



UWSA

THE UNIVERSITY OF WINNIPEG
STUDENTS' ASSOCIATION

Open Session Package

September 30, 2020 Meeting of
the UWSA Board of Directors

This package contains minutes and
motions duly submitted to the Chair
of the UWSA Board of Directors

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September 16, 2020 – 5:30 p.m.
Virtual Meeting due to COVID -19 Pandemic

Board in Attendance:

Acting Chair: Nina Lam

Secretary of the Board: Hasini Abeysekera

Accessibility Director: Sarah Anderson

Community Liaison: Celina Clements

International Students' Co-Director: Elsa Owusu

2SLGBTQ* Director: Jacob K. Antman

Menno Simons College Director: Alizeh Faran

Racialized Students' Director: Ella Taylor

Urban Inner-City Campus Director: Dagen Perrot

Board Absent:

Arts Director: Wesley Fallis

Business and Economics Director: Harsimrat S. Malhotra

Graduate Students' Co-Director: Nadia M. Chaharsoughi

Graduate Students' Co-Director: Alexandra K.Nychuk

International Students' Co-Director: Onyinye Francisca Idigbe

Board on Administrative Leave:

Vice -President Student Affairs: Melanie William

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Staff in Attendance:

Karolya Vargscarr: Chief Operating Officer

Jennifer Black: General Manager

1. Call to Order

A meeting of the University of Winnipeg Students' Association Board of Directors (UWSA BOD) was held on Wednesday September 16, 2020 at 5:30pm via a virtual meeting due to the COVID-19 pandemic. Nina L. will be taking over duties as Chair of the Board for this meeting as currently the Chair position remains vacant. The Chair called the meeting to order at 5:31 p.m.

2. Approval of the Chair

Jacob A. moves to approve Nina L. as the chair for this meeting as the position remains vacant.

Seconded by Dagen P.

Motion carries

3. Approval of the Order of Business

Dagen P. moves to approve the Order of Business.

Seconded by Elsa O.

Motion carries

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4. Special Business

5. Consent Agenda

a. Reports

i. Director Reports

Sarah A. – spoke with J. Black and S. Jhhnjhunwala about an accessibility campaign for physical access on campus, upgrading more automatic doors, working on a student initiative to gather tutors for students with disabilities.

Jacob A. – spoke about being in touch with the director of Rainbow lounge regarding their usual fundraisers.

Dagen P. – handed out swag bags at Merchants corner for Roll Call. He also made that an opportunity to connect with students and staff at Merchants corner. And also connected with Computers for Schools Manitoba to secure some computers for students.

Elsa O. – connecting and reaching out to students via social media such as Instagram and answering questions. Apart from this she also contacted Green Shield about International students' insurance coverage and spoke with J. Black about plans for the fall term.

Alizeh F. – talking to the staff at Menno Simons college about accessibility for students and whether or not there were students in need of the services. Also reaching out to other MSCSA students about how the next year will look like. Also helping out with interviews to recruit a new chair.

Ella T. – on the hiring committee for the Chair of the Board. Participating in Justice for Black Lives Winnipeg and Black Student Union stuff and connecting with the Professors at the University for community advising and research.

Celina C. – connecting with the North End Women's Centre about their needs due to COVID-19 and making a list of supplies they need to put a call out.

b. Minutes

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i. BOD 200819 OPEN

Motion to approve the August 19 minutes.

Moved by Sarah A.

Seconded by Ella T.

Motion carries

ii. BOD 200826 OPEN

Motion to approve the August 26 minutes

Moved by Dagen P.

Seconded by Alizeh F.

Motion carries

6. Communications

7. New Business

a. UWSA Rules of Order Policy & By-laws – For Approval

BE IT RESOLVED THAT by-law 6.7.ii and iii. is amended to read:

ii. The Chair of the Board of Directors shall ensure that all meetings that they preside over are conducted in an orderly fashion. The Chair of the Board of Directors is responsible for maintaining and enforcing the rules for conducting meetings, which are described ~~elsewhere in these By-Laws~~ in the UWSA Policy Manual. The rules for conducting meetings will be ~~Robert's Rules of Order~~ the UWSA Rules of Order unless

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others are established by the Board of Directors. The Chair of the Board of Directors will try to establish consensus wherever possible within the rules, and, if consensus cannot be reached, then proceedings and voting will follow ~~Robert's Rules of Order or whatever other rules have been established by the Board of Directors~~ the UWSA Rules of Order. ~~In the event of a conflict between Robert's Rules of Order, or whatever other rules have been established by the Board of Directors, and these By Laws, these By Laws will take precedence.~~

iii. The Chair of the Board of Directors shall ensure that a copy of ~~Robert's Rules of Order~~ the UWSA Rules of Order and any other established rules of conduct, including these By-Laws, are on hand at all times during any meeting of the Board of Directors and at Meetings of Members of the UWSA.

BE IT FURTHER RESOLVED THAT by-law 4.1.ii.d. is amended to read:

d. The Chair of the Board of Directors shall be a permanent seat on the UWSA Board of Directors. The Board of Directors upon recommendation by the Executive Committee shall appoint the Chair of the Board of Directors. ~~The Chair of the Board of Directors shall have a single vote, and may only be used in the event of an equality of votes or on committees in which they are an ex-officio member.~~

BE IT FURTHER RESOLVED THAT by-law 6.32.ix. is amended to read:

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ix. *Voting* - Motions arising at any meeting of Directors shall be decided by a majority of the votes unless otherwise stipulated within these By-Laws. ~~The Chair of the Board of Directors shall not be allowed to vote except in the case of an equality of votes.~~ Neither the Chair of the Board of Directors nor the Secretary of the Board of Directors shall vote on any matter. A motion put to the vote shall be decided by a show of hands, or another mutually agreed upon indication unless a confidential poll is requested by any Director before or after the results of a motion having been called to question. Unless a confidential poll has been requested, any declaration by the Chair of the Board of Directors (whether that be an indication that the motion has been carried, carried unanimously, carried by a particular majority of the votes or defeated) shall be final, and such results will be noted in the official Minutes of the UWSA for that meeting. These minutes shall be prima facie evidence of the fact, without proof of voting proportions for and against, of whether a motion was carried or defeated. This in no way prevents a Director from making a motion to overturn a previous decision.

