

BY-LAW AMENDMENT PROPOSALS

The TCSA Organizational Review and Development Committee recommends the adoption of the following amendments.

	Action	Current By-Laws	Proposed Changes
By-Law 2: Definitions			
1	Motion to amend	xvii) RESIDENTIAL COLLEGES refers to Champlain College, Lady Eaton College, Otonabee College, and Peter Gzowski College.	xvii) RESIDENTIAL COLLEGES refers to Champlain College, Lady Eaton College, Otonabee College, Peter Gzowski College, and Catherine Parr Traill College.
By-Law 4: Membership & Fees			
2	Motion to amend	IV.2 Membership Fees The membership fee of the Association was set by referendum at \$20.05 in the 1995 calendar year. For the 2016-2017 academic year, the membership fee of \$32.70 per member is determined by number of credits (see chart). CHART WILL CHANGE	IV.2 Membership Fees The membership fee of the Association was set by referendum at \$20.05 in the 1995 calendar year. For the 2016-2017 academic year, the membership fee of \$32.70 per member is determined by number of credits (see chart). CHART WILL CHANGE
3	Motion to amend	IV.4.1 Health and Dental Plan IV.4.1.1 Members of the Association registered in 3.5 credits or greater are offered a health and dental plan, the fee for which was determined by referendum.	IV.4.1 Health and Dental Plan IV.4.1.1 Members of the Association registered in 1.5 credits or greater (per semester) are offered a health and dental plan, the fee for which was determined by referendum.

4	Motion to amend	<p><u>IV .4.5 Student Centre</u></p> <p>IV.4.5.1 All members of the Association registered in 3.5 credits or more shall pay a Student Centre Fee for the purposes of the construction and management of a student centre.</p> <p>IV.4.5.2 For the 2016-2017 Academic year the Student Centre Fee is determined by number of credits (see chart).</p> <p>IV.4.5.3 The Association shall be prohibited from removing the levy, altering the purpose of the levy, or diminishing the amount of the levy until such a time that the loan to construct the building is paid off.</p>	<p><u>IV .4.5 Student Centre</u></p> <p>IV.4.5.1 All members of the Association registered in 1.5 credits or greater (per semester) shall pay a Student Centre Fee for the purposes of the construction and management of a student centre.</p> <p>IV.4.5.2 For the 2016-2017 Academic year the Student Centre Fee is determined by number of credits per semester (see chart).</p> <p>IV.4.5.3 The Association shall be prohibited from removing the levy, altering the purpose of the levy, or diminishing the amount of the levy until such a time that the loan to construct the building is paid off.</p>
5	Motion to Amend	<p>IV.5.1 Disclaimer All fees outlined in this section are charged to members registered in 3.5 credits or more and are recorded solely for administrative purposes and are not collected by or for the Association. The Association has been invested with the responsibility of the administration of the processes governing the</p>	<p>IV.5.1 Disclaimer All fees outlined in this section are charged to members registered in 1.5 credits or greater (per semester) and are recorded solely for administrative purposes and are not collected by or for the Association. The Association has been invested with the responsibility of the administration of the processes governing the approval,</p>

		approval, amendment and removal of these fees through referenda for its members, as well as reporting the results of said referenda to the University's Finance Office to facilitate the collection and remittance process. All responsibility, excluding the aforementioned, lies solely with the listed organization and not the Association.	amendment and removal of these fees through referenda for its members, as well as reporting the results of said referenda to the University's Finance Office to facilitate the collection and remittance process. All responsibility, excluding the aforementioned, lies solely with the listed organization and not the Association.
6	Motion to Amend	IV.5.2 Refundable Student Levies IV.5.3 Non-Refundable Student Levies	IV.5.2 Refundable Student Levies The following fees were agreed to by referendum and are refundable in full by the listed organization. For 2016-2017 each semester's refundable levy fees amounts to \$71.33. IV.5.3 Non-Refundable Student Levies The following fees were agreed to by referendum and are not refundable. For 2016-2017 each semester's non-refundable levy fees amounts to \$141.75.
7	Motion to Amend	IV.6.2. All referenda regarding the approval, amendment or removal of fees, with the exception of referenda related to service fees for the Health and	IV.6.2. All referenda regarding the approval, amendment or removal of fees, with the exception of referenda related to service fees for the Health and Dental Plan, must be

