

***AMS Assembly Minutes – Thursday, November 7<sup>th</sup>, 2013***  
***Goodes Hall, Room 118***

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*\*Assembly commenced at 7:30PM*

**Speaker Robert Thomson** (hereafter referred to as Speaker): Welcoming and opening remarks. Welcome to the fifth AMS assembly of this year, in wonderful Goodes Hall.

**1. Approval of the Agenda for the meeting of November 7<sup>th</sup>, 2013**

**MOTION ONE: That AMS Assembly approve the agenda for the Assembly meeting of November 7<sup>th</sup>, 2013**

Moved by: Commissioner of Internal Affairs Kristen Olver

Seconded by: Vice President of University Affairs Thomas Pritchard

**Commissioner Olver:** There are a few changes to be made. I have a couple motions. First one is that we approve the motion that was emailed to you earlier; it's just approving the amendments to the policies within the agenda. *Motions are listed below.*

That AMS Assembly approve the amendments to AMS policy Manual 1 Section 8, Part B & C: Space is Neat: Take Two.

That AMS Assembly approve the amendments to AMS policy Manual 2, Section 3: Kingston Opportunities Officer

Additionally, I would like to move up in the agenda motion seven to be motion number four. It would now be placed at the top of new business.

*Motion (1) carries.*

**2. Approval of the Agenda for the meeting of October 24<sup>th</sup>, 2013**

**MOTION 2: That AMS Assembly approve the minutes for the Assembly meeting of October 24<sup>th</sup>, 2013.**

Moved by: Commissioner of Internal Affairs Kristen Olver

Seconded by: Vice President of University Affairs Thomas Pritchard

**Proxy Chisti (for Senator Duchaine):** I would like to propose an amendment to past minutes. Senator Duchaine's name has been spelled incorrectly. It's D-O-U-C-H-A-I-N-E. I would like us to change the past minutes so that the correct spelling of her name is in the minutes. Again, it's D-O-U-C-H-A-I-N-E.

**Assembly Member:** But isn't it D-U-C-H-A-I-N-E on FaceBook?



**Proxy Chisti:** That's for professional reasons. She does that to protect herself.

**Commissioner Olver:** Okay, so I think I'm going to run this through with her-

**Proxy Chisti:** No, we need to do this now! She wanted me to bring up the spelling of her name! It's D-O-U-C-H-A-I-N-E!

**Residence Society President Daya:** For some context, in Isabelle's report, she spelled Tuba's last name wrong. It's a joke, but we don't have time for jokes.

**Proxy Chisti:** Can we just pass this?

**Speaker:** I'll just leave this up to assembly... To confirm, we're just debating to amend previous meeting's minutes?

**Proxy Chisti:** Yes.

*Moved by: Proxy Chisti*

*Seconded by: Representative Goodman*

*For: 17*

*Against: 15*

*Abstentions: 1*

*Amendment fails.*

**Speaker:** Okay, going forward with the agenda. Motion to approve the minutes of October 24<sup>th</sup>, 2013.

*Motion (2) carries.*

### **3. Speaker's Business**

**Speaker:** Time for speaker's business, and that is my business. I hope midterms haven't made you go insane. I haven't slept in 48 hours, so sorry if I'm not all here. To drown any sorrows you have, Smokes is catering. Smokes Poutine is here. Thank you, Communications Officer Kucharczuck. Next thing, the next assembly is "bring a friend to AMS Assembly" Assembly. This is our effort to get more people involved in Assembly and the incredible things that we do here every second week. If you bring a friend, you'll be entered to win an AMS 'BFFL' prize package. It's a date night for you and your best friend. Lastly, since we last saw each other, the referendum finished. Thanks to the elections team for dealing with that and all the curveballs that were thrown at you.

### **4. Guest Speaker**



## **Donald Drummond**

*(Guest speaker concludes speech)*

**Speaker:** Before we get into everything, I would like to motion for a five minute poutine recess. Let's take a second to introduce some new faces; our Pages. Say hi to them, they're excited to get to know you. With that, let's have a motion for our recess (*he says, looking at the poutine table with great passion*).

*Moved by: Vice President Aharon*

*Seconded by: Representative McElroy*

*Assembly recessed at 8:06PM*

*Called back at 8:14PM*

## **5. President's Report- Eril Berkok**

**AMS President Berkok:** I have nothing to add to my report, but I am taking questions if you may have some.

**Wiseman:** Point of personal privilege. I would like to excuse myself for one hour, I have my proxy here ready to take my spot.

*Granted.*

## **6. Vice-President's Reports**

### **a. Operations- Vice President Nicola Plummer**

**AMS Vice President of Operations Plummer:** So I won't speak too much. You'll be hearing a lot of my voice later on anyway! Essentially, all of the student fees have been transferred to the AMS from the Registrar. Two years ago, the cheques were finally issued around January February. This year, we managed to get them out late Friday. Additionally, I've chosen to audit eleven groups. Seven failed to pick up their ten percent in April. I've decided to audit them to see how they're budgeting for that lack of ten percent. If you know any of the groups, tell them to get back to me. The groups I'm auditing are as follows: Campus Observation Room, Sexual Assault Crisis Centre, CUSEN, Dawn House, Keep A Child Alive, Queen's Social Investment Club, Students Taking Action Now: Darfur. Tell groups to come pick up their student fee cheques.

### **b. University Affairs- Vice President Thomas Pritchard**

**AMS Vice President of University Affairs Pritchard:** Nothing to add.



## **7. Board of Director's Report- Chairman Rico Garcia**

**Chairman Garcia:** Nothing to add. Thanks to everyone for the questions during the previous meeting.

## **8. Student Senator's Report- Senator Isabelle Duchaine**

**Proxy Chisti:** Just a few updates. I think Senator Duchaine was too busy butchering my name. We've approved some new names for the honorary degree. Also, the university has just started a confidence line. You can send in anonymous feedback to the university about any matter. Just Google Queen's confidence line for the number. This is something useful for your constituents to know. Additionally, at Senate we always ask questions. You can submit questions to have answered. Senator Duchaine has already been in contact with society associations about this. There are also faculty members interested in knowing the answers.

**Commissioner Williams, A:** Related on that topic, the university is also looking at the possibility of having two fourteen week semesters. Students are being consulted on the possibility of having a fall reading week. Students are not interested in this due to frosh week and lost earnings by going one week into summer.

