



1st MEETING OF COUNCIL 2018/2019

4 April 2018

USC Community Room
7:00 PM

1. Call to Order
2. O Canada
3. Western Song
4. Land Recognition
5. Roll Call
6. Comments from the Chair
7. Approval of Agenda
8. Approval of Minutes

Meeting of Council (28 February 2018)

Meeting of Council AGM (11 March 2018)

9. Presentations
10. In Camera Session
11. For Action

Advocacy Standing Committee:

- i. Female Representation in the 2019-2020 Elections (Motion 1) – *A. Campbell, Social Science Councillor*

Governance & Finance Standing Committee:

- ii. Clubs Governance Committee Terms of Reference Amendment (Motion 2, Appendix 1) – *C. Ma, Governance & Finance Standing Committee Chair*
- iii. Clubs Support Committee Terms of Reference Amendment (Motion 3, Appendix 2) – *C. Ma, Governance & Finance Standing Committee Chair*

Student Experience Standing Committee:

- iv. Reducing Financial Barriers for Faculty, Off-Campus, and Affiliate Sophs (Motion 4, Recommendation Report 1, Appendix 3) – *P. Denezis, Student Experience Standing Committee Chair*

Other:

- v. Election: USC Representative for Parking Appeals Committee – (1 Position) (Motion 5)
- vi. Election: USC Representative on SSC Hiring Committee – (1 Position) (Motion 6)
- vii. Election: Council Representatives to the LGBTQ2+ Special Committee of Council – (3 Positions) (Motion 7)
- viii. Speaker of Council Ratification (Motion 8)
- ix. Ratification of the 2018-2019 Legislative Calendar (Motion 9, Appendix 4)
- x. Council Endorsement of President running for Two External Leadership Positions (Motion 10)
- xi. Council Endorsement of Secretary Treasurer running for an External Leadership Position (Motion 11)
- xii. Council Endorsement of Vice President running for an External Leadership Position (Motion 12)



12. For Information

- i. Executive Reports (45 minutes)
- ii. Report of the Chair of the Board of Directors (15 minutes)
- iii. Report from the Chair of the Student Senators (10 minutes)
- iv. Report from the 2018 Spring OUSA GA Representative (10 minutes)
- v. Report from Standing Committee Chairs (10 minutes)
 - a) Governance and Finance Standing Committee
 - b) Advocacy Standing Committee
 - c) Student Experience Standing Committee
 - d) Agenda and Council Operations Standing Committee

13. For Discussion

14. New Business

15. Termination



Motion 1

Female Representation in the 2019-2020 Elections

Whereas in the elections for the 2018-2019 school year, there was a lack of female candidates at the PVP level and divisional level;

Whereas female voices in student government are necessary to address the needs of our diverse student body and increased female representation is conducive to good governance;

Whereas there are systemic and structural issues which impede women from seeking student government and leadership roles;

Whereas female representation during PVP, divisional and Affiliate level elections encourages other young women to strive for leadership roles;

Be it resolved that, the 2018-2019 USC executive work with relevant campus stakeholders, to create a report to increase female representation in leadership roles and address systemic issues that women face on Western and Affiliate campuses by the October meeting of council subject to approval.

CAMPBELL/Teja



Motion 2

Clubs Governance Committee Terms of Reference Amendment

Be it Resolved that, Council approve the amendments to the Clubs Governance Committee Terms of Reference in accordance with Appendix 1.

MA/Watson



Appendix 1

University Students' Council of Western University

Clubs Governance Committee Terms of Reference

| | |
|--------------------|--|
| Authority: Council | Date Ratified: April 4, 2018 |
| | Previous Amendments: October 8, 2015. October 26, 2016 |

1. Objective

To govern the clubs' community on campus by enforcing and overseeing policies and procedures to ensure fairness in the clubs' culture.

