Date: July 17th 2014 Time: 6.04 pm

In Attendance:
JAMES HWANG (Chair)
BO ZHANG
CORY HODGSON
ZHAOYI CHEN (Proxy)

Excused Absence:
UMER FAROOQ
JUSTIS ALLARD
JAMIE HUDSON
VIVIAN KWAN

Others in Attendance:
SACHITHA KUSALADHARMA

1. CALL TO ORDER: The meeting was called to order by HWANG at 6.04 pm.

2. APPROVAL OF AGENDA: ZHANG moved to approve the agenda for July 17, 2014 as tabled. The motion was seconded by CHEN.
   Vote 4/0/0
   CARRIED

3. APPROVAL OF MINUTES: HWANG moved to approve the minutes for July 03, 2014 as tabled. The motion was seconded by ZHANG.
   Vote 4/0/0
   CARRIED

4. DRAFTING: Elections Staff Hiring Bill
BYLAWS FOR
SECOND READING

ZHANG: I think it’s better to not do this here during the meeting as it may take time.
HWANG: Let’s do it here. There are only some minor things to do.
We need to change the word “appointed” to “ratified”.
HODGSON: We need to add a clause to capture the sixth point, which is if the CRO is not in place by a certain time, the decision is left to CAC (Council Administration Committee). Do you remember how it is worded?
ZHANG: It’s worded as “If the Chief Returning Officer position is vacant after the hiring process, the Council Administration Committee shall explore options to fill the position”.
Two councilors told me that there was no mention whether the candidate should be ratified by Council after CAC explores other options. Maybe we should add that to the end.
HODGSON: Yes. I think that’s fine.
You should also name this committee as the “Chief Returning Officer hiring committee”.
ZHANG: You shouldn’t use wording which may imply that the hiring committee should convene again. We don’t want that to happen. We just want CAC to do it.
Why do you have to specify the hiring process later? It’s just there, and self-explanatory.
HODGSON: Because someone may be confused as to what hiring process we are referring to.
We just want CAC to recommend a candidate to Council. They can write about the process in their Standing Orders. We don’t want to specify it in bylaw.
ZHANG: Yes. That can be a recommendation to them.
HODGSON: The current CRO (Chief Returning Officer) is involved with hiring the DRO (Deputy Returning Officer). It doesn’t say here explicitly though. The CRO hiring happens at the end of a CRO’s term, and the DRO hiring happens at the beginning of a CRO’s term. So actually they are two different CROs that would do it.
HWANG: What about changing the date of the DRO hiring?
HODGSON: Was that in the first principles?
HWANG: I think Rebecca brought it up. She said that they were random lackeys if we hire them after the fall election.
HODGSON: I think they want the DRO hired after the by-election. They don’t want a DRO for the by-election.
ZHANG: Does the CRO need help in all those months to set up the second election?
HODGSON: The CRO will need help starting from around January. Maybe December.
ZHANG: Yes. If the DRO is not doing anything during September, October, and November, why should we have one during that time?
HODGSON: I think we should leave it at October. It’s okay.
HWANG: I think we didn’t deal with it in the first principles.
HODGSON: Yes. I don’t think we can put it in.
HWANG: We named the CRO hiring committee. Shall we name the DRO hiring committee as well?
HODGSON: I don’t think it needs a name in bylaw.

The committee worded the Elections Staff Hiring Bill for second reading as follows:

**Bylaw 0100, Section 18:**
(5) The Council Administration Committee
   (a) has authority to amend, adopt, or rescind standing orders of Students’ Council after an initial set of standing orders has been adopted by Students’ Council;
   (b) shall make recommendations to Students’ Council on the structure of Students’ Council and standing committees;
   (c) shall oversee the Speaker and the Chief Returning Officer of the Students’ Union;
   (d) shall oversee the progress of Students’ Council’s legislative agenda;
   (e) shall review recommendations of the Discipline, Interpretation and Enforcement Board within two meetings of release of the ruling.

**Bylaw 2100, Section 5:**
5. Elections Staff Hiring Process
   (1) The Chief Returning Officer shall be ratified by Students’ Council after a recommendation is issued by a Chief Returning Officer Hiring Committee composed of:
      a. the Chief Returning Officer, as chair, voting only in the event of a tie;
      b. two (2) members of the D.I.E. Board;
         i. in the event that less than two (2) members of the D.I.E. Board are available to serve on the committee on at least seven (7) days’ notice, the Council Administration Committee may make an appointment to the committee from outside of the D.I.E. Board, for each D.I.E. Board seat on the committee unable to be filled.
      c. the Chair of Council Administration Committee, as a non-voting member;
         i. the Chair of Council Administration Committee shall forward the selection committee’s recommendation to Students’ Council.
      d. the Manager of Discover Governance, as a non-voting, administrative member.
   (2) If the Chief Returning Officer position is vacant after the hiring process in 5(1) has occurred, the Council Administration Committee shall recommend a candidate to be ratified by the Students’ Council.
   (3) The Deputy Returning Officer(s) shall be hired by a committee composed of:
      a. the Chief Returning Officer, as chair, voting only in the event of a tie;
      b. two (2) members of the D.I.E. Board;
         i. in the event that less than two (2) members of the D.I.E. Board are available to serve on the committee on at least seven (7) days’ notice, the Council Administration Committee may make an appointment to the committee from outside of the D.I.E. Board, for each D.I.E. Board seat on the committee unable to be filled.
      c. the Chair of Council Administration Committee, as a non-voting member;
i. the Chair of Council Administration Committee shall forward the selection committee’s recommendation to the Council Administration Committee.

and

d. the Manager of Discover Governance, as a non-voting, administrative member.