## **9. Rector's Report- Rector Nicholas Francis**

**Rector Francis:** There's some highlights. So we've changed the policy for the Tricolour Award. The most notable is only five to seven letters of support allowed. Before this changed, this was any number; it could be zero letters of support, or it could be one hundred. There were some issues with the previously submitted applications. Plus, a lot of the letters had repeated details. Also, to touch on what Commissioner Williams just brought up. Two years ago, I led a consultation process about the fall reading week. Students were not in favour of this. With the principal and a new consultation process, we realized that it wouldn't work with this school. This idea is a bandaid solution. Students felt it wasn't effective to lull and lead into finals. So what I am in the process of doing is, and a couple of faculties have jumped on this, we will be doing custom assessments to identify mental health needs within those faculties, and make recommendations regarding breaks. Last thing, regarding NAD [non-academic discipline], there have been concerns across campus with students not knowing their rights. If you run into anyone who is getting called into a disciplinary meeting with someone who they shouldn't be, remind your folks of their rights, especially right to representation. A student has the right to include representation in their meeting. This can be a housemate, a lawyer, a class mate, a call in, anybody. Their other right is that they don't have to go to a meeting to meet with an administrator regarding non-academic discipline.

## **10. Student Trustees Report- Undergraduate Trustee Andrew Aulhouse**



**Undergraduate Trustee Aulhouse:** In regards to Savage's report, I will be making my donation to Queen's charitable events tomorrow. Also, at the last assembly, Vice President Pritchard made clear that I am equal to Rector Francis, and over the past two weeks, he has been saying that I am not. Even though he's a foot taller than me, we are equal. I just want to emphasize this.

## **11. Statements by Members**

**Proxy Chisti:** This weekend, the Ontario Undergraduate Student Alliance attended the fall assembly at Western University. It was phenomenal to see people in action and see how hard they work for the students. When you see what Queen's does in comparison to other universities, it's absolutely amazing. We have so much less of a budget than other universities, and we still do so much more. The work that the AMS does with the limited budget and students puts us light years ahead of any other university that was there. It was incredible to see that. I sat on assembly for two years, and I'd never have been able to see that side of things. I think you saw from the previous Board meeting just how hard Plummer and our directors work. To meet the demands of students and how they change, no one is as dedicated as them. I want to commend them for the work they do.

**Commissioner Olver:** So the Nominating Committee is opening applications for the Social Issues Commissions' Equity Granting Committee. Assembly Members and Members at Large can apply. An email with information will be going out soon, and will be available online. Applications are due next Wednesday the 20<sup>th</sup> by 4:00PM.

**President Searle:** I just wanted to apologize for being late. An undisclosed amount of money has been given to us from the government. Approximately \$5 million to the School of Nursing. So I was meeting with people today to get that money.

**Representative Goodman:** I would just like to stand for a second to speak about what is going on Monday, November 11<sup>th</sup>; Remembrance day. I am very pleased to see all of the poppies here at Assembly. I hope to see more of that. Please remind your constituents about remembering on Monday about the lives that have been lost and the service that has been given by members of the Canadian Forces to our country.

**Commissioner Williams, A:** One quick follow up to my report. I mentioned I was going to have a blog. It is called, "it's not the size that matters, it's how you use it". It's about university operating budgets.

**Vice President Tahiri:** President Searle talked about the investment on behalf of the government. Well, we also have some good news! We had our jacket sale. It was an unprecedented sale, the best of all years combined. If you see (MacIntyre?) give him a big thumbs up.

**Member at Large Young:** Clarification? What...the best of every past year combined?

**Tahiri:** In this semester, we sold more than they had in the past in two semesters.



**Commissioner Wright:** This upcoming Wednesday, the University District Signage Report is coming out. There will be a public consultation at 5PM in the Council Chamber of City Hall. This is when upset neighbours and citizens will come and complain about university students and the district. We really want student representation there. So yeah, 5PM, Wednesday.

## **12. Question Period**

**Representative McElroy:** I have a question for whomever can answer it. It's in regards to missing outdated policies and reports. Some policies aren't available or up to date, and I was wondering what the feasibility of redesigning the AMS website looks like.

**Vice President of University Affairs Pritchard:** The online version of the policy isn't the same as the one on our "I" drives. We are working to get that up more smoothly and easily so we can have the most up to date policies on the website.

**AMS President Berkok:** Regarding the feasibility of the AMS website. I'm somewhat inclined to admit that it really does need to be redesigned. Fun fact: 95 percent of users on the website don't go beyond one click. And, well, most things on the website are beyond one click. The contract with the people that made our website locks us into that website. It's expensive to change the website. It's difficult to do anything because of decisions made by the VPUA two years ago, but no names (Kieran).

**ASUS Proxy Lively:** My point is looking at the policy during election period, the most up to date policy has to be given to members of the referendum at the beginning of the election period. Just give the policies to the elections teams and say these are the most up to date. Just give them one standardized version.

**Speaker:** Anyone that ran a campaign received a package that had the rules of the referendum. There's also the all candidates meeting. This is an opportunity, as the Elections Team, to outline rules and mandates for everyone running a campaign. I'm sorry that you couldn't find it on the website, but that has to do with the website, rather than Elections Team.

**Chairman Garcia:** Point of information, for any Board documents not online, it is public information. We don't post everything because we have competitors with those kind of things. If you want any documents from the board's end, just email me.

**Speaker:** I actually have a question for Proxy Chisti. I know there are new departments being created. What are they?

**Proxy Chisti:** Nurse practitioner diploma program, primary healthcare nursing, but this coincides with the removal of health and chronic illness. Additionally, biomedical and molecular science PhD will be added. So, anatomical sciences. This is all on the senate's website.

**Member at Large Sherman:** Commissioner Williams, please discuss your Boston trip. What



was successful?

**Commissioner Williams, A:** I will state that President's Berkok, Mason, and Fleck travelled with me. Unfortunately, we had to cut out early. There was a pitch involving innovations coming out of North America. There was involvement from Columbia, US, Mexico, etcetera. We got more interested when we went and looked at incubators from around Boston. Basically, it's offices around the city that have various projects going on inside of them. It's extremely conducive to collaboration. The space that we saw was for clean energy and clean technology. There were graduates from MIT there. The part where it's most reflected is the nature of the space that they're looking for. We need a space for our student entrepreneurs. A lot of this will be reflected in the innovation report. Anything else?