2. Mandate

- 2.1. To create a community that supports leadership development among students and welcome the wide range of interests within the Clubs Community.
- 2.2. To adhere to all the documents of the Clubs Policy to determine reasonable limits placed on student organizations in order to comply with USC policy as well as University policy.
- 2.3. To set strategic, long-term goals for the Clubs Community for future growth and development of clubs and their student leaders.

3. Composition

- 3.1. The Clubs Governance Committee (CGC) shall be composed of:
 - 3.1.1. Clubs Policy Coordinator, *ex-officio*, chair, non-voting.
 - 3.1.2. Associate Clubs, *ex-officio*, vice-chair, non-voting.
 - 3.1.3. Clubs Finance Coordinator, *ex-officio*, non-voting.
 - 3.1.4. Seven (7) undergraduate students-at-large who are not Members of Council, voting.
 - 3.1.5. Compliance Coordinator, *ex-officio*, non-voting.
 - 3.1.6. Student Programs Officer, *ex-officio*, non-voting.
 - 3.1.7. **Associate Governance, *ex-officio*, non-voting.**
- 3.2. The USC Executive, and other USC staff, shall be available as a resource to CGC should the committee request their presence.
- 3.3. A CGC member shall not be a current member of any club executive.
- 3.4. There shall be two sub-committees of CGC,
 - 3.4.1. Club Policy Review Committee.
 - 3.4.2. Financial Review Committee

4. Duties of the Officers

- 4.1. The Chair of the Clubs Governance Committee shall:
 - 4.1.1. Set the agenda for each scheduled meeting.



- 4.1.2. Ensure all CGC documents are filed with the Compliance Coordinator and the appropriate USC staff members.
- 4.1.3. Ensure CGC meetings are carried out in a fair and equitable manner.
- 4.1.4. Ensure CGC has relevant information and documentation provided to it prior to any meeting and in accordance with any deadlines provided in this policy.
- 4.1.5. Ensure quorum is maintained and to otherwise adjourn the meeting.
- 4.1.6. Be given the right to extend invitations to the persons who could offer supplementary information relevant to the decisions made by the CGC.
- 4.1.7. Ensure the appropriate procedure has been followed prior to making any decisions.
- 4.2. The Vice-Chair of the Clubs Governance Committee shall:
 - 4.2.1. Assist the Chair in the member selection of CGC.
 - 4.2.2. Absorb the roles of the Chair in their absence.
 - 4.2.3. Ensure all pertinent issues are brought before the CGC.
 - 4.2.4. Advise the CGC of any immediate actions taken in accordance with the Clubs Policy, and the reasons for taking such actions.
 - 4.2.5. Provide the CGC with any relevant information pertaining to the functioning of the clubs' community.
 - 4.2.6. Provide any relevant information or documentation to assist the CGC to arrive at an informed decision.
 - 4.2.7. Represent the CGC in front of the Appeals Board if necessary.
 - 4.2.8. Submit an annual report by January 31st to the Student Experience Standing Committee
 - 4.2.9. Vote in the instance of a tie
- 4.3. The Compliance Coordinator shall:
 - 4.3.1. Take, or appoint an individual to take, minutes for each CGC meeting.
 - 4.3.2. Report to the CGC on any club issues having to do with USC or Western University policy
 - 4.3.3. Provide any relevant information or documentation to assist the CGC to arrive at an informed decision.
 - 4.3.4. Provide context and institutional memory with respect to specific events/activities of clubs, past CGC decisions and USC and University policies.
 - 4.3.5. Provide explanations to committee members regarding policies enforced by the USC and University in relation to student organizations, risk management, event management, insurance, sponsorship policies, budget procedures, alcohol policy, university policy, community standards policy, public safety issues, venue issues, etc.
5. Responsibilities of the Committee
 - 5.1. The responsibilities of CGC shall be:
 - 5.1.1. Ratify qualified organizations as USC clubs.
 - 5.1.2. Uphold and enforce all USC By-laws and club policies and procedures.
 - 5.1.3. Seek and consider recommendations made by sub-committees of CGC.
 - 5.1.4. Approve club constitution changes or provide clubs with recommendations to assist the club to receive approval of the CGC.
 - 5.1.5. Task the Associate Clubs to conduct an investigation or to designate an individual(s) to conduct further investigations where the CGC believes it has insufficient information before it in order to come to a more informed decision.
 - 5.1.6. Determine whether or not a club has violated the Clubs Policy or any other governing document of the USC, or the University of Western Ontario by extension, and impose sanctions where appropriate.
 - 5.1.7. Undertake any further actions or decisions necessary to ensure that all clubs abide by the Clubs Policy.
 - 5.1.8. Task sub-committees of the CGC with reviewing specific clubs, group of clubs, or all clubs under the purview of the USC.