		Dental Plan, must be initiated by a petition requesting said referendum, in accordance with the by-laws herein, except when the Board, in 2/3-majority, votes to accept the referenda.	initiated by a petition requesting said referendum, in accordance with the by-laws herein. The Board may, by 2/3-majority vote, approve referenda pertaining to the services and operations of the association and those related fees.
8	Motion to Adopt		IV.6.4. The Association reserves the right to initiate referenda by 2/3 majority vote concerning any levy group whose has not deposited their levy checks after two academic years due to inactivity.
9	Motion to Amend	<p>IV.7 Update of By-Law</p> <p>The Association Resource Manager shall be responsible for updating this by-law each year by the 30th day of April to reflect the approval of new fees, amendments to and the removal of existing fees, subject to successful and binding referenda; and all increases due to indexing already approved in fee design.</p>	<p>IV.7 Update of By-Law</p> <p>The Association Resource Manager shall be responsible for updating this by-law each year by the 30th day of April to reflect the approval of new fees, amendments to fees, the removal of existing fees (subject to successful and binding referenda), and all automatic increases due to consumer price indexing adjustments.</p>
By-Law 5: BOARD OF DIRECTORS			
10	Motion to	V.6.2. The person appointed as Speaker need not be	V.6.2. The person appointed as Speaker need not be a

	amend	<p>a member of the Corporation at the time of appointment but by the act of appointment becomes a member of the Corporation for the duration of his or her time as speaker, pursuant to the by-laws hereof.</p> <p>V.6.3. The Speaker is required to provide no public comment of personal belief on matters before the Board while serving as speaker. He or she must remain impartial at all times on matters before the Board and its committees while acting as Speaker of the Board.</p>	<p>member of the Corporation at the time of appointment but by the act of appointment becomes a member of the Corporation for the duration of their time as speaker, pursuant to the by-laws hereof.</p> <p>V.6.3. The Speaker is required to provide no public comment of personal belief on matters before the Board while serving as speaker. They must remain impartial at all times on matters before the Board and its committees while acting as Speaker of the Board.</p>
11		<p>V.8.1. Each voting director's right to vote is granted on the condition that he/she has been duly elected to the office that he or she holds. In the case of College Commissioners and College Senators, confirmation of election and the appointment to the Board by their college must be received in writing by the Corporation from the College Cabinet President prior to being acknowledged as a director.</p>	<p>V.8.1. Each voting director's right to vote is granted on the condition that they have been duly elected to the office that they hold. In the case of College Commissioners and College Senators, confirmation of election and the appointment to the Board by their college must be received in writing by the Corporation from the College Cabinet President prior to being acknowledged as a director.</p>

By-Law 6: EXECUTIVE TRANSITION			
12	Motion to amend	VI.1.3. Until the date of turnover no member of the Shadow Executive shall have a vote at meetings of the Board unless he or she is currently a voting director.	VI.1.3. Until the date of turnover no member of the Shadow Executive shall have a vote at meetings of the Board unless they are currently a voting director.
By-Law 7: Termination from Office			
13	Motion to amend	VII.2.2 Due cause for termination may include, but is not limited to: i) Dereliction of duty where the director is found to have abandoned his or her duties as outlined in the by-laws hereof or any policy or lawful resolution of the Board, or any revision thereof;	VII.2.2 Due cause for termination may include, but is not limited to: i) Dereliction of duty where the director is found to have abandoned their duties as outlined in the by-laws hereof or any policy or lawful resolution of the Board, or any revision thereof;
14		VII.3.2 Once a request to have the Board consider the removal of a director from office has been received and adopted, it shall be the responsibility of the Association Resource Manager to take all reasonable and necessary actions to contact the director in	VII.3.2 Once a request to have the Board consider the removal of a director from office has been received and adopted, it shall be the responsibility of the Association Resource Manager to take all reasonable and necessary actions to contact the director in question, in writing, to

		<p>question, in writing, to inform him or her of the request, the time and place at which the Board will consider the question, and that he or she may be present to argue the question in their own defense.</p> <p>VII.3.3 ii) The director moving the resolution for removal from office shall have the opportunity to state his or her arguments in support of the removal of the director.</p> <p>iii) The director in question shall have the opportunity to speak against the question of removal from office and defend his or her case.</p>	<p>inform them of the request, the time and place at which the Board will consider the question, and that they may be present to argue the question in their own defense.</p> <p>VII.3.3 ii) The director moving the resolution for removal from office shall have the opportunity to state their arguments in support of the removal of the director.</p> <p>iii) The director in question shall have the opportunity to speak against the question of removal from office and defend their case.</p>
By-Law 8: The Protection of Directors and Others			
15	Motion to amend	<p>VIII.1 Indemnity of Directors, Officers and Employees</p> <p>Every director, officer, and employee of the Corporation and his or her heirs, executors, administrators and other legal personal representatives shall from time to time be indemnified and saved harmless by the Corporation</p>	<p>VIII.1 Indemnity of Directors, Officers and Employees</p> <p>Every director, officer, and employee of the Corporation and their heirs, executors, administrators and other legal personal representatives shall from time to time be indemnified and saved harmless by the Corporation from and against:</p> <p>i) Any liability and all costs, charges and expenses that they sustain or incur in respect of any action, suit or proceeding</p>