**Representative Savides:** Just wondering, I hate to go back to referendum questions. During the all candidates meeting, was the under 20% - 55% voter turnout thing explained?

**Commissioner Olver:** No, it wasn't. The purpose of the meeting was to go over the rules of the campaign and how it functions. There's so much election policy. We want to use that one hour to go over the most pertinent and crucial information. If you feel as if important information is left out, we'll include it in the next meeting.

### **13. Business arising from the Minutes**

**MOTION 3: That AMS Assembly approve the minutes for the Assembly meeting of October 10<sup>th</sup>, 2013.**

Moved by: Commissioner of Internal Affairs Kristen Olver

Seconded by: Vice President of University Affairs Thomas Pritchard

*Motion (3) carries*

### **14. New Business**

**MOTION 4: That AMS Assembly approve the amendments to the AMS Policy Manual 3, as seen in Appendix C: Ron Weasley.**

Moved by: Member at Large Ellen McGarity- Shipley

Seconded by: Kristen Olver

*Please refer to the attached statement.*

**Member at Large:** My name is Sarah. I'm from a health promotion club on campus. The motion is surrounding the use of tanning beds and having them on campus. (*Proceeds to read from statement attached*) As outlined in the policy, it's an extreme long term health risk. Epidemiology and biology markers show that this is detrimental to healthcare. For those who don't know, the international agency for research on cancer decides what is or isn't a carcinogen. Because most of the students are under the age of thirty, they have a significantly higher risk than individuals who



would use tanning salons above that age. Another reason we're bringing this motion forward is to maintain integrity. Queen's has one of the best med schools and nursing schools in Canada. We shouldn't have tanning beds on campus because it contradicts everything we've work for and stand for.

**President Searle:** I wanted to commend you for coming to the assembly. This is one of the projects for our clinical based projects. We helped this. Two students took this on four years ago. We're happy to see the university coming through on this. I ask for everyone to approve this.

**ASUS Proxy Lively:** Point of information, are there tanning beds on campus at the moment, and if so, where are they at?

**Vice President of Operations Plummer:** There used to be beds in the basement of Signatures, if you remember. But it's out of business now. As far as I know, no other tanning beds are on campus.

**Commissioner Williams, A:** They sell spray on tan at the drugstore if you're looking.

**Representative Rubin:** I would like to commend you on bringing this forth. Though, I'm confused. We don't have Signatures anymore, so why is this coming up. If we're going to take this away, why not try to remove the sale of cigarettes from the Tuck Shop?

**Member at Large:** We want to solidify not having tanning beds on campus. There's no formal policy saying we can't have them. Policy on Cigarettes will be coming later.

**Representative Goodman:** I will not be voting in favour of this. I don't think it is right for the university to take a stance on personal choices. Banning tanning use for those who may wish to use them impedes on personal liberty. The Ontario government bans use of alcohol under nineteen years of age and cigarettes. I think the university should coincide with the provincial law on this matter. I don't think that legislating around the rights of the individual is a good idea.

**Vice President of Student Development Godin:** Thank you for coming forward with this. Just looking at the rest of the policy, this doesn't seem to be something that fits. This only fits with legal drinking age. I feel there's a better way to accomplish this. This policy doesn't fit in anywhere.

**Vice President of University Affairs Pritchard:** Point of information on that note. You're right. It's kind of what's in our Policy Manual 3. It's what you want the AMS to lobby on. You can put a stance on anything in here. You can say that you don't want to have class inside anymore, and we'd have to lobby on that. You can literally tell us to lobby on anything in this manual and we have to do it.

**Vice President of Operations Plummer:** I understand where you are coming from. I think it's appropriate because we manage the Student Life Centre buildings, we can control the commercial space. Because we are negotiating leases with potential tenants, it helps guide us.



**Proxy Chisti:** In terms of the university and making personal choices, two years ago the university banned bottled water, which I think affects students way more. The university has set precedent on affecting personal rights and individuals.

**Vice President of Student Development Godin:** I'm not saying that they haven't done it before, I'm just saying they shouldn't do it.

**Representative Gallilpoli:** This is along the same lines. This is the idea of infringing on personal rights by limitations. This is great to see going forward. If we're talking about infringing, if you want to get a tan, you can go to other places within the Kingston community. I don't think it's a student right to have a tanning bed on campus. I think this would fit well into the Queen's mandate, especially because we have such a high ranking med and nursing school on campus. This looks favourably on the university.

**ASUS Proxy Lively:** Being in the prime target audience for these tanning beds, and even though I come from the cloudiest part of the country, I don't plan on going to a tanning bed. I don't want bronzer. I will echo the comments of Goodman. We shouldn't be criticizing or implying criticism on the choices that students make. I think that in itself, the fact that tanning salons don't currently exist on campus reflects the choices of the students. The AMS should lean towards educational campaigns saying, "You shouldn't do this". By passing this, we're adding another layer of judgment. You don't have the right to get a tan on campus. If there is enough demand to open up a tanning bed, I say we exploit that store for revenue.

**Representative Brossenko:** Thank you again for coming up with this. To echo debate about this, going on the fact that we recently passed hazing and discrimination policies, this is campaign reform. These all infringe on personal freedom. Thanks to conservative ideals, I can't haze on people in my clubs. I can't haze, and I don't approve of that. I don't think you can make a distinction between that and tanning beds. If we want to take a stance with the provincial government, then we should do it. Most of first years are already eighteen. This would only affect the early years of your undergrad. I think that suggested protection might not be a bad thing, as we would be enhancing stance that we are looking out for our students. In short, we already passed motions that limit personal freedoms. This one has merit, and wouldn't be detrimental to the people that use tanning beds.