- 5.1.9. Receive reports and recommendations from the sub-committees of CGC in order to deliberate and enact them.
- 5.2. Committee members shall abide by the USC's Conflict of Interest Policy. Conflicts of interest must be reported to the Associate Clubs and filed with the Compliance Coordinator.
- 5.3. The CGC members shall abide by the following attendance requirements
 - 5.3.1. Attend all meetings set by the Chair; and,
 - 5.3.2. Be absent for no more than two (2) meetings in either semester
- 5.4. A CGC member shall not be considered absent from a meeting where an absence is the result of:
 - 5.4.1. A death or family emergency;
 - 5.4.2. An unavoidable medical appointment; or,
 - 5.4.3. An unavoidable academic requirement (i.e. exam);
- 5.5. A CGC member shall be removed in accordance with By-Law #1
- 5.6. CGC shall have the capacity to amend its term of references as well as those of its subcommittees'.



Motion 3

Clubs Support Committee Terms of Reference Amendment

Be it Resolved that, Council approve the amendments to the Clubs Support Committee Terms of Reference in accordance with Appendix 2.

Rocchese/Raja



Appendix 2

University Students' Council of Western University

Clubs Support Committee Terms of Reference

| | |
|--------------------|-------------------------------------|
| Authority: Council | Date Ratified: April 4, 2018 |
| | Previous Amendments: August 1, 2017 |

1. Objective

The University Students' Council (USC) seeks to create a community that supports leadership development among students and welcomes the wide range of interests within the Clubs Community. The Clubs Support Committee (CSC) is the body of the Clubs Community that supports collaboration among student organizations and seeks to enhance communication between student organizations and the USC. The committee is responsible for organizing community-wide initiative such as Clubs Week and workshops for the benefit of club executives and members. The CSC is influential in supporting the yearlong working dynamic within club executive teams (specifically regarding finances and promotion) and ultimately for the long-term development of the club within the Clubs Community. This policy applies to all members of the CSC by outlining general responsibilities to create a community of leadership and support.

2. Composition

2.1. The Clubs Support Committee (CSC) shall be composed of:

- 2.1.1. Associate Clubs, *ex-officio*, as Chair;
- 2.1.2. Clubs Support Coordinator, *ex-officio*;
- 2.1.3. Up to five (5) students of the University who are not General or Executive members of a club within the USC Clubs Community;
- 2.1.4. Up to ten (10) students of the University who are not members of an Executive Committee of a Club within the USC Clubs Community;
- 2.1.5. **Associate Finance, *ex-officio*, non-voting**

2.2. The Student Programs Officer and Compliance Department shall be available as resource support to the CSC

2.3. A USC Ratified Club can only have representation from one (1) Committee Member.

3. Member Responsibilities

3.1. A committee member of the CSC shall:

- 3.1.1. Report to the CSC;
- 3.1.2. Attend meetings as determined by the Chair;
- 3.1.3. Respect the rights, personal privileges and affiliations of all Club Executives, general members and USC administration and staff;
- 3.1.4. Perform duties, as determined by the Chair, in carrying out all responsibilities and goals of the CSC; and,
- 3.1.5. Be committed to providing support to clubs and related activities throughout the academic year