BE IT FURTHER RESOLVED THAT Article IV. UWSA Rules of Order is added to the UWSA

Policy Manual:

[Article IV. UWSA Rules of Order](#)

Preamble

The UWSA Rules of Order were first drafted in response to a resolution approved by the Canadian Federation of Students' Circle of First Nations, Métis, and Inuit Students at

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their 2018 General Meeting in pursuit of more accessible and less colonial systems for meeting and planning in the community. In March of 2018, the UWSA approved a motion by General Meeting to act on this mandate from the Circle.

Policy Statement

The UWSA Rules of Order govern all meetings of the UWSA Board of Directors, committees of the board, and general meetings of the membership. For the purposes of this policy, “the chair” refers to the Chair of the Board of Directors, the chair of a committee, or any interim chair appointed to govern a meeting of the board, a committee of the board, or a general meeting of the membership. The chair is charged with upholding the UWSA Rules of Order. The chair has the authority to alter the Rules of Order only where necessary to make rulings based on an event that the current UWSA Rules of Order does not account for.

The chair has the right to remove members from the meeting, should they break the UWSA Rules of Order or violate the policies and by-laws of the UWSA. The chair will not entertain any form of harassment or aggression during any meeting of the UWSA. A member can raise a request for intervention at any time, at which point the chair can hear their concerns and deliver a ruling based on their concern.

Procedure



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1. Meetings of the UWSA convene on a schedule as outlined in the by-laws of the corporation and in the laws of the Province of Manitoba.
2. In order for the UWSA to take action in a meeting, an actionable proposal must be brought forward and approved by voting members.
 - a. Proposals include any actionable phrase, which can be defined as a statement describing what the corporation will do should the proposal be ratified by the voting membership. Proposals can be presented in the form of non-debatable proposals and debatable proposals.
 - i. A non-debatable proposal is a motion of procedure. It includes proposals regarding amendments to the agenda, appointments of students to positions within the board or on subcommittees, proposals to table discussion to a specified time, approving minutes from previous meetings, approving director and executive reports, granting speaking rights, approving oral and/or written statements by members and staff, and any calls for the meeting to end. Non-debatable proposals move directly from the proposal stage to the voting stage. Any member with speaking rights has the right to signal to the chair a request to ask clarification questions regarding the motion. In the event that a non-debatable motion fails, it cannot be raised again in the same context.

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- ii. All other motions are considered debatable and are subject to following the procedure outlined in The Proposal Stage, The Discussion Phase, and The Voting Stage.

3. Proposal Stage (“The Table”)

- a. In this stage, members may table their proposals for all members to see. The chair will allow up to 5 minutes for the directors to propose friendly amendments.

- i. Friendly amendments are amendments that the director moving the proposal agree to. A director can agree to an unlimited number of friendly amendments before the motion moves from the table to the following phase.

- ii. When the 5 minutes expire or when the proposing director directs the chair to move the proposal as it is worded, the proposal is considered to be “on the floor” and the chair begins the discussion phase.

4. Discussion Phase (“The Floor”)

- a. After the proposing member speaks to their idea, the chair will recognize all other members by moving around the circle. Each member with speaking rights will be allowed to ask questions pertinent to the proposal, propose amendments to the wording, provide their comments for the record, or pass.

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- i. The proposing member may redirect any questions to another willing member with speaking rights.
 - ii. If a member is not speaking to the wording of the proposal, any member present can say or sign “topic,” at which point the chair will remind the speaker to focus on the wording of the proposal in their questions and comments. Should a member need 3 reminders from the chair, their comments will be considered “in bad faith” and the chair will end that member’s speaking turn.
 - iii. If an amendment is proposed during the discussion phase, the defending member may choose to accept it as friendly (not voted upon) or contest it by putting it to a vote requiring 50% + 1 of voting members approve.
 - iv. If a proposal is amended through this process, the chair will restart the rotation from the person who amended the wording so that all members have a chance to speak to the revised wording.
- b. The chair will go around the circle once and then ask if there are any further questions warranting a second cycle.
 - i. Each member may only speak once during these two rotations.
5. Voting stage
- a. The member who originally put forth the proposal may speak for two minutes about the final wording of the proposal. They have this time to

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explain why they believe the membership should accept or decline the motion as it is written.

- b. The motion is put to a vote. The vote must achieve approval from 50% +1 voting members to be ratified.
- c. The chair does not serve as a tiebreaker under any interpretations of these rules. In the event of a tie, the proposal will be considered defeated.

6. Special Motions

- a. When the membership wants to hold a non-binding discussion that appears in the minutes, a member may propose a special discussion phase.
- b. A special discussion phase must be worded as a question for the membership with speaking rights to answer, provide commentary, seek counsel, or pass.
- c. The rules of the discussion stage as outlined above in effect upon the approval of the special discussion phase with the following exceptions
 - i. Special discussion phases cannot be amended
 - ii. The chair will only go around the circle once

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- iii. The member who proposes a special discussion may append a time limit on speaking times, no less than 3 minutes and no greater than 10 when they propose the special discussion phase.

Moved by Ella T.

Seconded by Dagen P.

Motion carries

c. State of Emergency Measures By-laws – For Approval

BE IT RESOLVED THAT the following by-laws are adopted into the UWSA By-law Package as “By-law 10: State of Emergency Measures”.

