



BOARD OF DIRECTORS – MEETING MINUTES

Meeting Date	November 8, 2024	Time	3:00pm
Meeting Title	Board Meeting	Type	Regular
Meeting Chair	E. Berry	Location	USC Office
Recording Secretary	J. Higgins	Call to Order	3:31pm

Attendees		Regrets
Board	E. Berry, Board Chair E. Kalaydjian, USC President G. Wu, Vice Chair & Finance Committee Chair A. Vafaei, Governance Committee Chair K. Hyles, HR Committee Chair M. Haas B. Yu J. Liu	
Management	J. Oware, Finance Manager M. Kamphuis, Senior Manager Advocacy & Government Services K. Pacheco, Senior Manager, People & Development J. Armour, Chief Operating Officer	
Guests		

2. Land Acknowledgement

3. Disclosures of Conflict of Interest

There were no conflicts of interest.

4. Adoption of Agenda

MOTION – B. Yu motioned to adopt the agenda. M. Haas seconded the motion. The agenda was approved.

5. Comments from the Chair:

E. Berry did not have any updates.

6. USC Mission Moment: E. Kalaydjian highlighted how part of the job that she enjoys is aligning items with Western’s administrative team. She highlights a recent experience with R. Chelladurai in IPB regarding the Blue Ribbon Panel which was struck to explain the process and necessary funds required for post secondary institutions to survive provincial government decisions. A former USC president is on

the Blue Ribbon Panel, Eddy Avila. She enjoyed working with Western and working together, and seeing that happen.

7. Approval of Minutes:

7.1.	September 13, 2024
Motion to approve the minutes from the September 13, 2024 meeting. B. Yu motioned to approve. A. Vafaei seconded the motion. The motion was approved.	
7.2.	November 1, 2024
Motion to approve the minutes from the November 1, 2024 meeting. J. Liu motioned to approve. M. Haas seconded the motion. The motion was approved.	

8. Reports for Information:

8.1.	Executive Report	E. Kalaydjian
<p>E. Kalaydjian summarized the Executive Report.</p> <p>B. Yu asked if any papers didn't pass. E. Kalaydjian stated there were three papers and all passed. J. Liu asked if anything passed in the OUSA GA papers was surprising, to which E. Kalaydjian responded that she finds the recommendations from OUSA excessive. The papers are very long, making it difficult to address all the items at Queen's Park. She expressed concern that student unions sometimes request actions they don't follow through on in practice.</p> <p>E. Kalaydjian provided an update on the campus protest plan, noting they had a two-week deadline for consultations before meeting with Western administration, leaving limited time for their own feedback process. To gather input, they created a feedback form and distributed it to all 800 club executives, asking them to forward it to their members. Additionally, a focus group with the council was organized. J. Liu asked if the feedback form was sent to all clubs, to which E. Kalaydjian confirmed it was, despite the short timeline and the complexity of the policy.</p>		
8.2.	COO Report	J. Armour
<p>J. Armour summarized the COO Report.</p> <p>J. Liu asked about expectations once the board representative joins and the EDI committee starts. E. Kalaydjian mentioned that they hope to standardize EDI training, as there is currently limited training for the Executives during their Transition period. S. Menon and K. Pacheco have been working on this initiative. K. Pacheco explained that the committee, starting with a survey, aims to gather feedback from staff and leaders to identify what student leaders and the broader student community need. They also plan to develop a tactical EDI plan, something they didn't fully achieve last year. J. Armour clarified that their role is to ensure the corporation supports EDI and the EDI framework, stressing its importance to the organization.</p>		

9. Reports from Board Committees:

9.1.	Governance Committee	A. Vafaei
A. Vafaei summarized the Governance Committee Report .		
9.1.1.	Nomination Procedure Changes	A. Vafaei
E. Kalaydjian raised concerns about the election process, emphasizing the importance of submitting a platform, including a candidate's mandate and principles, on the first day of their campaign, especially		

for presidential candidates. She noted that candidates last year changed their platform multiple times during the campaign, and this lack of consistency was problematic. E. Kalaydjian believes the mandate should be submitted upfront and made available on the website, as it reflects the candidate’s vision for the organization. She pointed out that other candidates did not submit their platforms to the USC, and this was not regulated, undermining the transparency and accountability of the process. Without a clear mandate, it becomes difficult to assess a candidate's seriousness and vision for the role. The current policy required candidates to submit their pillars, but enforcement was lacking, and platforms were often adjusted after submission. She emphasized that if pillars are required, there should be consequences for not adhering to them.