4. Responsibilities of the Committee

4.1. All Members shall:

- 4.1.1. Work, and be compensated for, Clubs Week (if available);
- 4.1.2. Be a sub-committee of the Clubs Governance Committee (CGC);



- 4.1.3. Report to the CGC and make recommendations based on feedback from specific clubs;
 - 4.1.4. Make general decisions and recommendations based on a consensus model;
 - 4.1.5. Serve as a brainstorming and active body in the development of the USC Clubs Community;
 - 4.1.6. Organize, promote and plan club related initiatives which include but are not limited to Clubs Week (September and January), seminars, workshops, open-forms, town halls, clubs gala;
 - 4.1.7. Plan one (1) Clubs Community wide initiative per academic term; and
 - 4.1.8. Enhance and providing ongoing means of communication among all USC clubs and the USC.
- 4.2. Finance Members shall:
- 4.2.1. Consist of:
 - 4.2.1.1. Up to five (5) students who are not current General or Executive club members in the USC Clubs Community;
 - 4.2.1.2. **The Associate Finance as a resource member**
 - 4.2.2. Assist clubs with financial procedures as necessary (Related document: Club Financial Procedures); and
 - 4.2.3. Conduct reviews of clubs as directed by the CGC or Student Programs Officer
- 4.3. Online Activities Members shall:
- 4.3.1. Consist of up to three (3) students who are not members of an Executive Committee of a Club within the USC Clubs Community;
 - 4.3.2. Focus on assisting on the maintenance, development and promotion of Western Clubs social media accounts; and
 - 4.3.3. Will operate the Western Clubs online feedback form.



Motion 4

Reducing Financial Barriers for Faculty, Off-Campus, and Affiliate Sophs

Whereas, Sophs volunteer their time throughout orientation week and the academic year to ensure that new students have an enjoyable and successful first year at Western;

Whereas, the current Soph Fee (\$30) and Soph uniform (up to \$100) is a combined \$130 and is a large financial burden for Sophs, especially considering that Sophing is done on a voluntary basis;

Whereas, the Faculty Soph Team Reserve has been increased to \$7000 in the 2018-2019 USC budget;

Be it resolved that, Council task the Student Programs Officer with creating a formal application and disbursement process for the Faculty Soph Team Reserve that all faculty, off-campus, and affiliate Sophs can access;

Be it further resolved that, this process be implemented and advertised to Sophs before Soph fee collection begins for the 2018-2019 academic year and all subsequent years;

Be it further resolved that, council task the Student Programs Officer to work with the necessary parties in the long-term to reduce the \$30 Soph Fee, including but not limited to investigating the feasibility of incorporating all or part of this fee into the Orientation Fee.

DENEZIS/Kamanetski



Recommendation Report 1

Student Experience Standing Committee Recommendation Report

| | |
|--------------------|--|
| Item: | Reducing Financial Barriers for Faculty, Off-Campus, and Affiliate Sophs |
| Author: | Student Experience Standing Committee |
| Purpose of Report: | For Information |

Recommendation

It is the recommendation of the Student Experience Committee:

That Council task the Student Programs Officer with creating a formal application and disbursement process for the faculty soph team reserve in time for 2018-2019 academic year, advertising this to sophs before soph fees are due, and working with the orientation program on a long-term time frame to reduce financial barriers to sopping.

Summary of Considerations

Member Councillors considered the following:

1. Faculty, off-campus, and affiliate sophs are volunteers, but are expected to pay a \$30 soph fee, up to \$100 for their uniforms, and numerous undocumented costs.
2. The results of the survey regarding financial barriers to sopping (Appendix 3).
3. The faculty soph team reserve has increased to \$7000 in the 2018-2019 budget.
4. This is currently no formal process for disbursing money from the reserve.
5. The Coordinator, Orientation Initiatives has expressed a desire for the reduction of financial barriers to sopping.
6. The incoming Student Programs Officer has indicated her desire to promote Soph subsidies.

