3 May 2021
6:00
Google Hangout

ATTENDANCE

<table>
<thead>
<tr>
<th>NAME</th>
<th>PROXY</th>
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<tbody>
<tr>
<td>Simran Dhillon</td>
<td>Y</td>
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<tr>
<td>Andrew Batycki</td>
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<td>Julia Catherine Villoso</td>
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<td>Reagan Nicole Morris</td>
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<td>Ghalia Aamer</td>
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<td>Maria Julia Nicole De Grano</td>
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<td>Nolan Orvold</td>
<td>Y</td>
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<td>Kristen Stoik</td>
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MINUTES (AC 2021-00)

2021-00/1  INTRODUCTION

2021-00/1a Call to Order
Meeting called to order at 6:00pm.

2021-00/1b Approval of Agenda

2021-00/1c Approval of Minutes

2021-00/1d Chair’s Business

2021-00/2 QUESTION/DISCUSSION PERIOD

2021-00/3 COMMITTEE BUSINESS

2021-00/3a Selection of a Chair

BATYCKI nominated DHILLON: accepted.
DHILLON is elected as chair of Audit for the 2020-2021 session.

2021-00/3b DHILLON/DEGRANO MOVED to approve Audit Standing Orders.
**Audit Tasking**

DHILLON: Outlined that the Committee's concerns from 2020-2021 related to having no audit deadlines, no regular meeting schedule, an eClass that did not include all SRA, a lack of understanding around audit processes, and a distance between councillors and the organisations they audit.

VILLOSO: Noted that a recurring problem is that SRA fail to submit their audit materials after receiving requests from the Committee.

DHILLON: Outlined that the Committee will improve its efficiency by tasking members to auditing specific organisations throughout the year, training Faculty Associations on audit submissions, and improving training for Committee members.

AAMER: Inquired as to whether the Committee will complete auditing as a group or independently.

DHILLON: Responded that the Committee will learn how to audit by completing an audit as a group. Clarified that the Committee will thereafter only meet to approve independently-completed audits, working as a group only where deadlines are not being met.

VILLOSO: Agreed that meetings are useful to check-in on the Committee's independent auditing work. Inquired as to when the Committee will be completing the executive credit card audits.

DHILLON: Responded that they will be completed soon.

**Presentation on Audit Duties & Timelines**

STOIK: Outlined that the Committee audits the SU internally and Student Representative Organisations (which have different timelines for audit completion and have different audit requirements depending on whether they are a provincially recognised society or a University student group). Noted that the Committee will also select an SU auditor, review alterations to the SU budget, audit budget compliance, and audit granting DFUs.

DHILLON: Inquired as to the ramifications of organisations that do not submit audit materials.

STOIK: Responded that the Committee can set up a system for reprimands in collaboration with Student Group Committee. Outlined that all associations must provide budget and statements within four months of their fiscal year end. Clarified that the types of groups needing auditing are associations registered as a society not collecting fees, associations collecting fees (FAMF,
RAMF, SRA fee), and student groups that collect campus association transfer payments (ASA, AUFSJA). Identified that the Audit Duties & Timelines Google Sheet includes information about what needs to be submitted and what groups need to be audited. Noted that the Committee, while traditionally not doing these activities, also has the mandate to review budget compliance with bylaw, SU contracts, evidence of the SU developing alternative income to fee revenue, and recommendations from SRA on the continuation or deletion of fees.

DHILLON: Inquired as to whether the Committee would manage issues when an SRA are in non-compliance with contracts they have with the SU.

STOIK: Responded that the Committee would review SRA compliance with contracts such as the Single Source Cold Beverage Agreement but that others may fall into the purview.

BATYCKI: Inquired as to whether the Committee audits all SRA, even those that do not spend money collected from a student fee.

STOIK: Responded in the affirmative. Clarified that all SRA operate on delegated authority from the SU and, therefore, require auditing.

DHILLON: Inquired as to whether groups that were unaudited in the last session of Council were left unfunded.

STOIK: Responded in the affirmative. Clarified that money is not released to SRA unless and until an audit is approved.

DHILLON: Inquired as to what will happen if the Committee struggles to get an organisation's auditing materials from the last year.

STOIK: Responded that specialised services and supports can be provided.

DHILLON: Inquired as to whether the Audit Duties & Timelines Sheet list includes all auditing the Committee will need to complete.

STOIK: Responded in the negative. Clarified that the list only includes SRA and that the Committee will also be auditing the SU budget and SU credit cards.

BATYCKI: Inquired as what audits were left uncompleted in the last session of Council.

DHILLON: Responded that there were five unapproved audits, including OASIS.
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<td><strong>DHILLON/DEGRANO MOVED</strong> to approve Audit Standing Orders.</td>
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