By-law X. State of Emergency Measures

Section A. Definitions

10.1 Election

The Annual General Election and By-Election of the UWSA as governed by the provisions found elsewhere in these by-laws.

10.2 Meetings of the UWSA

Any meeting authorized under the provisions of these by-laws including, but not limited to: meetings of the board, committees of the board, and general meetings of the membership.

10.3 State of Emergency

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Any circumstance which prohibits access to the University of Winnipeg campus or otherwise impedes the physical convening of the UWSA General Offices, membership, or board including, but not limited to: flood, fire, pandemic, natural disaster, government ordered state of emergency, and force majeure.

Section B. Procedure

10.4. Procedure for Calling a State of Emergency

- i. A state of emergency shall be called by the Chief Operating Officer of the UWSA under direction of the UWSA Executive and subject to approval by a majority vote of the Board of Directors.
- ii. The meeting at which a State of Emergency is approved shall be considered duly convened regardless of restrictions on virtual or telecommuted meetings found elsewhere in these by-laws and the Act.

Section C. Meetings

10.5. Meetings of the UWSA Under a State of Emergency

- i. Under a State of Emergency, meetings of the UWSA may be duly convened and shall be considered valid regardless of restrictions on electronic or telecommuted meetings found elsewhere in these by-laws.
- ii. Meetings of the UWSA held by electronic or telecommunication platforms must permit all persons participating in the meeting, including those entitled to vote on its business, to communicate adequately with each other during the meeting.

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- iii. Notice of meetings and methods of registration shall be duly posted on the UWSA website and shared on UWSA social media in accordance with the timelines stipulated for that type of meeting as provided for elsewhere in these by-laws.
 - a. The duty to post physical notice of meetings on campus bulletin boards, as set out in these by-laws, shall be waived during the period of a State of Emergency.

10.6 State of Emergency Meeting Procedures

- i. The General Manager in coordination with the appropriate chair shall arrange virtual meeting spaces as needed and shall reasonably ensure that meetings are accessible for directors, staff, and members.
 - a. Attendees of a meeting shall be provided an alternative method of contacting the chair to report accessibility issues, should the mechanisms provided by the virtual meeting space fail.
- ii. For the purposes of quorum, all attendees of a meeting held on a virtual platform shall be considered present if their phone or electronic device registers them as present. It is the duty of attendees to report communication issues to the chair.
 - a. Meeting quorum shall be monitored by the chair and the secretary.
Where quorum is lost due to technical difficulties, the meeting shall not be considered adjourned until 30 minutes have elapsed in which the

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member who lost connection can attempt to reconnect, or until the member reports through an alternative method that they are unable to return to the meeting.

- b. No business shall be discussed or approved in the interval in which quorum has been lost.
- iii. Where voting takes place at a meeting held on a virtual platform, the chair shall ensure that each vote is validly submitted and verified.
- iv. No proxy shall be valid at a virtual or telecommuted meeting.

Section D. Elections and Referenda

10.7 Election and Referenda Held During a State of Emergency

- i. Under a State of Emergency, the UWSA shall reasonably ensure that the bi-annual election and referenda cycle is respected.
- ii. The timing of an election cycle mandated elsewhere in these by-laws may be reasonably rescheduled and extended to accommodate the drafting of State of Emergency election rules, as determined by the Chief Elections Commissioner and approved by the REBLITE Board. Notwithstanding the foregoing, an election cycle must take place within the academic term during which it was initially scheduled.
- iii. An election cycle may only be cancelled during a State of Emergency when conditions exist that make voting impossible, as determined by the Chief

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Elections Commissioner and REBLITE Board, acting reasonably and exhausting all options to complete the scheduled election, subject to approval by a 2/3 majority of the Board of Directors.

10.8 State of Emergency Election Rules

- i. The Chief Elections Officer, in coordination with the General Manager and the Chair of the Board, shall draft a set of interim State of Emergency election rules to be approved by the REBLITE Board.
- ii. The State of Emergency election rules shall work in tandem with the election rules found elsewhere in these by-laws. Where there is contradiction between the State of Emergency election rules and the general election rules found elsewhere in these by-laws, the State of Emergency election rules shall be paramount and considered the applicable rules for an election cycle held during a State of Emergency.
- iii. State of Emergency election rules shall be established on the following timeline:
 - a. A set of rules guiding nominations and referenda question submission shall be prepared prior to the commencement of the nomination period of the given election cycle.
 - b. A set of rules guiding campaigning, campaign materials and expenses, election forums, voting, balloting, ballot count, campaign violations,

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complaints, and appeals shall be prepared prior to the All Candidate's Meeting.

- iv. Election rules enacted during a State of Emergency shall only be valid for the duration of the individual election cycle in question and shall expire once all complaints and appeals are resolved.
- v. Complaints with respect to the State of Emergency election rules may be made by any UWSA member. These complaints shall be considered appeals and shall be filed with the REBLITE Board in accordance with the election appeals rules found in the State of Emergency election rules and elsewhere in these by-laws.
- vi. During a State of Emergency election cycle, online balloting shall be arranged and all election rules contained in these by-laws mandating physical polling stations shall be inapplicable and of no force or effect.

Moved by Sarah A.

Seconded by Jacob A.

Motion carries

c. State of Emergency Motion – For Approval

Be it resolved that the UWSA calls a formal State of Emergency and implements the State of Emergency Measures.

Moved by Dagen P.

Motion carries.