Context of the Issue(s) to be Addressed

Many sophs informally reached out to the chair of the Student Experience Committee to voice their opinions that the costs associated with being a soph are too high. All of these sophs were unaware of the existence of the faculty soph team reserve. The committee subsequently put out a survey to sophs to gather more information on this issue, and consulted with the Coordinator, Orientation Initiatives.



Appendix 3

Summarized Results of Faculty Soph Team Reserve Survey (N=50 FOCA Sophs)

Approximately how much money do you spend on being a soph beyond your soph fee (\$30) and uniform (up to \$100) in a typical year? This can include things such as buying your first years presents, or miscellaneous orientation week expenses:

Minimum=\$20, Maximum=\$500, Average=\$153

On a scale of 1-5, how much do you agree with the following statement: The costs associated with being a FOCA soph are too high:

- 1 (strongly disagree) = 0 (0%)
- 2 (disagree)=2 (4%)
- 3 (neither agree nor disagree) = 10 (20%)
- 4 (agree)=20 (40%)
- 5 (strongly agree) = 18 (36%)

Are you aware that the USC has money allocated towards assisting sophs who are unable to pay their fees?

Yes=17 (34%)*

No=33 (66%)

*Of the 17 that said yes, 5 (29%) knew how to access this money, while 12 (71%) did not.

Would you support a formal application and disbursement process of this fund for sophs, and making sophs aware of this fund?

Yes=50 (100%)

No=0 (0%)

Would you consider applying for money from this fund if you were more aware of it?

Yes=38 (76%)

No=12 (24%)

Ten written comments were also received, all of which either commented that the cost of being a Soph is too high and/or encouraged better promotion of and access to the Faculty Soph Team Reserve.



Council Elections

Motion 5

Motion to Elect a USC Representative to the Parking Appeals Committee

Be it resolved that, Council elect one (1) Ordinary Member to the Parking Appeals Committee;

Be it further resolved that, the ballots are destroyed following the election.

MOVER/Seconder

Motion 6

Motion to Elect a USC Representative to the SSC Hiring Committee

Be it resolved that, Council elect one (1) Ordinary Member to the SSC Hiring Committee;

Be it further resolved that, the ballots be destroyed following the election.

MOVER/Seconder

Motion 7

Motion to Elect Council Members to the LGBTQ2+ Special Committee of Council

Be it resolved that, Council elect three (3) Ordinary Members to the LGBTQ2+ Special Committee of Council;

Be it further resolved that, the ballots be destroyed following the election.

MOVER/Seconder



Motion 8

Speaker of Council (2018-2019) Ratification

Be it resolved, that Council ratify the incoming 2018-2019 Speaker of Council.

MOVER/Seconder

Motion 9

Ratification of the 2018/2019 Legislative Calendar

Be it resolved, that Council approve the Legislative Calendar for the 2018/2019 Council year, per Appendix 4.

MOVER/Seconder

Motion 10

Executive External Leadership Endorsement- President

Be it resolved, that Council endorse the President to run for an external leadership position.

MOVER/Seconder

Motion 11

Executive External Leadership Endorsement- Secretary Treasurer

Be it resolved, that Council endorse the Secretary Treasurer to run for an external leadership position.

MOVER/Seconder

Motion 12

Executive External Leadership Endorsement- Vice President

Be it resolved, that Council endorse the Vice President to run for an external leadership position.

MOVER/Seconder



Appendix 4

2018-2019 Legislative Calendar



March 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|--------|---------|--|---|--------|----------------------------|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 COUNCIL TRAINING DAY |
| 11 USC AGM Annual General Meeting | 12 | 13 | 14 Call for Agenda Items | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 Agenda Deadline Council Meeting 1 | 22 | 23 | 24 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 25 | 26 | 27 | 28 ACOSC Meeting | 29 Council Meeting Documents Posted to OWL | 30 | 31 |

March 2018 Important Dates:

- March 10th, 2018 Council Training Day
- March 11th, 2018 AGM (Annual General Meeting)
- March 14th, 2018 Call for Agenda Items (Council Meeting 1)
- March 19th - 23rd, 2018 Standing Committee Meetings
- March 21st, 2018 Agenda Deadline (Council Meeting 1)
- March 28th, 2018 Agenda and Council Operations Standing Committee Meeting (ACOSC)
- March 29th, 2018 Council Agenda and Meeting Documents Posted to OWL & USC Website



| April 2018 | | | | | | |
|---------------------------|--------|---------|---|------------------|------------------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 | 2 | 3 | 4 Council # 1 UCC Community Room 7:00 p.m. | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 STUDY DAYS | 13 STUDY DAYS | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| EXAMS - April 14th - 30th | | | | | | |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| EXAMS - April 14th - 30th | | | | | | |
| 29 | 30 | Notes: | | | | |

April 2018 Important Dates:

April 4th, 2018 Council Meeting 1



May 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | Notes: | |



June 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|--------------------------------|----------|--------|----------|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 Call for Agenda Items | 28 | 29 | 30 |

June 2018 Important Dates:

June 27th, 2018

Call for Agenda Items (Council Meeting 2)



July 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|------------------|---------|---|---|--------|---------------------------------|
| 1 Canada Day | 2 | 3 | 4 Agenda Deadline Council Meeting 2 | 5 | 6 | 7 |
| 8 | 9 Nunavut Day | 10 | 11 ACOSC Meeting (Teleconference) | 12 Council Meeting Documents Posted to OWL | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 Summer Council RETREAT |
| 22 Summer Council Day 2 Council # 2 UCC Community Room | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | Notes: | | | |

July 2018 Important Dates:

- July 4th, 2018 Agenda Deadline (Council Meeting 2)
- July 11th, 2018 Agenda and Council Operations Standing Committee Meeting (ACOSC)
- July 12th, 2018 Council Agenda and Meeting Documents Posted to OWL & USC Website

- July 21st, 2018 Summer Council Retreat
- July 22nd, 2018 Council Meeting 2



August 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | Notes: |

August 2018 Important Dates:



September 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------------------------|---------------------------------------|---------|--|---|--|----------|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| ORIENTATION WEEK | | | | | | |
| 9 | 10 | 11 | 12 Call for Agenda Items | 13 | 14 Agenda Deadline Council Meeting 3 | 15 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 16 | 17 By-Election Nominations Open | 18 | 19 ACOSC Meeting | 20 Council Meeting Documents Posted to OWL | 21 | 22 |
| 23 | 24 | 25 | 26 Council # 3 UCC Community Room 7:00 p.m. | 27 | 28 By-Election Nominations Close & & All Candidates | 29 |
| 30 | Notes: | | | | | |

September 2018 Important Dates:

| | |
|-----------------------------|--|
| September 12th, 2018 | Call for Agenda Items (Council Meeting 3) |
| September 10th - 14th, 2018 | Standing Committee Meetings |
| September 14th, 2018 | Agenda Deadline (Council Meeting 3) |
| September 19th, 2018 | Agenda and Council Operations Standing Committee Meeting (ACOSC) |
| September 20th, 2018 | Council Agenda and Meeting Documents Posted to OWL & USC Website |
| September 26th, 2018 | Council Meeting 2 |

Elections

| | |
|----------------------|-------------------------------|
| September 17th, 2018 | By-Election Nominations Open |
| September 28th, 2019 | By-Election Nominations Close |



October 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------------------------|--|--|--|---|--------|----------|
| | 1 By-Election Campaigning Begins | 2 | 3 Call for Agenda Items | 4 | 5 | 6 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 7 | 8 Thanksgiving | 9 | 10 | 11 | 12 | 13 |
| FALL READING WEEK | | | | | | |
| 14 | 15 | 16 | 17 Agenda Deadline Council Meeting 4 | 18 | 19 | 20 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 21 | 22 By-Election Balloting | 23 By-Election Balloting Campaigning Ends | 24 ACOSC Meeting | 25 Council Meeting Documents Posted to OWL | 26 | 27 |
| 28 | 29 | 30 | 31 Council # 4 UCC Community Room 7:00 p.m. | Notes: | | |