**President Mason:** I'd like to move the question.  
*Seconded by ResSoc President Daya*

*For: 34*  
*Against: 4*

*Motion to ask the question carries.*

*For: 28*  
*Against: 10*  
*Abstentions: 2*



*Motion (4) carries.*

**MOTION 5: That AMS Assembly approve the Consolidated Budget for the Alma Mater Society for the 2013/ 2014 academic year.**

Moved by: Nicola Plummer

Seconded by: Eiril Berkok

**Vice President of Operations Plummer:** I have a presentation. Lucky you! Okay, you'll be hearing a lot of me. This is the presentation of the consolidated budget. This is going to be a lot of info in one presentation. Not all is relevant to you. This only thing that relates to you is what you can approve so anything that relates to the AMS Specific Fee. So this is what our finances look like. I want to educate you on the corporation. We'll go over the services quickly. Afterwards, I'm happy to take questions. I want to get through as much of this as possible. I want as much engagement as possible. Some years, it takes two hours to pass this, others, five minutes. We need engagement on how student money is being managed and spent.

So, basically, these are the three Ps of budgeting. It's a planning tool, but it's just a tool. Let's talk about the process next. Everything is completed in the summer. All of the moving parts happen in the summer. Service and Assembly budgets, office, and I'm in charge of the rest. A lot of this was done in June and July. In hindsight, we've probably changed a lot of things. Consolidation happens when I get the moving parts at the end of the summer. Last thing is the philosophy of the budget. We believe in a double bottom line. When you walk into Common Ground, and you see that there are three employees extra that you may think shouldn't be there, that's us. We want to offer new employment to as many students as possible. We are not for profit. We are budgeting to break even, or swing one to three percent either way.

This is the operating budget of the AMS. It is broken into three pillars. The government; this is your commissions. All of the budgets are listed in this table. That whole government table, that's what you're responsible for. That's something you should take note of. Second pillar is general office; the day to day expenses. You can read what that includes. There are two allocations to general office which I'll explain later. That allocation is matched by the corporate side. The spending revenues are under the board of directors. This is managed by me and key permanent staff members. Once those pillars are put together, there's either a net surplus or deficit. We'll never talk about the profitability of our services because that's not what we stand for.

Moving on to the operating fund. This is over one million dollars. The AMS has been incorporated for about forty years. This one million dollars is the result of forty years of surpluses and deficits. Essentially, over the forty years, we have accumulated surpluses or deficits that equal one million dollars. There's certain self interest in me showing you a surplus at the end of the year, which is not the best thing to do as the VP of Operations. You're supposed to budget for the future. That number is supposed to be showing a number around zero. This is an unknown area for us but we do know that the Canadian Revenue Agency is committing more resources into investigations for areas like this.

I won't go into depth, but the restricted funds are internally restricted and externally restricted. Internally restricted funds are exactly what they sound like. We're going to quickly glaze over



services. This is the revenue breakdown of services. We make over six million dollars in revenue from the services. This is broken into three portfolios. Here, you can see there haven't been a lot of changes. You'll see that CoGro is going down, probably due to increased competition on campus. Increased pressure of having Tim's, Khao, etcetera. Queen's Student Constables had to go up. We increased their salaries because they were having problems with employee retention. StuCons have a high pressure job, and they should make money to reflect these pressures and ensure retention. For Taps, we want to be where the blue bar is at [refer to slides]. You'll see that Walkhome is stable. Expenses follow what the revenue looks like. Here, you'll see the hospitality and safety services deficits. We've chipped away at the CoGro deficit. You'll see that we've managed the revenues of Walkhome better to get it to a more reasonable surplus. Queen's Journal is declining, QTV is going up. QMJC has some optimistic projections. Yearbook and Design; revenue has been going down. You'll see expenses roughly follow. You can see our biggest concern is the Journal and Yearbook and Design Services. The Journal is posting a large deficit. Yearbook and Design Services is posting too large a surplus, especially with the large student fee. In retail revenues, the P&CC revenue has gone down. I think that's a trend that will continue. It's just less relevant on campus now. Students are interacting with their textbooks and class notes in different ways now, which includes the use of tablets. The Tricolour Outlet revenue is becoming increasingly larger. We are hoping to manage that. Smart's deficit has gone up a significant amount.

Okay, so, these are the budget allocations. The allocations to each committee doesn't equal the projections that we made; this is because we didn't know the enrolment total. Turns out that our estimate was off by two hundred students in a conservative way, which is good. The total still came out to just over one million dollars. The largest budget allocation within the assembly budget was to the general office. You'll see the remuneration support allocation. That was established by Assembly because we recognized that we needed to contribute to permanent staff salaries in order to ensure that they were being paid a reasonable wage. This allocation goes towards their salary. The next large allocation is to the CIA. This is just due to the sheer amount of salaried employees in the CIA plus the cost of votenet. These are the assembly commission allocations. They decrease. I won't call these actuals because that's what the VP allocated. We keep allocation the same. You'll see that the allocations went down last year because the VP OPS and VPUA made each commission cut their budget by ten percent. The reason for the CIA going up is due to the archival assistant wages now under the CIA portfolio. Because the AMS is older than Canada, we have quite a bit of papers \*great joke, everyone laughs\*. The Smart allocation was outside the MAC budget, so that's included. Other allocations; OUSA remains the same, VPUA shot up a lot. I don't want to give away any spoilers, but that's a project TK is working on. You'll see that the exec discretionary is actuals. This year we are budgeting \$15000, and no more. Andrew, shout out to you. We have a budget for the Undergraduate Trustee now! There's an allocation, and these are the results. So in 2011/ 2012, it was around \$200, but it wasn't spent because she didn't know that she received money. We agreed on \$300 for Andrew this year. It's a meal allowance, travel expenses, etcetera. The scale of this graph could have been better. It doesn't show the significant of how these allocations have changed. The AMS General Budget has gone down by a significant amount. I'll explain why. There is a constitutional clause that the AMS cannot run a deficit. We have to make cuts. This lump sum is the easiest place to cut. The core is the lobbying and advocacy. You shouldn't cut those allocations first. If I could have it my way, I would be showing an assembly deficit.