	<p>from and against:</p> <p>i) Any liability and all costs, charges and expenses that he or she sustains or incurs in respect of any action, suit or proceeding that is proposed or commenced against her or him for or in respect of anything done or permitted by her or him in respect of the execution of her or his duties.</p> <p>ii) All other costs, charges or expenses that he or she sustains or incurs in respect of the affairs of the Corporation; provided that no director or officer of the Corporation shall be indemnified by the Corporation respect of any liability, costs, charges or expenses that she or he sustains or incurs in or about any action, suit or other proceeding as a result of which he or she is adjudged to be in breach of any duty or responsibility imposed upon him or her under the Act unless, in an action brought against her or him in her or his capacity as director or officer, either she or he has achieved complete or substantial success as a defendant or the Board is satisfied upon a two-thirds (2/3) majority vote at a meeting that she or he acted in good faith according to the policies of</p>	<p>that is proposed or commenced against them for or in respect of anything done or permitted by them in respect of the execution of their duties.</p> <p>ii) All other costs, charges or expenses that they sustain or incur in respect of the affairs of the Corporation; provided that no director or officer of the Corporation shall be indemnified by the Corporation in respect of any liability, costs, charges or expenses that they sustain or incur in or about any action, suit or other proceeding as a result of which they are adjudged to be in breach of any duty or responsibility imposed upon them under the Act unless, in an action brought against them in their capacity as director or officer, either they have achieved complete or substantial success as a defendant or the Board is satisfied upon a two-thirds (2/3) majority vote at a meeting that the director acted in good faith according to the policies of the Board.</p>
--	--	--

		the Board.	
By-Law 10: Committees			
16	Motion to amend	<p>X.1.1 There shall be five (5) Standing Committees of the Board of Directors.</p> <ul style="list-style-type: none"> • Finance And Operations • Organizational Review and Development; • Executive • Grocery Assistance • Transportation <p>The terms of reference for these committees shall be determined by operating policy.</p>	<p>X.1.1 There shall be five (5) Standing Committees of the Board of Directors.</p> <ul style="list-style-type: none"> • Finance And Operations; • Organizational Review and Development; • Executive; • Events; • Transportation; <p>The terms of reference for these committees shall be determined by operating policy.</p>
17	Motion to Amend	<p>X.1.3.5 A Standing Committee member absent for three (3) duly called meetings without prior reasonable excuse to the Chair of the Standing Committee shall have her or his position on the Board reviewed in accordance with the by-laws herein.</p>	<p>X.1.3.5 A Standing Committee member absent for three (3) duly called meetings without prior reasonable excuse to the Chair of the Standing Committee shall have their position on the Board reviewed in accordance with the by-laws herein.</p>

By-Law 12: Financial Management			
18	Motion to amend	XII.8.2 The accountant during her or his term of tenure shall be entitled to attend and be heard at meetings of the Board on matters relating to his or her duties as accountant.	XII.8.2 The accountant during their term of tenure shall be entitled to attend and be heard at meetings of the Board on matters relating to their duties as accountant.
By-Law 13: Elections			
19	Motion to amend	<p>XIII.3 Nomination Period</p> <p>Notice of elections and the nomination period shall be for a period of no less than two (2) teaching weeks for the Spring General Elections and no less than one (1) teaching week for special and by- elections. Nominations received after the nomination period has ended will not be accepted.</p>	<p>XIII.3 Nomination Period</p> <p>XIII.3.1 Notice of elections and the nomination period shall be for a period of no less than two (2) teaching weeks for the Spring General Elections and no less than one (1) teaching week for special and by- elections. Nominations received after the nomination period has ended will not be accepted.</p> <p>XIII.3.2 The elections committee may extend the nominations period for up to three (3) days for all positions that have not been applied for at the close of the initial nomination period. No nominations for positions already sought by candidates will be accepted.</p>

By-Law 14: Referenda and Petitions			
20		XIV.2.2 The Board may, at any time, initiate a referendum by a two-thirds (2/3) majority vote.	XIV.2.2 The Board may, at any time, initiate a referendum by a two-thirds (2/3) majority vote, except for referenda pertaining to Unassociated Fees (IV.5) which must be initiated by petition.
21	Motion to amend	XIV.9.2. ii) That each person filling out the petition is clearly informed of what he or she is signing, individually, by the instigator(s) of the petition;	XIV.9.2. ii) That each person filling out the petition is clearly informed of what they are signing, individually, by the instigator(s) of the petition;
22	Motion to amend	v) That the instigator(s) ensure that each signatory is a full-time student of the University and therefore a member of the Corporation as verified by a valid student photo card issued by the University, or other such proof of membership issued by the University or by lists of names and student numbers generated by the Registrar's Office of the University and that the student number on said card or other such identification of membership matches the number which the student has written on the petition;	v) That the instigator(s) ensure that each signatory is a Peterborough campus undergraduate student of the University and therefore a member of the Corporation (includes School of Education) as verified by a valid student photo card issued by the University, or other such proof of membership issued by the University or by lists of names and student numbers generated by the Registrar's Office of the University and that the student number on said card or other such identification of membership matches the number which the student has written on the petition;