October 2018 Important Dates:

- October 3rd, 2018 Call for Agenda Items (Council Meeting 4)
- October 1st - 5th, 2018 Standing Committee Meetings
- October 17th, 2018 Agenda Deadline (Council Meeting 4)
- October 15th - 19th, 2018 Standing Committee Meetings
- October 24th, 2018 Agenda and Council Operations Standing Committee Meeting (ACOSC)
- October 25th, 2018 Council Agenda and Meeting Documents Posted to OWL & USC Website
- October 31st, 2018 Council Meeting 4

Elections

- October 1st, 2018 By-Election Campaigning Begins
- October 22nd, 2017 By-Election Balloting Opens
- October 23rd, 2018 By-Election Balloting Ends
- October 23rd, 2019 By-Election Nominations Close



November 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------------------------|--------|---------|--|--|--------|----------|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 Call for Agenda Items | 8 | 9 | 10 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 11 | 12 | 13 | 14 Agenda Deadline Council Meeting 5 | 15 | 16 | 17 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 18 | 19 | 20 | 21 ACOSC Meeting | 22 Council Meeting Documents Posted to OWL | 23 | 24 |
| 25 | 26 | 27 | 28 Council # 5 UCC Community Room 7:00 p.m. | 29 | 30 | Notes: |

November 2018 Important Dates:

- November 7th, 2018 Call for Agenda Items (Council Meeting 5)
- November 5th - 9th, 2018 Standing Committee Meetings
- November 14th, 2018 Agenda Deadline (Council Meeting 5)
- November 12th - 16th, 2018 Standing Committee Meetings
- November 21st, 2018 Agenda and Council Operations Standing Committee Meeting (ACOSC)
- November 22nd, 2018 Council Agenda and Meeting Documents Posted to OWL & USC Website
- November 28th, 2018 Council Meeting 5



December 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|----------|--------|---------|-----------|-------------|--------|----------|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| EXAMS | | | | | | |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| EXAMS | | | | End of Term | | |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| HOLIDAYS | | | | | | |
| 30 | 31 | Notes: | | | | |

December 2018 Important Dates:



| January 2019 | | | | | | |
|-----------------------------|---|---------|---|---|---|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | 1 | 2 | 3 | 4 | 5 |
| HOLIDAYS | | | | | | |
| 6 | 7 Nominations Oper Open | 8 | 9 Call for Agenda Items | 10 | 11 | 12 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 13 | 14 | 15 | 16 Agenda Deadline Council Meeting 6 | 17 | 18 Nomination Close All Candidates Meeting | 19 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 20 | 21 PVP Campaigning Begins @ 12:01a.m. | 22 | 23 ACOSC Meeting | 24 Council Meeting Documents Posted to OWL | 25 Call for Agenda Items Budget Discussion | 26 |
| 27 | 28 | 29 | 30 Council # 6 Budget Presentation | 31 | Notes: | |

January 2019 Important Dates:

| | |
|---------------------------|---|
| January 9th, 2019 | Call for Agenda Items (Council Meeting 6: Budget Presentation) |
| January 7th - 11th, 2019 | Standing Committee Meetings |
| January 16th, 2019 | Agenda Deadline (Council Meeting 6: Budget Presentation) |
| January 14th - 18th, 2019 | Standing Committee Meetings |
| January 23rd, 2019 | Agenda and Council Operations Standing Committee Meeting (ACOSC) |
| January 24th, 2019 | Council Agenda and Meeting Documents Posted to OWL & USC Website |
| January 30th, 2019 | Council Meeting 6 (Budget Presentation) |
| January 25th, 2019 | Call for Agenda Items (Special Meeting of Council: Budget Discussion) |