General Office, here are the revenues. This is the budget for the daily operations. For example, by just showing your student card, you can use Kingston Transit. This costs \$46.50 per student. Kingston Transit isn't happy about it. We're paying the price for a month pass for the entire year. What's interesting is we fund a lot of their budget with this fee. It's hard for us to get the numbers on if we're getting the value on what the students have. Next semester, I'm going to define what the contract will look like in two years. Two more things, there's an admin charge from services and funds. Given that the AMS student fee hasn't been increased in five years, there's a strain. Last thing, allocation from advantage fund. The advantage fund shouldn't be used to fund the operating budget unless for a specific reason. That amount has been funded for the OMB Appeal. For the expenses, that's things like the smaller pieces of the pie; the photocopier, paper, etcetera. The bulk of what's here is staff salaries, contracts, etcetera. We have to pay market rate salaries. We get away with paying our student employees less than minimum wage. We have to bump that up to attract more people. In the description of the executive salaries, it's execs and directors. There are six salaries, not three. Why is there a negative one percent? It's a reimbursement for those receiving a higher wage in our work study program. General office allocations are general office operations allocated to the offices. This is human resources, IT, communications, etcetera. Human resources shot up due to the Opportunities and Outreach Coordinator. Last year, the IT manager resigned, and they never replaced him. The IT office was effectively gutted. That allocation has shot up to what it has historically been. You'll see the marketing office has increased. It's the newest office. There's been a huge push that the marketing office shouldn't just do graphic design, but also marketing research like asking students what they think of the AMS marketing campaigns and initiatives. Now here, that's not coming out of a specific fee anywhere. That's just gain on our investments. That \$15000 that the VPUA chairs the committee for. That's money available to any student group that wants help with their funding. We have volunteer student directors; it provides incentive for students to come on board. PSE bursary is for children or dependents of our permanent staff in an attempt to make the job more attractive. That recruitment portion is important. There's also money allocated every year in case we need to make a new position. They helped us with the interviewing of the right candidates, candidate profiles, etcetera.

Now there's a deficit in general office. Last year, they budgeted for a \$13000 surplus, and ended up with a \$74000 deficit. It comes from Assembly. It's from increased permanent staff salaries. We need to increase the wage every year. Over the year, the AMS has become more professional, in the sense that we have a more confusing political environment. Due to the strained assembly budget, there is decreased allocation from assembly. I think you can increase the AMS fee or cut allocations to the office. That is an assembly decision.

So, moving on to the SLC [Student Life Centre]. Some history on the SLC. It consists of four buildings; the Grey House, the Queen's Centre, the JDUC, and MacGillivray Brown Hall. The SLC was born from the AMS attempt to gain more control over student buildings. We were promised a Queen's Centre. It was three buildings over three phases. It was supposed to be where the JDUC and the ARC stands. We weren't given what we were promised. The AMS first talked about it, and reached an agreement that we would contribute \$25.5 million dollars. That happens in a lot of universities; we agree for an upfront amount, we agree to contribute that, and a fee is collected to pay back that funding. We did that with the approval of the students. Then it became



clear that the university wasn't going to build all three phases. The university wasn't giving us our Queen's Centre, but they were still collecting money. So we said we weren't going to give them the last two thirds of their money. They have given us one third of the plan, so we only gave them one third of the money. There was a thirty year battle to gain student buildings. So, that was negotiated a few years ago. We are tasked as managers of those buildings, and there's large budgeting with that. There's the office; this is the admin of the four buildings. You might have booked a room and gone through the SLC to do so. This is what that budget relates to. There are commercial lease holds; Ye Old Tucke Shop, the grocery store, pharmacy, etcetera. We are currently negotiating for a new tenant to come into the Signatures space. Because of the extensive disrepair of the JDUC, we need to repair that space before we can put someone in there. We also have bank revenue from the CIBC machines.

Now, moving on to SLC expenses. There are large expenses; salaries for three students and one permanent staff member. They represent and report to the three parties and the AMS manager. We manage that office. Wages are a large portion of that expense. Those are the people running the front desk and associated with running the office. There's the AMS student centre fund. This is a fund treated separately from our funds. This is used for the improvement of student spaces. You'll see there is a negative four percent. Any surplus of that office is given back to the three parties. That deficit is absorbed by the AMS. We're still looking at a deficit because of the commercial places. Money flows out of the budget in the rent paid by the AMS in those four buildings. Other expenses, the Journal rent, money to support the hall, all of that is entirely supported but the AMS. We have a great strain on space, so we've rented out the gym to athletics. There is an admin charge due to the time it takes for us. So, basically, this is the SLC budget. This is what keeps the lights going in the JDUC and the Queen's Centre. You'll see the contribution forms three parties. You, as students, run the two buildings most important to students; the JDUC and the Centre. What's of interest is the cost that the PPS gave me. All of the cost with heat and stuff is theoretical. They don't have metres and such. They based this year's budget on the budget two years ago, and that was charged differently. They charged \$100000 more for the custodial in the Queen's Centre, which is much more than was budgeted for. It's unreasonable to give us a cost and not tell us why. So, this is the breakdown of how much it costs to run a building. Based on building breakdown, the JDUC is old and inefficient. There is lots of deferred maintenance. We were expecting the JDUC to be torn down by now. Unless the university pours money into deferred maintenance, we will see more costs for this building.

Net surplus and assembly nets out to zero. There was \$466 dollars left over, but that's just being budgeted to zero. It looks different from years before. In years past, this looks like one million dollars. They used to double count revenue to show assembly what it looked like. I'm not double counting. I'm including revenue incurred between AMS departments. This is accurate in financial statements. There's \$844000 extra in that. Nine million dollars in, nine million out. There is a deficit of eight million dollars. This may make me look like a bad manager of money, but if the VP OPS want to manage into the future, we have to draw down into the operating fund. We should take calculated risks, and draw it down. Into the internally restricted fund, more depth this time though.

So, basically, this is financial support for projects in the long term best interests of students. This is effective representation. The source of funding is income over the years. Now, funding of



Queen's projects, through accessibility to Queen's funds, is through the three dollar student fee. We pay for any advertising with our plan. Internal plan management is self-assured. Right now, we bring in one million dollars into these funds. That one million goes out in the form of premiums. Every time you use a plan and buy prescription drugs, that goes back. Say for one year, some crazy epidemic hits campus, and the insurance premiums for the next year are higher than we expect. We have internal reserves to cover that cost. The AMS student centre fund is a \$30.56 fee. Externally restricted funds are individually invested. We get regular reports on our investments, with detailed gains and losses. The Queen's Centre fund is an agreement between the university and the AMS. Basically, it's for the revitalization of the JDUD, we would cover half a million dollars, and they would cover half a million dollars plus a two hundred thousand dollar contingency amount. The SLC facilities budget is the funding of the buildings. The source of funding is a prescribed formula.

