



1st MEETING OF COUNCIL 2017/2018

29 March 2017

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 (AGM) – 8 March 2017

Meeting of Council (AGMII) – 12 March 2017

9. **Presentations**
10. **For Action**

- i. Election of Standing Committee Chairs

Each candidate will receive 3 minutes for a speech
and 2 questions from Council

- ii. Speaker Elections

Each candidate will receive 3 minutes for a speech, and there will be a
30 minute Q&A period for the panel of candidates

- iii. Ratification of the 2017/2018 Legislative Calendar (Motion 1, Appendix 1)
– *I. Jacobi, Secretary-Treasurer*
- iv. Councillor Accountability and Discipline Procedure (Motion 2, Appendix 2,
Agenda Report)
– *I. Jacobi, Secretary-Treasurer*
- v. Deputy Speaker Terms of Reference (Motion 3, Appendix 3) – *I. Jacobi,
Secretary-Treasurer*
- vi. Nap Room Feasibility (Motion 4) – *F. Ye, Science Councillor*
- vii. Support of Transgender and Non-Binary Students (Motion 5)
– *F. Ye, Science Councillor*
- viii. Establishment of USC Councillor Town-Halls (Motion 6)
– *J. Foreman, Social Science Councillor*

11. **For Information**

- i. Executive Reports (45 minutes)
- ii. Report of the Chair of the Board of Directors (10 minutes)
- iii. Report from the Chair of the Student Senators (10 minutes)
- iv. 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

- 12. **For Discussion**
- 13. **New Business**
- 14. **Termination**



Motion 1

Ratification of the 2017/2018 Legislative Calendar

Be it resolved Council approve the new Legislative Calendar for the 2017/2018 Council year.

MOVER/Seconder



March 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15 Agenda Item Deadline Council Meeting #1	16	17	18
19	20	21	22 ACOSC Meeting	23 Council Meeting Documents Posted to OWL	24	25
26	27	28	29 COUNCIL #1 Speaker Election SC Chair Elections	30	31	



April 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
	EXAMS – Until Apr. 30					
6	17	18	19	20	21	22
	EXAMS – Until Apr. 30					
23	24	25	26	27	28	29
	EXAMS – Until Apr. 30					
30						



May 2017

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				



June 2017

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 Call for Agenda Items	22	23	24
25	26	27	28 Agenda Deadline Council Meeting #2	29	30	



July 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 Canada Day
2	3	4	5 ACOSC Meeting (by teleconference)	6 Council Meeting Documents Posted to OWL	7	8
9	10	11	12	13	14	15 Summer Council Day 1 Retreat
16 Summer Council Day 2 Council Meeting #2	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



August 2017

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		



September 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
					1	2	
3	4 Labour Day	ORIENTATION WEEK				8	9
10	11	12	13 Call for Agenda Items	14	15 Agenda Deadline Council Meeting #3	16	
17	18 By-Elections Nominations Open	19	20 ACOSC Meeting	21 Council Meeting Documents Posted to OWL	22	23	
24	25	26	27 COUNCIL #3	28	29	30	



October 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 By-Elections Nominations Close & All-Candidates Meeting	3 By-Election Campaigning Begins	4 Call for Agenda Items Declaration of Candidacy Opens	5	6 Agenda Deadline Council Meeting #4	7
8	9 Thanksgiving	FALL READING BREAK				14
15	16 STANDING COMMITTEE MEETINGS	17	18 ACOSC Meeting	19 Council Meeting Documents Posted to OWL	20	21
22	23 By-Election Campaigning Ends	24 By-Election Voting	25 COUNCIL #4	26	27	28
29	30 STANDING COMMITTEE MEETINGS	31				



November 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 	2	3	4
5	6 	7	8 Call for Agenda Items	9	10	11
12	13	14	15 Agenda Deadline Council Meeting #5	16	17	18
19	20	21	22 ACOSC Meeting	23 Council Meeting Documents Posted to OWL	24	25
26	27	28	29 COUNCIL #5	30		



December 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7 STUDY DAY	8 STUDY DAY	9
10	11	12	13	14	15	16
	EXAMS – December 9 th – 20 th					
17	18	19	20	21 END OF TERM	22	23
	EXAMS – December 9 th – 20 th					
24	25	26	27	28	29	30
	HOLIDAYS					
31						