Joyce confirmed that the policy itself had not been enforced, and Melissa clarified that while pillars are supposed to be submitted as part of the nomination package, candidates often change them after submission, which complicates enforcement. She continued to state that the original intent in adding the pillars as a requirement with nomination was to signal to potential candidates that pillars and platforms are steps you will need to take to run a campaign.

Bruce expressed concern about over-regulating elections, emphasizing that democracy should allow candidates to evolve their platforms. He argued that the board should not be involved in political decisions like this. The discussion then shifted to whether the policy should be enforced or removed entirely.

E. Kalaydjian suggested that if the policy remains, it should be strictly enforced, but if not, there should be no expectation for candidates to submit pillars. A. Vafaei proposed removing the pillar requirement, noting that it might lead to a cleaner process. G. Wu agreed, stating that candidates should have the flexibility to modify their platforms during the campaign.

Ultimately, the group leaned towards removing the pillar requirement, recognizing that while some structure is necessary, candidates should have the freedom to evolve their platforms without rigid constraints.

BIRT the Board of Directors approve the removal of pillar submission as a nomination requirement. Moved by B. Yu. Seconded by J. Liu. The motion passed unanimously.

Moved	B. Yu	Second	J. Liu	Approved	Unanimous
9.1.2.	Election Policy Updates			A. Vafaei	
BIRT the Board of Directors approve the updated Election Policies.					
Moved	B. Yu	Second	E. Berry	Approved	Unanimous
9.1.3.	Board Attendance Policy			A. Vafaei	
BIRT the Board of Directors approve the updated Board Attendance Policy.					
Moved	M. Haas	Second	G. Wu	Approved	Unanimous

9.2.	HR Committee			K. Hyles	
K. Hyles summarized the HR Committee Report . J. Armour reviewed the upcoming Staff Culture plan for the USC full-time staff.					
9.2.1.	COO Performance Appraisal Procedure			K. Hyles	
BIRT the Board of Directors approves of the new Performance Appraisal procedure changes.					
Moved	E. Kalaydjian	Second	E. Berry	Approved	Unanimous

9.3.	Gazette Publishing Committee	K. Hyles
<p>K. Hyles summarized the Gazette Publishing Committee Report.</p> <p>J. Liu inquired if anything occurred to make them change the rule about the recordings. E. Kalaydjian stated that conversations at Senate have become more university facing (decisions about protests, etc.) and she's glad it was resolved the way it did. M. Kamphuis stated that it was a political decision enforced by a governance official.</p> <p>B. Yu inquired if the Gazette is aware of how much they're paying for legal. J. Armour stated that's a great question for the GPC to ask, but there is money allocated for legal consultations.</p> <p>E. Berry inquired if any students are working on the terms of reference. K. Hyles stated that she would look into it.</p>		

9.4.	PurpleCare Trust Update	G. Wu
<p>G. Wu summarized the PurpleCare Trust Update.</p> <p>B. Yu inquired if health insurance was previously provided through a more expensive external provider. G. Wu confirmed this and stated that our pricing is the best. B. Yu inquired who the Trustee's fiduciary duty is to. K. Pacheco stated that the Trust is a separate entity from the USC, and whoever the plan covers is the fiduciary responsibility. She stated that the decision is regarding whether to take on other students who don't pay USC fees.</p> <p>J. Liu inquired which groups are looking for coverage. K. Pacheco stated that WUSC and another international contingent, which is not normally covered by the SOGS plan. The Registrar came to us as the government is now making sure there is coverage for all these pocket groups, like athletes to arrive before September 1st. J. Armour clarified that the money that all of you hold as your fiduciary is the money comes from student fees. As a trustee, your duty comes from anyone who pays into that Trust. The mission drift is different from our fiduciary alignment. We did discuss the mission drift at PurpleCare Trustee training.</p> <p>K. Hyles inquired what the last audit look like, and the difference that this audit will look like. J. Armour stated that there were issues with how the staff and student plans were created, so we had to sort those out before we could do an audit. They are doing year by year and going back. Slowly those will trickle in for the last four years.</p>		

9.5.	Finance Committee	G. Wu
<p>G. Wu summarized the Finance Committee Report.</p>		
9.5.1.	F2025 August Financial Statement	G. Wu
<p>BIRT that the Board of Directors accept the F2025 August Financial Statements.</p>		
Moved	J. Liu	Second
	E. Berry	Approved
		Unanimous

Motion to accept the reports provided by the Executive, COO, Finance Committee, Governance Committee, HR Committee, Gazette Publishing Committee, and PurpleCare Trust.

Moved	M. Haas	Second	A. Vafaei	Approved	Unanimous
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11. Inquiries and Other Business:

12. Motion to adjourn at 5:25pm. E. Kalaydjian motioned to adjourn. K. Hyles seconded the motion. The motion was approved.