So, in conclusion, there are three takeaways. We must maintain commitment to the double bottom line, continue to manage the operating fund (you can't post surpluses, think about posting deficits), and we need to re-evaluate the AMS specific fee, or expenses. Now, questions!

**President Mason:** I have a question in regards to the statement of earnings sent out in the AMS Dropbox. This first three budget lines, it says bottled beer sales, last years actuals were a profit of \$33000, and the year prior was \$44000. This year, you projected a revenue of \$56000. Why do you think that the profit should be that high? Is this realistic?

**Vice President of Operations Plummer:** It's an increase of \$23000, and the justification is that we thought the Underground would do better than it is. We budget for our services based on percentages. That was the percentage increase. If you work that out, we charge \$4.25 per beer. We only receive \$3.99 on that. That's 5700 bottles of beer more we're expecting to sell. If you divide that number amongst the number of nights that we're open, 74 nights, that's only an additional eighty bottles more a night. Is it optimistic? Yes. Is it unrealistic? No. We're just revitalizing what the students want. I don't think that getting forty more students buying two beers per night into there is unrealistic.

**Vice President Tahiri:** At the beginning of the presentation on what assembly can do, we try our best to be analytical and critical. You gave us three takeaways. I'm an elected representative, I have a big budget, and I think you're doing a great job. I want to hear more things in Assembly about what you want and how we can support you. I to hear about what decisions you think we should make. I don't know if the suggestions that you're making is that it is good for the AMS to run a deficit. The only reason I know this is that ASUS was talked to. Canadian Revenue Services is cracking down on this. The University of Western student government lost their not-for-profit status. If there are big concerns, and you need us to meet you halfway, we should know your opinion on this.

**Vice President of Operations Plummer:** I think it's important to note that the operating fund is similar to a retained earnings amount. It isn't sitting in a bank account anywhere. It's a theoretical number. It's not realistic to project deficits year after year. Cash flow is different from accounting. I think next year, the most important thing to takeaway, is that there's a large deficit, zero here, surplus here. I would like to see equilibrium across the scale. Increase the AMS



specific fee, on the service side, and increase admin charges to bring down that surplus. As an assembly member, I don't know what you can do.

**Chairman Garcia:** We can all go to Underground and QP right now! Bring your friends!

**Vice President of Operations Plummer:** It's important to use student run services because they're employing your best friend, housemates, etcetera. Once those student run services go away, it'll be a sad day. Go to the Tea Room for soup, not a Sodexo location.

**Vice President Tahiri:** So, do you want us to increase the student fee? What are the suggestions?

**Vice President of Operations Plummer:** You could look at the AMS specific fee. It would come to this body at the end of the day. Historically, the fee increases every four years. It hasn't increased in five years. As you heard from Tuba, we do a lot of stuff with a little amount of money. Our student fee isn't a lot compared to other universities.

**Vice President Tahiri:** So you're encouraging deficits?

**Vice President of Operations Plummer:** No, manage the operating fund. Every year you run a surplus, try to run a deficit the next year. An expensive overhaul would be to redo the Queen's Journal website. You've seen it, it's not the best. Do those kind of key investments. You have to remember that cash flow is important, too. We have to think about cash flow.

**Representative Jones:** Great presentation. I have a few similar questions. Could you go to the summary slide? As a representative, I don't have much involvement in the daily activities of the AMS, so if you were to give us a suggestion each on one of these things, what could we do?

**Vice President of Operations Plummer:** I think I would recommend increasing the AMS specific fee for a few reasons. One, I think you need to do it because we need funds to promote our services and programming that provides value to our students. I don't think students realize the inherent rights and privileges of being an AMS member. We don't see people applying for jobs, recruitment is low. Some of that money needs to go towards making these jobs more attractive. Rework how these jobs exist. Maybe you think that the AMS doesn't need to be everything to everyone, and we cut back on things. We need talent in the positions to do that, and we'd need the money to let students decide.

**Jones:** Would you be bringing forth a motion to increase the fee?

**Vice President of Operations Plummer:** The Board of Directors has brought forth a discussion to their committee. They want all students to be able to vote on something like this. So the AGM vote would be an appropriate place. I don't know if I'm comfortable bringing forth an increase. In a few months, I'll have a better idea of what I want to do.

**Vice President of University Affairs Pritchard:** When I met with my counterparts at OUSA, there's a huge difference. They're working with a significantly larger budget. A lot ran a one



million dollar surplus simply because they don't do enough in programming. When I talk to them, I realize that we offer so much more, so much more programming with way less money, with way lower salaries. Almost half than our counterparts at OUSA earn almost twice what we make. We would have to have a conversation about what parts of our programming we would like to scale back on. In my three years with the AMS, I see that students want to see more and more AMS involvement in programming.

**Vice President of Operations Plummer:** One more thing I will say. Last year, I was highly critical of the AMS. I thought it was useless until I started getting involved and seeing how it supports students. I think it's important to remember to highlight the good things because it's easier to talk about the bad things.

**Vice President of Student Development Godin:** I have a list of questions. First thing, the convocation charge is \$35000, which is at odds with the \$55000 revenue. What's the discrepancy?

**Vice President of Operations Plummer:** This is artificially high. This funds Devin's salary because there's no head manager. Plus, there's a huge liability. They use our gowns. It's inventory of ours. There's an admin charge in case the gowns go missing.

**Vice President of Student Development Godin:** CAC ran a deficit. Why?

**Vice President of Operations Plummer:** Half were due to QMP, half were due to O week. QMP sponsorship targets aren't being met. Large companies are closing their doors to sponsorship opportunities.

**Vice President of Student Development Godin:** ORT has a \$21000 deficit?

**Vice President of Operations Plummer:** This is due to the poor management of the ORT. Orientation and ORT is something that we need to talk about.

**Commissioner Savage:** Last year was an anomalous year with reconciling the budget. All of the faculty budgets got their budgets from the ORT. When I talked to Sam, she finished the billing yesterday. It's all in now. ORT also does subsidize equipment and room booking costs on behalf of faculties and societies. I think you'll see the numbers. I haven't seen the numbers exactly, but I think you'll see something different and more organized. I think last year was an off year for the ORT, especially with the manager leaving right after O week.

**Vice President of Student Development Godin:** Regarding OUSA, it looks like we've had weird trends with membership fees.

**Vice President of University Affairs Pritchard:** The problem is they didn't pay them correctly. Two years ago, they didn't pay the final instalment in the year it was due. It was paid in the following year. It was just a late payment.