January 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
	HOLIDAYS					
7	8 Elections Nominations Open	9	10 Call for Agenda Items	11	12	13
	STANDING COMMITTEE MEETINGS					
14	15	16	17 Agenda Deadline Council Meeting #6	18	19 Nominations Close All-Candidates Meeting	20
221	22 PVP Campaigning begins at 12.01am	23	24 ACOSC Meeting	25 Council Meeting Documents Posted to OWL	26	27
28	28	30	31 COUNCIL #6 Budget Presentation			



February 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Agenda Deadline Council Meeting -BD	2	3
4 PVP Campaigning ends at 11.59pm	5 Polls Open at 8am	6 Polls Close at 8pm	7 ACOSC Meeting PVP Results (if 24 hour cooling-off period)	8 Docs Posted to OWL PVP Results (if 48 hour cooling-off period)	9	10
11	12 STANDING COMMITTEE MEETINGS	13	14 Special Council Meeting Budget Discussion	15 Agenda Deadline Council #7	16 ACOSC Meeting Electronic Confirmation	17
18	19 FAMILY DAY	20	21	22	23	24
	READING WEEK					
25	26	27 ACOSC (AGM)	28 COUNCIL #7 - Budget Approval	Council Meeting Documents Posted to OWL (AGM)		



March 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10 COUNCIL TRAINING DAY
11 AGM SPO Elections	12	13	14 Call for Agenda Items	15	16	17
18	19	20	21 Agenda Deadline Council Meeting #1	22	23	24
25	26	27	28 ACOSC Meeting	29 Council Meeting Documents Posted to OWL	30 Good Friday	31



April 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Easter	2	3	4 COUNCIL #1	5	6	7
8	9	10	11	12 STUDY DAYS	13 STUDY DAYS	14
15	16	17	18	19	20	21
EXAMS – Until Apr. 14 th – 30 th						
22	23	24	25	26	27	28
EXAMS – Until Apr. 14 th – 30 th						
29	30					



Motion 2

Councillor Accountability and Discipline Procedure

Whereas, Council has lacked a set of clear rules related to attendance and behaviour;

Whereas, a set of clear rules outlining attendance and behaviour requirements is necessary to hold Councillors accountable;

Whereas, the proposed procedure strengthens attendance requirements with a focus on engaging Councillors and notifying them of the rules, and how to follow them;

Be it resolved that Council approve the Councillor Accountability and Discipline Procedure;

Be it further resolved that Council repeal the Voting Member Attendance Policy.

MOVER/Seconder



Appendix 2

Councillor Accountability and Discipline Procedure

29 March 2017
Last Reviewed: 4 October 2011

Council
Next Review: January 2019

1. Objective

1.1 To set a transparent process for the discipline and removal of Councillors.

2. Councillor Responsibilities

2.1 Each Councillor is expected to be aware of and adhere to the following:

2.1.1 Attend Council meetings.

2.1.1.1 Send regrets to the Speaker of Council. or submit a proxy form if you are not able to attend any meetings.

2.1.2 Attend Standing Committee meetings

2.1.2.1 Send regrets to the committee chair if you are not able to attend any meetings.

2.1.3 Comply with all by-laws, policies and procedures of the Corporation, and all applicable laws.

3. Discipline Process and Procedure

3.1 Initiation of Disciplinary Process - Due to Poor Attendance

3.1.1 The Speaker shall send a written warning to any Councillor who fails to attend two required meetings without sending a proxy or submitting regrets. This shall include Councillors who leave meetings early without submitting regrets. The warning shall outline the next steps of this process.

3.1.2 Should a Councillor fail to attend three (3) required meetings without sending a proxy, submitting regrets, or if they leave a meeting early without submitting regrets, the following procedure shall be followed:

3.1.2.1 The Speaker shall request a written rationale for the Councillors absences.

3.1.2.2 The Speaker shall have the discretion to accept or reject the Councillors rationale.

3.1.2.2.1 Should the Speaker accept the Councillor's rationale, they will work with the Councillor to arrange proxies or



regrets as needed. The rationale should only be accepted in extraordinary, and unavoidable circumstances.

- (i) The Speaker shall introduce a motion to remove any Councillor who misses one (1) more meeting without regrets or a proxy.