OPERATING RESOLUTIONS			
23	Motion to Amend	<p>Clubs</p> <p>As laid out in the Association’s by-laws, the Association shall strive to increase the vitality of Trent’s campus by supporting clubs. A student levy paid to the Association shall be exclusively directed to recognize clubs and associated costs incurred to support their work. In order to fully support clubs at Trent, the Association’s clubs shall be governed by this operating resolution.</p> <p>This Operating Resolution only pertains to the recognition of clubs. The operating resolution does not govern who can, or cannot, organize on campus.</p> <p>The Association shall ensure one of the Vice-Presidents of the Association be responsible for oversight and function of the club service.</p> <p>Application</p> <p>To apply to form a club at Trent University, a proposed club must complete a registration package, be signed by at least fifteen (15) members of the</p>	<p>Clubs</p> <p>As laid out in the Association’s by-laws, the Association shall strive to increase the vitality of Trent’s campus by supporting clubs. A student levy paid to the Association shall be exclusively directed to recognize clubs and associated costs incurred to support their work. In order to fully support clubs at Trent, the Association’s clubs shall be governed by this operating resolution. This operating resolution does not govern who can, or cannot, organize on campus. Rather it only applies to the recognition and services provided to clubs by the Association.</p> <p>The Vice-President of Clubs and External Affairs of the Association is responsible for oversight and function of the club service.</p> <p>Application</p> <p>To form a recognized club at Trent University, the group must complete a registration package signed by at least fifteen (15) members of the Association and submitted it to</p>

		<p>Association and submitted to the Association's office.</p> <p>The club application form will require prospective clubs to outline, but is not limited to, the following information:</p> <ul style="list-style-type: none"> . Purpose of the club, . Proposed budget for the upcoming year, . How the club shall be governed, and . Any membership fees Clubs shall require approval by both the Association and the university. Each of the following is required to approve a club application: <ul style="list-style-type: none"> • The Vice President from the Association responsible for the club service • A representative from the Office of Student Affairs • A representative from the Athletics Centre, when deemed appropriate, and • The Clubs Coordinator of the Association A club must be inclusive and non-discriminatory, in accordance with the Trent University policy on discrimination and 	<p>the Association's office. Approval or denial of a club application will be sent to the representative of that club in a timely manner.</p> <p>The clubs & groups application form will require the group to outline (at a minimum) the following information:</p> <ul style="list-style-type: none"> • Purpose of the club; • Proposed budget for the upcoming year; • How the club shall be governed; • Any membership fees <p>Clubs shall be recognized with approval from the Association and the University. The following approvals are required to become a recognized club:</p> <ol style="list-style-type: none"> 1. Vice President Clubs and External Affairs; 2. A representative from the Office of Student Affairs; 3. A representative from the Athletics Centre (when deemed appropriate);
--	--	---	--

	<p>harassment (found at http://goo.gl/DPFyjX) •</p> <p>Upon approval or denial of a club application a written notice will be sent to club within 48 hours. If an application is denied, the Association’s vice-president responsible for the club service shall provide an explanation to the applicant.</p> <p>Denial of Club Status</p> <p>Prior to denying a club recognition status, the TCSA representative shall report back to the Executive Committee where the denial of status will be considered. Reasons for denial of club status may vary. If there are concerns about a club's registration, the TCSA will contact the group to clarify and questions or concerns. If needed, a meeting with a club representative will be requested.</p> <p>Privileges and Responsibilities of Clubs</p> <p>The Association shall support clubs by providing, but not limited to the following:</p> <ol style="list-style-type: none"> 1. Ability to apply the Association’s annual club 	<p>Denial of Club Status</p> <p>Prior to denying the recognition of a club, the Vice President of Clubs & External Affairs shall report back to the Executive Committee where the denial of status will be considered. If there are concerns about a club's registration the group will be given the chance to clarify any questions or concerns. If needed, a meeting with the Vice President of Clubs & External Affairs will be requested with the representative of the club. If official recognition of a club is denied, the Vice-President of Clubs & External Affairs shall be responsible for providing a written explanation to the applicant. Reasons for denial of club status may vary.</p> <p>Privileges and Responsibilities of Clubs</p> <p>The Association shall support clubs by providing the following:</p> <ul style="list-style-type: none"> • The ability to apply for the Association’s clubs funding; • Use of Association’ s mailboxes; • Ability to book space free of charge on campus
--	---	---