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d. Re-Striking the Committees – For Approval

Be it resolved that the UWSA re-strike the committees of the board with the following director appointments:

By-law and Policy Committee	<ul style="list-style-type: none"> • Alizeh Faran • Dagen Perrot • Jacob Antman
Campaigns and External Relations Committee	<ul style="list-style-type: none"> • Celina Clements • Sarah Anderson • Alizeh Faran • Ella Taylor
Executive Committee	<ul style="list-style-type: none"> • Harsimrat Malhotra
Finance & Operations Committee	<ul style="list-style-type: none"> • Dagen Perrot
Student Life Committee	<ul style="list-style-type: none"> • Harsimrat Malhotra • Jacob Antman
REBLITE Board (Referenda and Elections By-law Interpretation and Transparent Enforcement Board)	<ul style="list-style-type: none"> • Sarah Anderson • Dagen Perrot • Alizeh Faran

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Be it further resolved that the student-at-large appointments made at the June 3, 2020 meeting of the board are nullified.

Be it further resolved that the UWSA circulates postings inviting student-at-large applicants to the subcommittees in accordance with the by-laws and policies of the organization.

Moved by Dagen P.

Motion carries

e. Simply Voting Capital Proposal – For Approval

J. Black motivated expensing the online voting platform for the 2020 By-Election to the UWSA capital budget to free up space in the already tight elections budget to make other accommodations for the online election.

BE IT RESOLVED THAT the UWSA allocates \$3,261.51 of capital funds to a one-year Unlimited Plan subscription with Simply Voting.

Moved by Alizeh F.

Motion carries

f. Computers for Schools MB Capital Proposal – For Approval

Dagen P. motivated that this motion is a straight-forward service that we can provide for students who are struggling right now.

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Be it resolved that the UWSA allocates \$5,500 of capital funds to provide 50 students with the upgraded computer models with Windows installed.

Be it further resolved that the UWSA evaluate the success of the program after the fall term and assess whether the program should run again in the winter term.

Moved by Dagen P.

Motion carries

g. Guaranteed Livable Basic Income Motion – For Approval

Jacob A. motivated that the federal motion for a Universal Basic Income addresses the need for continued and growing social supports which would help students in perpetuity reach their full potential.

Be it resolved that the UWSA will release an official statement in support of Motion 46 which calls on the federal government to introduce legislation and work with provincial and territorial governments and Indigenous peoples to ensure that a Guaranteed Livable Basic Income

- (i) accounting for regional differences in living costs,**

- (ii) for all Canadians over the age of 18, including single persons, students, families, seniors, persons with disabilities, temporary foreign workers, permanent residents, and refugee claimants,**

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(iii) paid on a regular basis,

(iv) not requiring participation in the labour market, education or training in order to be eligible,

(v) in addition to current and future government public services and income supports meant to meet special, exceptional and other distinct needs and goals rather than basic needs, including accessible affordable social housing and expanded health services, replace the Canada Emergency Response Benefit on an ongoing and permanent basis in a concerted effort to eradicate poverty and ensure the respect, dignity and security of all persons in respect of Canada's domestic and international legal obligations.

Moved by Jacob A.

Motion carries

Dagen P. moved to take a five-minute recess.

Motion carries

Ella T moves that the meeting enters closed session with an invitation to attending staff.

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Motion carries

Closed Session

8. Consent Agenda

9. New Business

10. Other Business

a. Board of Directors Schedule 2020-2021 – For Approval

BE IT RESOLVED THAT the Board of Directors 2020/2021 meeting schedule shall be:

Wednesday, Sept 30 – 5:30 p.m.

Wednesday, Oct 21 – 5:30 p.m.

Thursday, Nov 12 – 5:30 p.m.

Wednesday, Dec 2 – 5:30 p.m.

Wednesday, Jan 13 – 5:30 p.m.

Wednesday, Feb 3 – 5:30 p.m.

Wednesday, Feb 24 – 5:30 p.m.

Wednesday, Mar 10 – 5:30 p.m.

Wednesday, Mar 31 – 5:30 p.m.

Wednesday, Apr 21 – 5:30 p.m.

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BE IT FURTHER RESOLVED THAT that a Special General Meeting shall be called for
Wednesday, November 4 at 12:30 p.m. and the Annual General Meeting shall be held
Wednesday, March 17 at 12:30 p.m.

11. Adjournment

Ella T. moves to adjourn at 7:03 p.m.

Motion Carries

UWSA Day Care Management Committee Minutes
July 7, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

In Attendance:

Ioulia Berdnikova – Executive Director, UWSA Day Care Centre
Amy Desroches – Member/Acting Chair
Annie Laser – Member
Robyn Liddle – Member
Dennis Ng – Member/Treasurer
Justin Friesen – Member/Vice Chair
Natasha Hollett – Secretary
Kim Bhathal – Chair
Helen Cholakis – Member
Katharina Maier – Member
Karolya Vargscarr – UWSA Chief Operating Officer

Regrets:

Jose-Ann Dallas – Member

1.0 Start Meeting

The Chair called the meeting to order at 4:06 PM

2.0 Agenda and Minutes Approval

2.1 Motion to approve the July 7, 2020 agenda

Moved: Annie/Katharina
Motion carried

2.2 Motion to approve the March 12, 2020 minutes

There was no motion as there were no minutes for the March 12, 2020 meeting. The minutes were either lost or not taken during the meeting. It was the early stages of COVID-19 and there was a lack of attendance at that meeting which is why there may have been no minutes taken.

UWSA Day Care Management Committee Minutes
July 7, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

3.0 Reports

3.1 Executive Director's Report
Ioulia presented.

Enrollment:

According to the Government announcement, we are open to full capacity but there are some restrictions:

- All children should be in cohort max. 30 children. Smaller group sizes are preferred.
- Minimum 4 meters between cohorts.
- We will have the following cohorts: Infant 1 and 2 (16 children); Infant room (12 children); pre-school room (16 children); PS1,2,3 - 30 children (PS1 15 children and PS3 15 children); PS 4,5,6 -30 children (PS4 15 children and PS5 15 children).
- Total 104 children instead of 128 children.
- Siblings should be grouped together when reasonable.
- Where possible, staff and children should remain within the same group each day.
- Limit staff on site, if possible.
- Groups should not be in shares spaces. Each cohort has a designated time to play outside. Toys will be disinfected in between the groups. Children will sleep in their rooms. Active play center will be open for room 4 and 5 only.
- Only 4 staff can be in the staff room at a time. Staff can use the meeting room for lunch.
- Recommended to have pre-package snacks only. Our cooking / baking are minimum.