3.1.2.2.2 Should the Speaker reject the Councillor's rationale, they shall introduce a motion to remove the Councillor in accordance with By-Law #1.

3.1.3 The Speaker shall send a written warning to any Councillor who misses two (2) meeting with regrets. This warning shall note the meetings the Councillor has been absent for, notify the Councillor of the ability to send a proxy in their absence, and include a copy of this procedure.

3.1.4 The Speaker shall send a final written warning to any Councillor who misses four (4) meeting with regrets. This warning shall note the meetings the Councillor has been absent for, notify the Councillor of the ability to send a proxy in their absence, include a copy of this procedure, and outline what should happen if they miss another meeting with regrets.

3.1.5 Should a Councillor submit regrets again, for a total of five (5) times, the Speaker shall bring forward a motion to remove the Councillor in accordance with By-Law #1.

3.2 Initiation of Disciplinary Process - Failure to Meet Other Obligations

3.2.1 Where a Councillor fails to meet their duties and responsibilities as set out within this document, the Councillor Terms of Reference, the Standing Orders of Council, or any other by-law, policy, procedure, or law, a disciplinary process may be initiated.

3.2.2 The disciplinary process may be initiated upon receipt of a written complaint in relation to a Councillor's conduct. This complaint may be directed to the Speaker of Council. A complaint about the Speaker of Council may be directed to the Secretary-Treasurer, as per the Speaker of Council Terms of Reference. The Senior Manager of Human Resources shall be a resource to all parties involved.

3.2.3 Upon receipt of a complaint, the Speaker shall prepare a written outline of the complaint, setting out particulars of the Councillor's conduct.

3.2.4 The written particulars shall be provided to the Councillor for response.

3.2.5 The Speaker shall consider the allegation(s), the Councillor's response, and the severity of the issue when determining if discipline shall be needed.



3.2.6 If the Speaker determines that discipline is required they may assign any of the following sanctions:

3.2.6.1 A written warning, outlining where the Councillor's actions have violated the rules, and how they can act within them in the future.

3.2.6.1.1 Should a Councillor receive two (2) written warnings the Speaker shall introduce a motion to remove them from Council, as per By-Law #1.

3.2.6.2 Suspension from Council for anywhere from one (1) to three (3) meetings. This sanction will include a written warning.

3.2.6.3 Introduce a motion to remove the Councillor, as per By-Law #1.

3.2.6.4 In the case of any motion to remove a Councillor, they will be allowed to explain their actions in front of Council, but will not be allowed to be present for debate, and the final vote.

4. Context and Enactment

1. Documents Repealed – Voting Council Member Attendance Policy
2. Supporting/Related Documents – By-Law #1 - Corporate By-Law.
3. Date Passed –
4. All previous Amendment -



Agenda Report - Councillor Accountability and Discipline Procedure

Meeting Date: 29 March 2017

Item:	Agenda Report - Councillor Accountability and Discipline Procedure
Author:	Isaac Jacobi - Secretary-Treasurer
Purpose of Report:	For Approval

Recommendation:

It is recommended that Council adopt the accompanying Councillor Accountability and Discipline Procedure.

Background:

Historically Councillors have been held accountable by the Voting Member Attendance Policy. This policy was last updated in 2011, and outlines a complex system of demerit points. The demerit point system is somewhat effective in keeping Councillors accountable, but also complicates accountability to the point where many Councillors disregard, or do not understand, it.

Summary of Considerations:

- Simplify attendance requirements of Councillors, and focus on engagement and proper process, rather than punishment.

New Procedure:

Without Regrets or Proxy

- Speaker notifies Councillor at two absences without regrets or proxy.
- Speaker may introduce a motion to remove the Councillor at three absences without regrets or proxy.

With Regrets

- Speaker notifies Councillor at two absences with regrets.
- Speaker gives final notice at four absences with regrets.



- Speaker introduces a motion to remove the Councillor at five absences with regrets.

Repeal of the Voting Member Attendance Policy

Introduces ability for the Speaker to discipline Councillors for violating law, or policy such as the USC Discrimination Harassment and Violence Prevention Policy.

- Complaints may be submitted to the Speaker of Council.
- The accused will be provided with a summary of accusations, and allowed to respond.
- Speaker shall consider the severity of issue, and the Councillor's response when determining either warning, suspension, or introducing a motion to remove.
- After two warnings, or suspensions, the Speaker may introduce a motion to remove the Councillor from Council.