**Vice President of Student Development Godin:** I would like to commend Plummer for



budgeting a deficit considering the trend of surplus. There's two ways to manage a surplus. That's to increase programs and expenditures or decrease income. I think the structure of the AMS, and seeing where my money is spent, I would support a move to see it change.

**Vice President of Operations Plummer:** With restructuring the AMS, you and I have had conversations. This is part of our platform to analyze and review the internal structure of the AMS. Hopefully there will be a recommendation.

**Member at Large Young:** Lighter questions, going back to one of the charts about P&CC, you thought that the reduction, the less revenue is because it's less relevant, is there anything we can do?

**Vice President of Operations Plummer:** I'm just saying that I think you'll see that trend going forward. It used to be you could only get your texts in print, but now we get that through tablets and laptops and stuff. Maybe the P&CC can be a platform hosting service for our courses. Virtual textbook store, I don't know what the future looks like for that, maybe you could buy textbooks from a USB, I don't know! I think right now, it's hard to know until we know where this trend is going.

**Director Bone:** What VP Plummer said is good in the long term. In the short term, we purchased a photo printer, we slashed our prices on a lot of our things, making it more relevant to students. It's a possibility that printing could become obsolete.

**Member at Large Lloyd:** I was curious, given that Assembly should be more involved, is there anyway an Assembly member could help out?

**Vice President of Operations Plummer:** There are joint board Assembly committees; we didn't go in that direction because we assemble these things. I don't think consultation will be any different. We structured the committee, once we get some of these key questions finished. I don't see why an Assembly member couldn't be on that committee.

**Chairman Garcia:** We're going to do more things. The findings we have are going to impact where we go with the AMS specific fee.

**Vice President of Operations Plummer:** We'll have a new salary grid. I will say that the salary, why you are paying us more, the salaries aren't increased. It's a fixed salary. But between 2004 and now, minimum wage has gone up significantly. Compared to normal jobs, AMS jobs make less than minimum wage; the jobs are less attractive and accessible. I know I can't cover my costs. I made a big stink last year at Assembly. I brought up the point, why are commissioners paid so much? I still think that's an important question, but why don't you get paid as faculty societies? Emily, how much do you work a week?

**President Fleck:** Fifty hours.

**Vice President of Operations Plummer:** Do you get paid?



**President Fleck:** Only in the summer.

**Vice President of Operations Plummer:** Tyler, what about you?

**President Hennick:** Twenty to thirty hours.

**Vice President of Operations Plummer:** Do you get paid?

**President Hennick:** No.

**Vice President of Operations Plummer:** I don't think the question is, should AMS employees get paid less, I think it's should you get paid more. You can't support yourself with this position. You guys volunteer here.

**Commissioner Williams, A:** Point of information, another thing to note, the AMS full timers will have to start paying back OSAP loans, as many of us got off OSAP last year.

**Vice President Tahiri:** Isn't with OSAP, you get a year off to pay?

**Commissioner Williams, A:** It's six months after your last full course load. If you're not taking a full time course load, you start getting interest.

**Vice President of Operations Plummer:** I don't think it's a matter of AMS employees wanting these plushy salaries. You're giving up the opportunity of having an actual full time job and making more money. It's just inaccessible in many ways. You don't get that diversity of the average student is going through.

**Proxy Chisti:** This paints a dark picture of the AMS positions and the salaries. The Board and committee is working on this. It's not issues being ignored, they are coming up, and maybe this will make people more aware of the numbers. It's below minimum wage for everyone we pay. It's already below minimum wage for forty hours and no one here works less those forty hours a week. When we looked across country and at different universities, some presidents get \$46000, some don't run their own services, some get free residence on top of money. We don't have that. We place the money in opportunities for our students.

**Vice President of Operations Plummer:** Are there any questions back to the AMS specific fee and this budget?

**Speaker:** We could add a discussion topic in future assemblies. Moving on with the vote.

*Motion (5) carries.*

**MOTION 6: That AMS Assembly approve the first reading of the amendments to the AMS Constitution, as seen in Appendix A: Harry Potter.**

Moved by: Kristen Olver



Seconded by: Thomas Pritchard

**Commissioner Olver:** This is in my goal plan to go over the policy, clean it up, fill in any gaps. I'm cleaning up the constitution as well. Some changes: we wrote in athletics and recreations clubs, as it wasn't in there before and we do not ratify athletics clubs. I sent out an amendment, I'll read it out loud. *7.01.06. Once recognized, a student club or extracurricular organization shall be required to submit a re-ratification form and re-submit their constitution, including any revisions, to the Commission of Internal Affairs for approval during the annual re-ratification process.* Just the constitution outlined the mission statement. Additionally, if a club becomes defunct in anyway, the money leftover will go into club grants.

**Vice President of Student Development Godin:** This is regarding 7.02.08, I think it's great, but you'd run into issues with cross ratified clubs, for example, Engineering Society with the AMS. How would you address that? And what about external bank accounts.

**Commissioner Olver:** All bank accounts are with TD and RBC. We can add a clause that with any clubs jointly ratified there shall be a discussion about where that money goes.

*Amendment added: Where a student organization is jointly ratified by a Faculty Society and the AMS both societies shall reach an agreement as to where the funds will be allocated.*

**Vice President of University Affairs Pritchard:** Any clubs ratified by two societies, the societies must reach an agreement about where the money goes. If the club has a student fee, that money should go back to the AMS.

**Vice President of Student Development Godin:** Follow up, broader question in that sense, if clubs bank externally without TD, how would you get those funds?

**Vice President of University Affairs Pritchard:** Right now, we have the signing authority for the bank accounts. Every year when the president switches, we remake our signing authority. We send out a letter acknowledging a change in the president.

**Representative Goodman:** 7.01.01. The addition of athletics and recreation not being under the society. Would this prevent them from being prosecuted against the NAD policy?

**Commissioner Olver:** We don't process athletic groups unless the case is referred to us. They have their own judicial system under Athletics & Recreation.