Elections

| | |
|--------------------|------------------------------|
| January 7th, 2019 | USC Nomination Period Opens |
| January 18th, 2019 | USC Nomination Period Closes |
| January 18th, 2019 | All-Candidates Meeting |
| January 21st, 2019 | Campaigning Begins |



February 2019

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--|------------------|-----------------------------------|--|---|---|----------|
| | | | | | 1 Agenda Deadline Budget Discussion | 2 |
| 3 PVP Campaigning Ends @ 11:59p.m. | 4 | 5 | 6 ACOSC Meeting Budget Discussion | 7 Council Meeting Documents Posted to OWL | 8 Call for Agenda Items Council Meeting 7 | 9 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| | Polls Open (8am) | Polls Close (8pm) | PVP Results (24h) | PVP Results (48h) | | |
| 10 | 11 | 12 | 13 Special Meeting of Council Budget Discussion | 14 Agenda Deadline Council Meeting 7 | 15 ACOSC Meeting Council Meeting 7 Electronic Confirmation | 16 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 17 | 18 | 19 | 20 | 21 Council Meeting Documents Posted to OWL (Council Meeting 7) | 22 | 23 |
| READING WEEK | | | | | | |
| 24 | 25 | 26 ACOSC Meeting AGM Agenda | 27 Council # 7 UCC Community Room 7:00 p.m. | 28 Council Meeting Documents Posted to OWL (AGM) | Notes: | |

February 2019 Important Dates:

| | |
|---------------------|--|
| February 1st, 2019 | Agenda Deadline (Special Meeting of Council: Budget Discussion) |
| February 6th, 2019 | Agenda and Council Operations Standing Committee Meeting (ACOSC) |
| February 7th, 2019 | Council Agenda and Meeting Documents Posted to OWL & USC Website |
| February 8th, 2019 | Call for Agenda Items (Council Meeting 7) |
| February 14th, 2019 | Agenda Deadline (Council Meeting 7) |
| February 15th, 2019 | Agenda and Council Operations Standing Committee Meeting (ACOSC) |
| February 21st, 2019 | Council Agenda and Meeting Documents Posted to OWL & USC Website |
| February 26th, 2019 | Agenda and Council Operations Standing Committee Meeting (ACOSC) |
| February 27th, 2019 | Council Meeting 7 |
| February 28th, 2019 | AGM Agenda and Meeting Documents Posted to OWL & USC Website |

Elections

| | |
|--------------------|--|
| February 3rd, 2019 | Campaigning Ends |
| February 4th, 2019 | USC Polls Open |
| February 5th, 2019 | USC Polls Open |
| February 6th, 2019 | PVP Results (24 hour Cooling Off Period) |
| February 7th, 2019 | PVP Results (48 hour Cooling Off Period) |



March 2019

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|--------|---------|--|---|--------|---------------------------|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 COUNCIL TRAINING DAY |
| 10 USC AGM Annual General Meeting | 11 | 12 | 13 Call for Agenda Items | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 Agenda Deadline Council Meeting 1 | 21 | 22 | 23 |
| STANDING COMMITTEE MEETINGS | | | | | | |
| 24 | 25 | 26 | 27 ACOSC Meeting | 28 Council Meeting Documents Posted to OWL (AGM) | 29 | 30 |
| 31 | Notes: | | | | | |

March 2019 Important Dates:

- March 9th, 2019 Council Training Day
- March 10th, 2019 AGM (Annual General Meeting)

- March 13th, 2019 Call for Agenda Items (Council Meeting 1)
- March 18th - 22nd, 2019 Standing Committee Meetings
- March 20th, 2019 Agenda Deadline (Council Meeting 1)

- March 27th, 2018 Agenda and Council Operations Standing Committee Meeting (ACOSC)
- March 28th, 2018 Council Agenda and Meeting Documents Posted to OWL & USC Website



April 2019

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|---|----------|--------|----------|
| | 1 | 2 | 3 Council # 1 UCC Community Room 7:00 p.m. | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | Notes: | | | |

April 2019 Important Dates:

April 3rd, 2019

Council Meeting 1