		<p>funding,</p> <ol style="list-style-type: none"> 2. Free printing for up to 100 black and white copies, additional at \$0.05, 3. Use of the Association’s button maker at \$0.10 a button, 4. Use of Association’ s mailboxes, 5. Ability to book space on campus, 6. Ability to utilize Co-Curricular Record, 7. Use of the Association’ s tents, 8. Use of the Association’s film license, and 9. Training and support regarding budgeting, advocacy, bank accounts, and event planning. <p>Clubs that support, or denounce, any political party shall be denied access to club funding, printing privileges, access to the button maker and the Association’s tents. Clubs shall be expected to follow the recommendations of</p>	<p>where possible;</p> <ul style="list-style-type: none"> • Ability to utilize Co-Curricular Record; • Ability to book the Association’s tables free of charge; • Free use of the Association’ s tents; • Free printing for up to 100 black and white copies, additional at \$0.05 per page; • Use of the Association’s button maker at a rate of \$0.10 a button; • Training and support regarding budgeting, advocacy, bank accounts, and event planning. <p>Clubs that support, or denounce, any political party shall be prohibited from accessing clubs funding, printing services, the button maker & using the Association’s tent for its own events. All clubs are expected to follow the recommendations of the Clubs Handbook, and must uphold the Association’s Policy Resolution on Accessibility. Furthermore, a club must be inclusive and non-discriminatory in accordance with Trent University’s Policy</p>
--	--	--	--

		<p>the Clubs Handbook at all times and shall be expected to uphold the Association’s Policy Resolution on Accessibility, and uphold the Canadian Charter of Rights and Freedoms. Clear and repeated violations of such documents could result in a loss of eligibility for club funding as well as club status. Club Funding Funding for clubs shall be determined by the Clubs Sub-Committee of the Standing Committee of Campaigns and University Affairs, the committee membership will include:</p> <ul style="list-style-type: none"> • The Vice President responsible for the club service, who shall chair the committee, • Two representatives from the Board of Directors, and • The Clubs Coordinator (non-voting) As per the Association’s operating resolutions all expenditures by the Clubs Sub-Committee over \$500 must be reported to the Board of Directors, Expenditures over \$2000 should be 	<p>on Discrimination and Harassment. Clear violations of such documents could result in a loss of eligibility for club funding or club services, as well as potentially a loss of club status.</p> <p>Sports Clubs</p> <p>The Association shall support the recognition of pan-university sports teams that do not receive varsity support, or funding through the university inter-mural program. Teams shall strive to ensure their membership requirements do not act as a barrier for students to get involved. Trent’s Sport Clubs shall not use the Trent University Varsity Sports logo.</p> <p>Clubs Funding</p> <p>Funding for clubs shall be determined by the Clubs Funding Committee, which is a sub-committee of the Standing Committee for Finance & Operations. The sub-committee’s membership shall include at minimum:</p> <ol style="list-style-type: none"> 1. Vice President Clubs & External Affairs (Chair); 2. Minimum two (2) representatives from the Board of Directors;
--	--	---	--

		<p>considered by the Committee, and the Committee shall make a recommendation to the Board of Directors. Every semester, a club has the opportunity to apply for funding. The requirements to be considered for funding are:</p> <ul style="list-style-type: none"> • Be a recognized club • Complete a financial acquisition form, completed with all account statements, as well as a budget for the year with all expenditures, and incomes reported • In order to receive funding for the second time in the year, financial statements from the first funding period must be provided. Sports Clubs The Association shall support pan-university sports teams that are not eligible for varsity support, or funding through the university inter-mural program. Teams shall strive to ensure their membership requirements do not act as a barrier for students to get involved. Sports clubs shall 	<p>3. The Clubs & Groups Assistant Coordinator (non-voting)</p> <p>The Clubs Funding Committee shall be struck in September of each new academic year and shall meet as necessary until April. Quorum for the Clubs Funding Committee shall consist of three (3) members of the Board of Directors including the Chair or designate. The Executive of the Association shall administer clubs funding in the summer months.</p> <p>As per the Association’s by-laws all expenditures by the Clubs Sub-Committee over \$500 per club per semester must be reported to the Board of Directors, Expenditures over \$2000 per club per semester should be considered by the Standing Committee for Finance & Operations, and they shall be reported to the Board of Directors. It is recommended that the Vice President Clubs and External affairs sit on the Finance & Operations Standing Committee.</p> <p>Each semester, a club has the opportunity to apply for funding. The requirements to be considered for funding are:</p> <ul style="list-style-type: none"> • Be a recognized club;
--	--	--	--