Staff:

- Each cohort has an additional staff (CCA) to help with cleaning and will cover the regular staff in a room during days off
- There are no return plans for 3 full time ECEs and one part time ECE due to low enrollment
- Cathy will go on CERB until end of October based on her request
- We paid all staff's insurance while they were on CERB. We are allowed to do it for 120 days after they were laid off.
- We have 4 summer students (ground keeper, inclusion staff, 2 CCAs to help with breaks and cleaning)
- Two inclusion staff are returning because children are in the center. Two children did not confirm a return date.

We added additional steps:

- Screening
- We walk children to the room if children / parents are ok with it. This way we are limiting the number of people in the hall and foyer.

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Day Care Centre – Via Zoom

- We are practicing hygiene practices.
- Disinfecting floor, toys, commonly touched surfaces a couple of times a day or more often as needed.
- Removed plush toys

Additional Expenses:

- PPE
- Cleaning supplies (a lot), hand sanitizes, disinfecting wipes
- Blinds for PS 1,2,3 for nap time
- Office space for Jin (computer, chair) because I do not want her to share with Cathy or Magdi
- Musical instruments for music class
- Washing machine (was broken beyond repair)

Grants / Financial support:

- We received a summer student grant for 4 students for 8 weeks, 37.5 hours per week, \$11.65 per hour + MERCs. Total amount \$16,228.00
- We received a \$6,000 summer activity grant from Winnipeg Foundation
- We qualified for 75% CEWS, hopefully we can receive it until the end of August. We claim it as part of UWSA. Tom calculates monthly if we are still eligible to apply.

Program:

- Renew Forest School for older children
- Music program
- Yoga
- Few entertainers. Mostly outside
- Many small activities in the rooms

We are following all health and safety guidelines outlined by ELCC

Other:

There was a discussion regarding the COVID-19 form and parents signing it without properly understanding what is in the form. The daycare needs to make sure all parents understand the form because we do not want people to enter the building if others in their household are sick.

Question: Why is the daycare not taking temperatures when people enter?

Answer: The guidelines say it is not a requirement to take temperatures. Also, the thermometers got lost in the mail.

Motion to accept ED report: Justin/Amy

Motion carried

UWSA Day Care Management Committee Minutes
July 7, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

3.2 Treasurer's Report

Dennis presented:

COVID-19 has benefited the UWSA Daycare financially. There is wage subsidy and revenue has not fallen much, financially things look good. The daycare is making sure staff are still earning an income. The daycare needed to refund parents for 2 weeks of fees for the 2 weeks in March, so the daycare is giving the parents 2 free weeks of child care when they return.

Question: With the loss of the Friday fundraiser, will the daycare be ok? Will there be other fundraising to replace this?

Answer: The daycare is ok, we will see in a month how things are going and decide if we are bringing them back. At this point, the parents may not feel comfortable with the idea of Friday lunches at this time. The rest of the committee agreed that it makes sense to wait on the fundraising lunches.

Motion to accept treasurer's report: Justin/Amy

Motion carried

4.0 New Business

4.1 Karolya's updates. Re: Executives and Board

The UWSA was recently in the news about an incident that happened in March. On June 16th a decision was made to suspend the executive member indefinitely until the situation is resolved. A consultant was hired and this person has been very helpful.

On July 8th the UWSA is meeting to discuss the revised budget because of student enrolment. We could expect a 4% reduction in the budget so we need to keep looking at it as some of the daycares fee come from student enrolment.

Question: The daycare's surplus – Is that still intact?

Answer: There is no issue there. The UWSA is not in any financial danger. However, the UWSA is paying special attention to the budget this year because Simon said there cannot be any deficits in the budget.

The UWSA has hired a professional CFO, it used to be a student, but that has changed. The UWSA still has over a million dollars in the bank and at this time the UWSA is spending more on administrative costs, but nothing on events due to COVID-19. Events used to be ~\$220,000.

UWSA Day Care Management Committee Minutes
July 7, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

4.2 Infant/toddler situation due to COVID-19

The daycare is facing the challenge of transitioning infants to toddler rooms once they become 2 years old. This is because of the restrictions on the number of children per room leading to a lack of spaces available for toddlers at the daycare. There are 24 less spaces in the daycare now, so the maximum number of children at the daycare is 104, not 128. The daycare is still over capacity because of these new rules and 9 children who attended the daycare before the COVID-19 shutdown are still without a space. There will be 3 babies who will turn 2 in August, so the daycare will begin to lose revenue in August.

Daycare's Options:

- 1) The transitioning toddler stays in the infant room and the daycare charges the family less (toddler fee) and loses revenue (Infants are \$610, Toddlers are \$426)
- 2) We do not guarantee a spot for a child once they turn 2 years old

loulia's proposal: From now on we give spots to the youngest babies, that way the daycare gets the most revenue while they are at the daycare. She does not want a current child of the daycare to have to find a new daycare when they turn 2, so for now the daycare would take the loss in revenue for the transitioning toddlers.

The committee discussed the options and loulia's proposal and agreed it would be a good idea to revisit this issue in 3 months. At this time, the daycare is fine financially and ethically the daycare would like all children to progress to the next stage in the daycare. Justin has offered to draft up the consent form for the parents with infants about the expectations of the daycare regarding this matter.