HWANG moved to approve Bill 1 in its second reading.
The motion was seconded by ZHANG.
Vote 4/0/0
CARRIED

5. DRAFTING BILLS FOR FIRST READING

(a) Conflict of Interest Bill

HODGSON: The biggest problem in bylaw right now is that there is no definition of conflict of interest. We got this from multiple places. We have taken stuff Amanda Henry (former manager of Discover Governance) wrote about conflict of interest for the Oliver Community League, and things from the University’s conflict of interest policy.

We included a flowchart as we thought it was the easiest way to elaborate.

The other problem with bylaws right now is that it doesn’t say you cannot vote if you are have a conflict of interest.

Councilors on the boards of DFUs (Dedicated Fee Units) are there to represent the Students’ Council. So, there would be no conflict of interest if they talk about that DFU. That person actually has the most knowledge about it.

Most often, most cases of conduct relating to conflict of interest aren’t intentional. It’s just that they didn’t know. The flowchart is basically what the second principles would look like. When you have a conflict of interest, even though you can’t vote, you can talk about it after declaring. If not, you can recuse yourself. If you had already voted, you can inform the Speaker about it, and in an extraordinary circumstance, the motion may be reconsidered. If you think another person is in a conflict of interest, you inform the Speaker. The Speaker would approach the person and ask what he/she has to say about it. If they agree that it’s a conflict of interest, they would declare it. If they don’t agree, it goes to DIE (Discipline, Interpretation and Enforcement) board. We want to have a preventative passive process rather than an aggressive one.

The committee agreed on the first principles as follows:

i) Conflict of interest includes any situation where an impartial observer may reasonably question whether the actions or decisions of a member of Students’ Council were influenced by their personal or financial interests, given a divergence between those interests and their
obligations to Students’ Council.
ii) Councillors determined to be in a conflict of interest via the appended flowchart must refrain from voting. They must choose to recuse themselves from debate or declare any conflict of interest to Council prior to debate.
iii) Councillors appointed as a Students’ Council representative to boards of Dedicated Fee Units represent the interests of the Students’ Union, not the Dedicated Fee Unit. As such, they may freely vote on and discuss issues related to that Dedicated Fee Unit.
iv) Students’ Council recognizes that most inappropriate conduct related to conflict of interest issues is not malicious, and commits to resolving conflict of interest issues informally and at the earliest possible stage.
v) (refer to shared online flowchart document)

**HODGSON moved to approve Bill 2 in its first principles.**
*The motion was seconded by HWANG.*
*Vote 4/0/0*
*CARRIED*

**(b) BFC and GAC Amalgamation Bill**

ZHANG: Is this actually a bylaw?
HODGSON: Yes. It’s a change in bylaw.
ZHANG: In first principles, are we characterizing the change we are making, or the reasons for the change?
HWANG: The reasoning would be for debate.
HODGSON: We can do some principles like that. We can say that financial matters of the Students’ Union should be amalgamated to one standing committee, except those duties of the Audit Committee. That one committee should be named the Finance Committee.
ZHANG: Will it be too much work?
HODGSON: It will be fine. We also have to say that membership of the Finance Committee should be enhanced.
ZHANG: We should have a lot of good reasons when we bring this to Council.
HODGSON: Don’t worry. I’m ready with the reasons.
It’s better to say that BFC (Budget and Finance Committee) and GAC (Grant Allocation Committee) should be amalgamated. CAC also has some financial duties. We don’t want someone to interpret those being under the Finance Committee too.
HWANG: Shouldn’t we specify about the membership. Someone can interpret that we are forming a super committee, and that membership would just double!
HODGSON: Yes. We should reflect that.
ZHANG: Why wouldn’t you put GAC into BFC? That would be a good counter argument.
HODGSON: BFC has never met. On the other hand, GAC is already meeting
regularly.
There should also be a clause saying that BFC should cease to exist.

*The committee agreed on the first principles as follows:*

i) The duties of the Budget and Finance Committee shall be adopted by the Grant Allocation Committee.

ii) The Grant Allocation Committee shall be renamed as the Finance Committee.

iii) Membership of the Finance Committee shall be expanded by a reasonable amount.

iv) The Budget and Finance Committee shall cease to exist as a Students’ Council Standing Committee.

*HODGSON moved to approve Bill 3 in its first principles. The motion was seconded by HWANG. Vote 4/0/0 CARRIED*

6. **GENERAL ORDERS**

   (a) Adding Attendance requirements in Bylaw Standing Orders

   *HWANG read out the proposed amendment.*

   “10(2) The Bylaw Committee shall, at its discretion, recommend to Students’ Council the removal of a voting member who has been absent, without proxy, for at least three consecutive meetings.”

   *ZHANG: If there’s no specific mention, we should do it ourselves. Whatever decisions we make, it’s going to be seen by Council anyway. If they think we had no reason, they can put that councilor back. HODGSON: It’s for DIE board interpretation. I’ll submit it. HWANG: So, let’s wait and see.*

   (b) Special Business

   • HWANG resigned as chair.

   • ZHANG nominated himself as chair.

   • ZHANG is elected as chair.

7. **CLOSED SESSION** NIL

8. **NEXT MEETING** July 31, 2014 at 6.00 pm.

9. **ADJOURNMENT** *HWANG moved to adjourn the meeting.*
The motion was seconded by HODGSON.
Vote 4/0/0
CARRIED

The meeting was adjourned by ZHANG at 7.00 pm.