		<p>not use the Trent University Varsity Sports logo.</p>	<ul style="list-style-type: none"> • Have sent a minimum of one club representative to an Association Clubs Training session. • Complete a financial acquisition form, which includes a statement of current accounts, the clubs yearly budget, and any relevant expenditure, or incomes related to the financial acquisition being requested of the Clubs Funding Committee. • In order to receive funding in the second semester complete financial statements from the first funding period must be provided. <p>An effort shall be made to approve clubs funding requests that meet the funding requirements within a week of submission. The amount of funding approved for each club shall be at the digression of the Clubs Funding Committee and in adherence with the values of the Association.</p>
24	<p>Motion to amend</p>	<p>International Students Commissioner</p> <p>The International Students Commissioner must be a student holding citizenship in a country other than Canada who has lived abroad for the majority of his</p>	<p>International Students Commissioner</p> <p>The International Students Commissioner must be a student holding citizenship in a country other than Canada who has lived abroad for the majority of their life or who is an elected</p>

		or her life or who is an elected member of the Executive of the Trent International Student Association at the time of nomination and shall:	member of the Executive of the Trent International Student Association at the time of nomination and shall:
25	Motion to amend	<p>Part-Time Student Commissioners</p> <p>Each Part-Time Student Commissioner shall be a student registered in less than 3.5 credits with the University and, working together, shall:</p>	<p>Part-Time Student Commissioners</p> <p>Each Part-Time Student Commissioner shall be a student registered in 1.5 credits or less (per semester) with the University and, working together, shall:</p>
26	Motion to adopt	<p>College Commissioners</p> <p>Each College Commissioner shall:</p> <ul style="list-style-type: none"> i) Act as a liaison between her or his College Cabinet and the Board of Directors; ii) Attend College Cabinet meetings of her or his college; iii) Be fully informed of all business pertaining to her or his College in relation to the Association, should such information be required by the Board of Directors; iv) Distribute Association material to her or his College; 	<p>College Commissioners</p> <p>Each College Commissioner shall:</p> <ul style="list-style-type: none"> vi) Act as a liaison between their College Cabinet and the Board of Directors; vii) Attend College Cabinet meetings of their college; viii) Be fully informed of all business pertaining to their College in relation to the Association, should such information be required by the Board of Directors; ix) Distribute Association material to their College;

	<p>v) Work to inform the students of their College about the activities, services, advocacy, and political work of the Association and the Canadian Federation of Students</p> <p>College Senators</p> <p>Each College Senator shall:</p> <ul style="list-style-type: none"> i) Act as a liaison between the Board of Directors, the Student Senate Caucus, and Senate; ii) Work in conjunction with the College Commissioner from her or his College Cabinet to act as a liaison between their College Cabinet and the Board of Directors; iii) Advise the Board of Directors on policy matters within the purview of Senate; iv) Work to inform the students of their College about the activities, services, advocacy and political work of the Association and the Canadian Federation of Students. 	<p>x) Work to inform the students of their College about the activities, services, advocacy, and political work of the Association and the Canadian Federation of Students</p> <p>College Senators</p> <p>Each College Senator shall:</p> <ul style="list-style-type: none"> v) Act as a liaison between the Board of Directors, the Student Senate Caucus, and Senate; vi) Work in conjunction with the College Commissioner from their College Cabinet to act as a liaison between their College Cabinet and the Board of Directors; vii) Advise the Board of Directors on policy matters within the purview of Senate; viii) Work to inform the students of their College about the activities, services, advocacy and political work of the Association and the Canadian Federation of Students.
--	--	---

27	Motion to adopt	<p>2) Deputy Chief Electoral Officer</p> <p>ii) The Deputy Chief Electoral Officer shall aid the Chief Electoral Officer in his/her duties and in her/his absence shall fulfill said duties and shall be vested with the same authority as the Chief Electoral Officer during this time.</p>	<p>2) Deputy Chief Electoral Officer</p> <p>ii) The Deputy Chief Electoral Officer shall aid the Chief Electoral Officer in their duties and in their absence shall fulfill said duties and shall be vested with the same authority as the Chief Electoral Officer during this time.</p>
28	Motion to Amend	<p>Meetings of the Board of Directors</p> <p>iv) A letter signed by five Directors addressed to the Speaker and/or President requesting a meeting of the Board shall prevail upon her or him to call a meeting for such a time and location as set out in the letter;</p>	<p>Meetings of the Board of Directors</p> <p>iv) A letter signed by five Directors addressed to the Speaker and/or President requesting a meeting of the Board shall prevail upon them to call a meeting for such a time and location as set out in the letter;</p>
29	Motion to Amend	<p>Board Collegiality – Statement of Principles</p> <p>ii) Every board member has a responsibility to voice his or her viewpoint and to contribute to the debate on issues that come before the Board. In any decisions taken, a member of the Board has a responsibility to vote on the matter according to what he or she believes is in the best interests of the</p>	<p>Board Collegiality – Statement of Principles</p> <p>ii) Every board member has a responsibility to voice their viewpoint and to contribute to the debate on issues that come before the Board. In any decisions taken, a member of the Board has a responsibility to vote on the matter according to what they believes is in the best interests of the students as a whole;</p>