There was a motion to move the decision made by the DMC to allow children who would normally turned 2 and moved to the toddler room, to stay in the infant room due to budgetary approval. Annie Second the motion. The committee voted and the motion was approved to allow current children to remain in an infant spot until the issue is revisited in September.

Motion: Katharina/Amy
Motion carried

5.0 In-Camera

6.0 Next Meeting Date and Adjournment

6.1 Next Meeting Date: August 13, 2020

6.2 Adjournment

Motion to adjourn at 5:24 PM

Moved: Dennis/Natasha

Motion carried



UWSA Day Care Management Committee Minutes
August 6, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

In Attendance:

Ioulia Berdnikova – Executive Director, UWSA Day Care Centre
Amy Desroches – Member/Acting Chair
Robyn Liddle – Member
Justin Friesen – Member/Vice Chair
Annie Laser – Member
Natasha Hollett – Secretary
Helen Cholakis – Member
Jose-Ann Dallas – Member

Regrets:

Dennis Ng – Member/Treasurer
Katharina Maier – Member
Karolya Vargscarr – UWSA Chief Operating Officer
Kim Bhathal – Chair

1.0 Start Meeting

The Chair called the meeting to order at 4:08 PM

2.0 Agenda and Minutes Approval

2.1 Motion to approve the August 6, 2020 agenda

Moved: Helen/Annie
Motion carried

2.2 Motion to approve the July 7, 2020 minutes

Moved: Robyn/Natasha
Motion carried

UWSA Day Care Management Committee Minutes
August 6, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

3.0 Reports

3.1 Executive Director's Report
Ioulia presented.

Enrollment:

- 83 children have returned to the Daycare
- All pre-school spaces will be filled by August 24
- 90% of the infant spaces will be full by August 24

Staff:

- The daycare is keeping the summer students for the month of August. Two students will work until August 21 and 2 students will work until September 4
- Out of 41 staff on the payroll:
 - 4x Students
 - 3x Maternity leave
 - 1x Out of country
 - 24x Returned to work
 - 3x Have a return date within next few weeks
 - 2x Beginning in September
 - 1x New staff, Young, will start August 10th due to our prior commitment. She will work in the old infant room.
 - 4x Staff still on EI until we will be able to open more spaces (2x ECEs, 1x CCA/Inclusion staff, 1x part time ECE)
- Inclusion: We have 5 children who we are supporting now, but who are not receiving funding from ELCC
- Kamal is probably leaving the end of August. He might stay on the sub list for later.

Program:

- Music once a week
- Yoga once a week
- Guitar Garry on Fridays
- Ryan Price - Bubble party, magic shows, foam party (Ioulia will check about the safety of the foam party due to COVID-19, if she doesn't feel it is safe, then they will do the bubble party again)
- Forest school activities in PS 4,5

COVID-19:

- The daycare is keeping the children in separate cohorts
- Screening at the door. If a child is sick, even with mild symptoms, then they are to stay home
- The daycare is encouraging parents to wear masks during drop off/pick up

UWSA Day Care Management Committee Minutes
August 6, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

- Limiting number of people in the building
- Extra cleaning and disinfecting

Other:

- Possible Student to attend the daycare as part of educational training – Ioulia to consult with the student to ask about social activities, COVID-19 prevention, etc. As well, she will ask to have the student attend the daycare for the full 2-week period.

3.2 Treasurer's Report

Dennis sent his response via email:

We are still in a very strong financial position, and have increased our total surplus for the year, from \$152,802 at the end of June to \$197,248 at the end of July. The majority of this surplus money is coming from the government's wage subsidy, which has kept revenues similar to our normal levels, while expenses have fallen by about \$50,000 per month (mostly wages and related expenses, like CPP and EI contributions), since the daycare is still operating below capacity. The wage subsidy in its current form is scheduled to conclude at the end of August, and while the government is working on legislation to extend the subsidy, it is not clear that the daycare would qualify after that once parent fees return to their normal levels. The end of the subsidy will not affect the daycare's ability to balance its monthly budget going forward.

Motion to accept Executive director and Treasurer's Reports: Natasha/Annie

Motion carried

4.0 New Business

4.1 Revised Budget

The UWSA Daycare has revised the budget, as there has been some increases and decreases in costs due to COVID-19. The daycare has the numbers for March to August, and knows the fees for September to December (104 children). The daycare is hoping to be at full capacity (128 children) after Christmas. Some examples of budget changes: fundraising has dropped from \$8000 to \$3000, revenue has gone down, and so has expenditures. In the end, the budget is balanced.

The Committee moved to approve the revised budget. The committee approved. Ioulia will send the revised budget to Kim to sign off.

4.2 Flu Shots

UWSA Day Care Management Committee Minutes
August 6, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

The committee discussed whether the daycare should implement that all staff must get the flu shot this year. The committee decided that Ioulia should strongly encourage the staff to get the flu shot, but it is not mandatory. Ioulia suggested potentially holding a clinic at the Daycare for the staff; the committee thought this was a good idea.

4.3 Air purifiers

Ioulia was thinking to buy air purifiers for the Daycare, mainly the infant rooms, but after consulting with the building advisors there was no need. This is because the filters that are already in place in building can be swapped out for better filters (similar to HEPA filters) to filter out the air in the daycare.