*Motion (6) carries.*

**MOTION 7: That AMS Assembly approve the amendments to the AMS Policy Manual 2, as seen in Appendix B: Hermione Granger.**

Moved by: Kristen Olver

Seconded by: Thomas Pritchard



**Commissioner Olver:** These are our changes to our policy regarding clubs. Most of it is cleaning up. A lot of positions or processes don't exist anymore, or there are position title changes. Every year, clubs have to be ratified, and there's no policy on that, or policy on de-ratification. This clarifies that. In order to ratify a club, it goes through the Clubs Manager, CIA and VPUA. They are only supposed to meet once a term, but we actually meet weekly. All clubs must have a constitution, and we cleaned up the template.

**Representative Goodman:** Propose amendment, just under de-ratification. Currently under 5.1.c, clubs can be de-ratified under the VPUA. This person should be able to de-ratify if there's a pressing issue, I see that. I would ask for an amendment, subject to review from the JCOMM, to ensure that check that the VPUA can't de-ratify a club for non-legitimate reasons.

**Commissioner Olver:** It'd be subject to review by Assembly, not JCOMM. Every time Assembly reads my report and approves the agenda/ minutes, it is in effect approving any clubs that have been ratified by the Clubs Manager as enclosed in the report. I don't think the amendment is necessary because that would happen anyway. If the VPUA were to de-ratify a club, that would have to be included in a report to Assembly.

**ASUS Proxy Lively:** My computer is dead and I don't have the motion in front of me, but this is now constitution and financial. With small clubs who don't necessarily have their books in order and can't produce good financial information, it would be difficult to provide detail on budgets. What criteria are you looking for? It's vague in the motions. It seems like there's nothing exact. Is it just revenue and expenses? I understand when it comes to clubs grants, you want where the money is going, the cost isn't being put on the students.

**Commissioner Olver:** In regards to how they would do that, we had clubs this year submitting lined sheets of paper saying we don't have expenses or they plan on spending fifty dollars on ice cream for a social; nothing formal, and we can't have that anymore. We ran a workshop for clubs on financial accountability. We're looking for expenses and revenues. Most clubs that apply for these grants need a budget presented, this is easier, say they have bank accounts. We want things going to the right place. We're planning on having more financial workshops in the future and for later years. Clubs manager has to run two mandatory workshops instead of one.

*Motion (7) carries.*

**MOTION 8: That AMS Assembly approve the amendments to AMS Policy Manual 1 Section 8, Part B & C: Space is Neat: Take Two**

Moved by: Commissioner of Internal Affairs Olver

Seconded by: Vice President of University Affairs Pritchard

**Commissioner Olver:** This is something that was presented in the April 4<sup>th</sup> meeting of last year. It was brought to our first Assembly of this year, and was withdrawn as we wanted to make changes to it. All of the first bit of that policy were changes made by the previous SCO, Dodgeson. I'm sorry, I don't have it in front of me, but the purpose of it is that clubs are respecting their space. Their space belongs to the SLC. In the case that they're not respecting it, we can review their use of the space and maybe have another club use it instead. Clubs will often



use it as storage instead of office space, which is a waste of space. Questions?

**Vice President of University Affairs Pritchard:** I want to commend Kristen on her work with the clubs policy. There are 252 clubs within the AMS, and our strict policies and clear policies are something that helps us control that. She's reworked our policies to make sure we can provide our clubs with the best experience.

**Representative Jones:** Appendix D, right?

**Commissioner Olver:** It says appendix D because that's what it was for April 4<sup>th</sup>, I never fixed it, however it does conveniently fit in to be appendix D for this agenda.

**Representative Jones:** I'm concerned with the wording; I want to get rid of the vague wording. Who decides who gets the space? And, "Designation of space remaining", could you elaborate on why it's going away from the general to specific?

**Commissioner Olver:** Part of the space in the SLC is the AMS offices. Generally, it's the executive consultation with the officers who's going to use the space each year. Executives are able to apply certain groups to certain spaces. The executives were able to allocate certain rooms.

**Vice President of University Affairs Pritchard:** It just basically means that the executives looks at the space first, and looks at what it includes, the committees, clubs, offices, services, and what is club space. Before we go into the club space allocation process, we look at what we have and what we need. We look at what we can put where. We opted to move the human resources somewhere else just because its location wasn't logical. We moved QFA to their own house, the gray house, and they're perfectly happy there. Those are the kind of things we look at first. Then it goes to the clubs space committee about where the clubs will go.

**Representative Jones:** How will that change space allocation currently to what you're proposing?

**Vice President of University Affairs Pritchard:** It doesn't. This just wasn't in the policy before.

*Motion (8) carries.*

**MOTION 9: That AMS Assembly approve the amendments to AMS policy Manual 2, Section 3: Kingston Opportunities Officer.**

Moved by: Commissioner Wright

Seconded by: Vice President of University Affairs Pritchard

**Commissioner Wright:** This motion was brought forth at our first assembly. We realized it was in the wrong form. It's a policy change to reflect a volunteer position. To summarize, it's one volunteer position, with an honorarium paid by Kingston Opportunities. This position would allow liaising on retention of Queen's students in the community and employment. This person would be responsible for running an entrepreneurship speaker series. Previously, it was a peer



advising role. It was seen inappropriate for a peer to be giving another peer job advice.

*Motion (9) carries.*

## **15. Discussion Period**

### **A) International Representative on AMS Assembly.**

**Commissioner Olver:** We can move this to the next Assembly because the Member who wanted to discuss this isn't here. I don't want to speak about this on their behalf.

**ASUS Proxy Lively:** Motion to table this matter to the next Assembly.  
*Secoded by Law.*

**Speaker:** I just have a few notes about assembly-

**Representative McElroy:** *WOOOOOOOO, notes!!!!!!*

**Speaker:** So yeah, continuing on. Reminder that the next Assembly in two weeks is 'bring a friend to Assembly' Assembly. Bring a friend *not* in this room. There will be a big enough room, and we'll try to get the guests involved. Also, to increase assembly involvement, and to increase accessibility to the AMS assembly, use the AMS hashtag (#AMSAssembly). Be it of humourous nature or serious. The Journal is doing a good job of updating their Twitter of the assembly, but it'd be good to follow the AMS assembly hashtag. Most of you are on your laptops anyway, social networking and whatnot. To encourage you to start tweeting, the person with the best hashtag at the end of assembly will get a drink of the choice on me. And with that, I need a motion to adjourn.

**President Searle:** Motion to adjourn.  
*Secoded by Yassine.*

*Assembly adjourned.*