Motion 3

Deputy Speaker Terms of Reference

Be it resolved that Council pass the Deputy Speaker Terms of Reference.

MOVER/Seconder



Appendix 3

Deputy Speaker Terms of Reference

March 2017
Last Review: N/A

Council
Next Review: February 2020

1. Mandate

- 1.1 The Deputy Speaker of Council is responsible for assisting the Speaker in ensuring the rules of Council are upheld, and that each Councillor is treated equally and fairly.

2. Duties and Responsibilities

- 2.1 Assist the Speaker in completing their duties as needed.
- 2.2 Act as the Speaker of Council when they are unavailable.

3. Accountability

- 3.1 The Secretary-Treasurer will be the supervisor of the Deputy Speaker.
 - 3.1.1 The Secretary-Treasurer shall have the authority to withhold the Deputy Speaker's honourarium should they fail to attend multiple meetings without reasonable notice and rationale, or fail to assist the Speaker as reasonably needed.
 - 3.1.2 The Secretary-Treasurer may request that Council consider a motion to remove the Deputy Speaker should they fail to attend multiple meetings without reasonable notice and rationale, or fail to assist the Speaker as reasonably needed.

4. Election

- 4.1 The Deputy Speaker shall be elected by Council at their first meeting of September, or as required to fill a vacancy.
- 4.2 Applicants must be an undergraduate student at the University of Western Ontario, and must remain an undergraduate student for the duration of their term.
- 4.3 Campaigning will be limited to a five (5) minute speech, presented during the Council meeting.
- 4.4 The election of the Deputy Speaker shall use a ranked ballot, following the instant runoff procedure outlined in By-Law #2.

5. Context and Enactment

1. Documents Repealed – N/A
2. Supporting/Related Documents – N/A
3. Date Passed –
4. All previous Amendments



Motion 4

Nap Room Feasibility Motion

Whereas, stress and over exhaustion is a major issue for Western students;

Whereas, short naps can reduce stress, bolster the immune system, and reverse negative health effects of poor sleep;

Let it be resolved that, Council task the 2017/18 USC Executive with investigating the feasibility of creating a nap room on campus and report to the Student Experience Standing Committee with a recommendation on future action at the September meeting.

YE/Forman



Motion 5

Support of Transgender and Non-Binary Students

Whereas, it is the interest of the USC to promote inclusivity and accessibility on campus;

Whereas, there continues to be a growing understanding of gender identity;

Whereas, transgender and non-binary students continue to be the target of discrimination and systemic oppression;

Whereas, many current single user and unisex washrooms on campus are meant to be used as wheelchair accessible or family washrooms;

Let it be resolved that, Council task the 2017/18 USC Executive with investigating and devising a plan to create new and more accessible gender neutral washrooms on campus and report to the Advocacy Standing Committee with a recommendation on future action at the September meeting.

Let it be further resolved that, the Student Experience Standing Committee will review and revise current USC services to provide focused and life saving mental health support programs for transgender and non-binary students, and present council with a plan at the September meeting.

Let it be further resolved that, the USC executive will work to devise a plan for implementing new educational and outreach services with the purpose of combatting prejudice and stigmatization against transgender and non-binary students, and report to the Student Experience Standing Committee with a recommendation on future action at the September meeting.

Let it be further resolved that, the USC fly the Transgender Pride Flag annually on November 20 in honour of the Transgender Day of Remembrance.

YE/Forman



Motion 6

Establishment of USC Councillor Town-Halls

Whereas, lack of transparency and student engagement is a major issue surrounding the USC;

Whereas, engagement with the student body allows for a diverse range of opinions and holds Councillors accountable for their actions;

Whereas, the student body is disenchanted with the USC and feels like their voices are not being heard;

Whereas, town hall style forums are the most effective means of engaging with the student body and allowing more students to become involved in the USC decision making process;

Let it be resolved that, Council task the 2017/2018 USC Executive to investigate the feasibility of establishing monthly USC Councillor town-halls, and present council with a recommendation on future action by the September meeting;

Let it be further resolved that, Council task the Student Experience Committee to investigate the feasibility of establishing monthly USC Councillor town-halls, and present council with a recommendation on future action by the September meeting.

FORMAN/Ye