5.0 In-Camera

6.0 Next Meeting Date and Adjournment

6.1 Next Meeting Date: September 10, 2020

6.2 Adjournment

Meeting adjourn at 4:57 PM

Moved: Helen/Amy

Motion Carried

Motion carried

UWSA Day Care Management Committee Minutes
September 10, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

In Attendance:

Ioulia Berdnikova – Executive Director, UWSA Day Care Centre
Amy Desroches – Member/Acting Secretary
Justin Friesen – Member/Vice Chair
Annie Laser – Member
Jose-Ann Dallas – Member
Dennis Ng – Member/Treasurer
Katharina Maier – Member
Karolya Vargscarr – UWSA Chief Operating Officer
Kim Bhathal – Chair

Regrets:

Natasha Hollett – Secretary
Helen Cholakis – Member
Robyn Liddle – Member

1.0 Call Meeting to order

Regrets: Natasha, Helen, Robin, Chair: Kim, Secretary: Amy

2.0 Agenda and Minutes Approval

2.1 September 9, 2020 Agenda

2.2 August 6, 2020 Minutes – Motion to approve (Justin, Dennis)

3.0 Executive Director Report (Motion to approve: Kim, Amy)

Enrollment:

- We have 99 children enrolled. We still have 5 infants empty with a start dates in October. We just didn't want to enroll all new infants at the same time. We want to do a gradual enrollment to give the staff enough time to help them adjust to the daycare as the babies starting in October are under 12 months.
- Due to COVID we still have 24 pre-school spaces closed.

Staff update:

- We have 86.36% of trained staff (ECE II and III). – requirement is 66.6%, so higher number than is the recommended level.
- Each cohort has an additional staff to cover breaks and sick time.
- 3 staff (CCAs) part of the day working inclusion hours. We were approved for 2 children 7 hours per day each and one child 4 hours per day.

UWSA Day Care Management Committee Minutes
September 10, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

- We have minimum staff's movement from room to room. If we have to move staff members to different room, they will stay in the rooms for the whole day with the cohort and we will have a record of it.
- I ordered lunch on September 4th for the staff. I will try to do something special for staff at least once a month. Every Thursday I pick up special treat, usually ice cream. We recognized staff's Birthday. I usually pick up a card and chocolate.

COVID:

- We still running 5 cohorts (Infant 1 and 2 – 16 children; Pre-school room – 16 children; PS 1,2,3 – 30 children; Infant room – 12 children; PS 4,5,6 – 30 children).
- We do extra cleaning and sanitizing.
- We have enough cleaning supplies in the center.
- All staff and parents require to wear masks.
 - Trying different masks to find most comfortable ones.
- I ordered reusable masks and pocket hand sanitizer for all the staff with UWSA Logo.
 - Small hand sanitizers
- We are screening the children. We are having some problems sending children home with flu symptoms and reinforce the guidelines from Manitoba Health.
- Not as many pictures in hallway – more in HiMama, to discourage from stopping in hallways.
- Practicum students in slots only vs. weekly – 6 weeks at a time – Preschool room only.

Program:

- We are trying to keep routine normal as possible.
- We have weekly yoga and music classes.
- Guitar Garry will come weekly to the center.
- We arrange outside time the way that the cohorts do not overlap. Each child has a time slot to play outside every day.
- We are trying to communicate to parents through HiMama giving more details about children's day due to lack of oral communication.
- We are not posting a lot in a hall because we don't want parents to spend a lot of time looking at poster.
- We are going to have a practicum student start in the preschool room. She is going to start on Thursday, September 10th. She will be with us for 6 weeks.

Housekeeping Items:

UWSA Day Care Management Committee Minutes

September 10, 2020 – 4:00 p.m.

Day Care Centre – Via Zoom

- Blinds in PS123 will be installed on Monday, September 14.
- Two armchairs and one office chair will be delivered next week.
- I placed a small order for some toys.
- Children's couch in PS 2 is in repair (Foam Solution).
- We have a bug problem in a Kitchen. Physical plant is working on it. It is a small issue, but we want to deal with it right away before it turns into bigger problem.
- I placed an order to refinish meeting room. Now staff using it as a second staff room.
- Our debit machine isn't working yet.
 - Finally fixed!

New Business

- Kim mentioned a mask that was clear and will send Ioulia a link.
- Audit statement, touch base with auditor
- Financial should all be okay

UWSA Day Care Management Committee Minutes
September 10, 2020 – 4:00 p.m.
Day Care Centre – Via Zoom

4.0 New Business

- 4.1 AGM October 15,2020 @ 6:00
- 4.2 Greenspace – large rocks are a bit of a problem with the older kids – because they are picking them up and carrying them. Some have injured kids. Should we look into relandscaping that area? Ioulia would like to get a company in to give some ideas about what could be done there. Shelmerdine's did the previous version, so Ioulia will touch base with them to see if they have ideas and look into working something into next year's budget. We can also apply for grants for updating the greenspace. Annie will send the name of another company she knows as well.
- 4.3 Date/time of meeting – Thursdays at 6:30 pm over Zoom

5.0 Next Meeting Date and Adjournment

- 5.1 Next Meeting Date: October 8, 2020 – 6:30 pm
- 5.2 Adjournment (Motion – Kim, Dennis)



UWSA

THE UNIVERSITY OF WINNIPEG
STUDENTS' ASSOCIATION

Positive Space Consultations and Policy Creation

September 30, 2020

Jennifer Black – General Manager

HISTORY AND CONTEXT

The Positive Space campaign began in 2011 as part of a CFS National campaign focused on creating safer spaces for 2SLGBTQ* students. The campaign included a successful referendum proposing a levy for dedicated funding for Positive Space programming. In the fall of 2012, the levy was implemented. The vision of Positive Space has evolved over the years to encompass all anti-oppression work of the UWSA, however, the Positive Space Policy failed to evolve in line with that mission and largely covered hiring processes for a “Positive Space Coordinator”.

In September 2019 the updated combined Policy Manual of the UWSA was approved by the board without a Positive Space Policy, and the executive worked with staff and the by-law and policy committee on a new draft. In the spring of 2020, the draft was taken to a campus Elder for feedback. We were told that the policy should have been drafted after consultations, not before, and that broader community consultation was needed. In response to that feedback, the policy draft was tabled. This proposal covers the schedule and budget for an in-depth consultation campaign to take place over the fall of 2020, the results of which shall inform the drafting of a new Positive Space Policy (the policy) over winter 2021 with the final approval of the policy scheduled before the end of this board's term in April.