		students as a whole;	
30	Motion to Amend	<p>Representation of the Corporation</p> <p>The President shall be authorized to speak, to send correspondence, and to act on behalf of the Corporation and shall represent the Corporation to the best of his or her ability, exercising due diligence and good judgment in accordance with the by-laws and all operating, policy, and simple resolutions of the Board of Directors.</p>	<p>Representation of the Corporation</p> <p>The President shall be authorized to speak, to send correspondence, and to act on behalf of the Corporation and shall represent the Corporation to the best of their ability, exercising due diligence and good judgment in accordance with the by-laws and all operating, policy, and simple resolutions of the Board of Directors.</p>
31	Motion to Amend	<p>3) Orientation and Training (Staff Management)</p> <p>All employees must receive at least one orientation and training session facilitated by a senior staff member or a member of the Executive before they begin employment with the Association. This session should include a general introduction to the Association, its mission and mandate, an introduction to and tour of the Association offices, an introduction</p>	<p>3) Orientation and Training (Staff Management)</p> <p>All employees must receive at least one orientation and training session facilitated by a senior staff member or a member of the Executive before they begin employment with the Association. This session should include a general introduction to the Association, its mission and mandate, an introduction to and tour of the Association offices, an introduction to basic policies and procedures of the</p>

		<p>to basic policies and procedures of the Association, review and discussion of the resolutions relating to staff management and staff relations, and the Trent University Harassment policy. Subsequent to this initial orientation, all employees must have an introductory meeting with the Staff Relations Officer and further sessions as needed to receive all training necessary for the employee to perform his or her job. In the case of the Operations and Services Manager, the President shall be responsible for the facilitation of the orientation and training session(s).</p>	<p>Association, review and discussion of the resolutions relating to staff management and staff relations, and the Trent University Harassment policy. Subsequent to this initial orientation, all employees must have an introductory meeting with the Staff Relations Officer and further sessions as needed to receive all training necessary for the employee to perform their job. In the case of the Operations and Services Manager, the President shall be responsible for the facilitation of the orientation and training session(s).</p>
32	Motion to Amend	<p>i) Informal Verbal Complaint (Staff Management)</p> <p>It is the desire of the Association that complaints of employees shall be addressed as quickly as possible without having to level formal complaints against the Association, its directors, volunteers or employees; and that the employee normally shall give her or his immediate supervisor an opportunity to address her or his complaint accordingly. Where the employee is making a complaint about his or her immediate supervisor or feels that they require any support in addressing a complaint, the employee may request</p>	<p>i) Informal Verbal Complaint (Staff Management)</p> <p>It is the desire of the Association that complaints of employees shall be addressed as quickly as possible without having to level formal complaints against the Association, its directors, volunteers or employees; and that the employee normally shall give their immediate supervisor an opportunity to address their complaint accordingly. Where the employee is making a complaint about their immediate supervisor or feels that they require any support in addressing a complaint, the employee may request the</p>

		<p>the assistance of the Association’s Staff Relations Officer.</p> <p>The supervisor shall be allowed five (5) working days to seek information and advice and to communicate his or her answer to the complainant once an issue has been raised and communicated to the supervisor. Failing a satisfactory settlement, the complaint may be taken up as a grievance through a formal process outlined below.</p>	<p>assistance of the Association’s Staff Relations Officer.</p> <p>The supervisor shall be allowed five (5) working days to seek information and advice and to communicate their answer to the complainant once an issue has been raised and communicated to the supervisor. Failing a satisfactory settlement, the complaint may be taken up as a grievance through a formal process outlined below.</p>
33	Motion to Amend	<p>ii) Formal Grievance Step 1 (3rd Para; in Staff Management Section)</p> <p>In special circumstances, the Staff Relations Officer may use his or her discretion in evaluating the timely nature of the grievance. The nature of the grievance, the remedy sought, and all other pertinent information relating to the grievance shall be included in the grievance submission.</p>	<p>ii) Formal Grievance Step 1 (3rd Para; in Staff Management Section)</p> <p>In special circumstances, the Staff Relations Officer may use their discretion in evaluating the timely nature of the grievance. The nature of the grievance, the remedy sought, and all other pertinent information relating to the grievance shall be included in the grievance submission.</p>
34	Amend	Standing Committee on Transportation	Standing Committee on Transportation

		<p>iii) One student representative from each residential college (4);</p>	<p>iii) One student representative from each residential college (5);</p>
<p>35</p>		<p>Standing Committee on Grocery Assistance Mandate:</p> <p>The Committee for the Grocery Assistance Programs shall be responsible for matters pertaining to the Grocery Assistance Program on behalf of the Trent Central Student Association. As a sub-committee of Finance & Operations the Committee shall:</p> <ul style="list-style-type: none"> • Receive all applications for Grocery Assistance at committee meetings & determine those applicants who shall receive assistance in amounts of \$80.00, \$160.00, or \$240.00; • Keep confidential all personal details of Grocery Assistance Program applicants; • Ensure accurate, up-to-date records are being kept of the Grocery Assistance Program at each meeting of the committee; • Ensure that all applicants are notified of 	<p>Grocery Assistance Committee:</p> <p>The Committee for the Grocery Assistance Program shall be responsible for matters pertaining to the Grocery Assistance Program on behalf of the Trent Central Student Association. As a sub-committee of Finance & Operations the Committee shall:</p> <ul style="list-style-type: none"> • Receive all applications for Grocery Assistance at committee meetings & determine those applicants who shall receive assistance in amounts of \$80.00, \$160.00, or \$240.00; • Keep confidential all personal details of Grocery Assistance Program applicants; • Ensure accurate, up-to-date records are being kept of the Grocery Assistance Program at each meeting of the committee; • Ensure that all applicants are notified of decisions regarding their applications in a timely manner.