CONSULTATIONS TIMELINE AND STRUCTURE

The board has identified by motion six communities/community organizations to prioritize in the first round of consultations on the policy: The Spence Neighbourhood Association; The Manitoba Harm Reduction Network; Community Disability and Mental Health Advocates and students with disabilities; Indigenous Elders and students; Black Elders and students; 2SLGBTQIA* Advocates, prioritizing Two-Spirit and Trans Advocates, and 2SLGBTQIA* students. Additionally, we are proposing a general BIPOC student consultation and a general student consultation. With the help of the Events and Communications departments of the UWSA, we are proposing the following consultation timeline and structure:

- **The Spence Neighbourhood Association**
October:
 - 2 directors consult, 1 staff person to take notes;
 - Compensated at industry rate/donation to organization.

- **The Manitoba Harm Reduction Network**
October:
 - 2 directors consult, 1 staff person to take notes;
 - Compensated at industry rate/donation to organization.

- **Community Disability and Mental Health Advocates and Students with Disabilities**
October:



-
- 2 directors consult Access Lounge Coordinator, Disability Justice Collective, Accessibility Services, and Advocates as identified by the aforementioned; 1 staff person or appropriate delegate to take notes;
 - November:
 - Advocates facilitate roundtable with community and students, supported by same 2 directors; 1 staff person or appropriate delegate to take notes;
 - Advocates compensated at industry rate/donation to organization.
 - Indigenous Elders and Students
 - October:
 - 2 directors consult with the Indigenous Students' Association, Aboriginal Student Services Centre, University Elders, and any other Elders as identified by the aforementioned; 1 staff person or appropriate delegate to take notes;
 - November:
 - Elders or appropriate delegates facilitate roundtable with community and students, supported by same 2 directors; 1 staff person or appropriate delegate to take notes;
 - Gift of thanks and compensation for Elders as determined by protocol and in consultation with the Elders in question.
 - Black Elders and Students
 - October:
 - 2 directors consult with the Black Student Union and Black Community Elders/Advocates as identified by BSU; 1 staff person or appropriate delegate to take notes;
 - November:
 - Elders/Advocates facilitate roundtable with community and students, supported by same 2 directors; 1 staff person or appropriate delegate to take notes;
 - Gifts of thanks and compensation for Elders/Advocates as determined by protocol and in consultation with the person in question.
 - 2SLGBTQIA* Advocates and Students
 - October:
 - 2 directors consult with WTSC Coordinator, Rainbow Lounge Coordinator, Sunshine House, and 2SLGBTQIA* Elders/Advocates (prioritizing Two-Spirit and Trans Elders/Advocates) as identified by the aforementioned; 1 staff person or appropriate delegate to take notes;
 - November:
 - Elders/Advocates facilitate a roundtable with community and students, supported by same 2 directors; 1 staff person or appropriate delegate to take notes;
 - Compensation at Industry rate/donation to organization/compensation determined in consultation with person in question.
 - BIPoC Student Consultation
 - October:



- 2 directors consult with BIPoC Lounge Coordinator and Students of Colour Collective; 1 staff person or appropriate delegate to take notes;

November:

- Facilitator chosen by the aforementioned facilitates roundtable with community and students; 1 staff person or appropriate delegate to take notes.

- **General Student Consultation**

January:

- Chair of the Board facilitates larger town hall with all community and students invited.

METHODS AND OUTCOMES

The format of the consultations and roundtables, and the questions that are asked, can be created by the community in question to ensure they're appropriate to that community. The following questions may be used as a guideline:

- What does 'positive space' mean to you?
- What are some of the key elements that should be present in a positive or safer spaces policy?
- What are some communities that should be involved in creating a positive space policy?
- What elements make a space unsafe? How can a positive space be created on campus?
- What elements make a virtual space unsafe? How can a positive space be created virtually?
- How can a positive space or safer spaces policy protect students from under-represented communities from harm?
- Do you have any examples of positive space/safer spaces policies you particularly like?

Those consulted in the first round of consultations can help shape the format of the roundtables to ensure they're appropriate. UWSA staff shall be present to take notes; however, if there is not a staff person who identifies with the community in question for a closed community consultation, a scribe can be appointed by that community and they shall be compensated an honourarium for their service. The directors who volunteer for each community consultation will work with the advocates/Elders and the General Manager to ensure an appropriate scribe is appointed.

Meetings shall be held in the format requested by the person being consulted, either through zoom meeting, phone call, email response, or in-person while socially distanced.

POLICY DRAFTING

Notes shall be compiled from the consultations and roundtables and presented to the By-law and Policy Committee to inform the drafting of the policy. The first draft of the policy shall be circulated to those involved in the consultations, posted to the website, and shared via social

media by the end of February for further feedback. The final draft of the policy shall be presented to the board for approval by the end of April.

BUDGET

Advocates and Elders shall be compensated or presented a gift in a manner appropriate for their station. Indigenous Elders shall receive tobacco with the request for their participation (where possible under COVID restrictions) and all Elders will be consulted about culturally appropriate invitation, consultation, and gifts/compensation. Those who facilitate a roundtable will receive additional compensation/gift for that session.

We recommend re-allocating \$7,000 of the Positive Space Budget for the consultations.

Two paid consultants per community \$200 per session, at two sessions each (one consultation and one roundtable):

$2 \times 7 \text{ communities} = 14$

$\$200 \times 14 \times 2 = \$5,600$

Some communities may require additional paid participants. An additional \$1,400 shall be earmarked for compensation. Where scribes are needed, we are recommending a \$100 honourarium per session.

MOTION RECOMMENDATION

BE IT RESOLVED THAT the UWSA earmarks \$7,000 of the positive space budget's professional development line for the positive space consultations and policy drafting.