		<p>decisions regarding their applications in a timely manner.</p> <p>Membership*:</p> <p>The Committee’s membership shall include at least:</p> <ol style="list-style-type: none"> 1. Vice President Campaigns & Equity, to act as Chair; 2. Three (3) Directors <p>The membership of the Committee can be expanded at the discretion of the Chair.</p> <p>Meetings:</p> <p>The committee shall meet weekly from September to April, and as necessary during the summer semester.</p> <p>* During the summer semester the Grocery Assistance Program will be administered by the Executive Committee until the committee is struck in September.</p>	<p>Membership*:</p> <p>The Committee’s membership shall include at least:</p> <ol style="list-style-type: none"> 3. Vice President Campaigns & Equity, to act as Chair; 4. Three (3) Directors <p>The membership of the Committee can be expanded at the discretion of the Chair.</p> <p>Meetings:</p> <p>The committee shall meet weekly from September to April, and as necessary during the summer semester.</p> <p>* During the summer semester the Grocery Assistance Program will be administered by the Executive Committee until the committee is struck in September.</p>
36		Special Committee on Events	Standing Committee on Events

		<p>Mandate:</p> <p>The Special Committee on Events shall be responsible for matters pertaining to the events, socials, and campaigns organized and executed by the Association. The Committee shall:</p> <p>Oversee the execution and organization of at least one social, campaign, or educational activity per month during the Fall and Winter semesters;</p> <p>Assist in the implementation of the Executive Strategic Plan;</p> <p>Assist in the development and implementation of the Association’s Campaigns and Media Relations Strategy;</p> <p>Assist the Brand Ambassador Team and the Associations various taskforce groups, and receive updates from the Events Coordinator facilitating meetings;</p> <p>Create timelines for events and assist in attending to the details of event planning;</p>	<p>Mandate:</p> <p>The Standing Committee on Events shall be responsible for matters pertaining to the events, socials, and campaigns organized and executed by the Association. The Committee shall:</p> <p>Oversee the execution and organization of at least one social, campaign, or educational activity per month during the Fall and Winter semesters;</p> <p>Assist in the implementation of the Executive Strategic Plan;</p> <p>Assist in the development and implementation of the Association’s Campaigns Delivery Strategy;</p> <p>Assist the Brand Ambassador Team and the Associations various taskforce groups, and receive updates from the Events & Promotions Coordinator;</p> <p>Create timelines for events and assist in attending to the details of event planning;</p> <p>Receive proposals from, and seek to collaborate with,</p>
--	--	--	--

	<p>Be open to proposals from, and seek to collaborate with, other groups in the organization and execution of events.</p> <p>Membership:</p> <p>The Committee’s membership shall include at least:</p> <ol style="list-style-type: none">1. Events Coordinator, to act as Chair;2. Vice President Campaigns and Equity;3. Vice President University and College Affairs;4. Vice President Clubs and External Affairs;5. Brand Ambassador Team Lead;6. Communications Coordinator. <p>Meetings:</p> <p>The Committee shall meet weekly during the Fall, Winter, and Summer semesters.</p>	<p>other groups to organize and execute events.</p> <p>Membership:</p> <p>The Committee’s membership shall include at least:</p> <ol style="list-style-type: none">1. Vice President University & College Affairs, to act as Chair;2. Vice President Campaigns and Equity;3. Vice President Clubs and External Affairs to take minutes;4. Events & Promotions Coordinator;5. Communications Coordinator. <p>Meetings:</p> <p>The Committee shall meet weekly during the Fall, Winter, and Summer semesters.</p>
--	---	---

37	Motion to Amend	<p>Discrimination, Harassment, and Oppression</p> <p>The Association shall require that its directors and staff receive training on issues of power and oppression, Trent University’s policy on Harassment and Discrimination and related human rights issues, to be offered at the Association’s expense. This training shall normally be offered in conjunction with Orientation for new Directors.</p> <p>The Association shall endeavor to provide opportunities for the wider university community to participate in anti-oppression training at least once each academic year.</p> <p>The President shall meet at least once in each of the fall and winter sessions each year with the Trent University Human Rights Advisor to review the University’s and the Association’s practices and policies in regards to discrimination, harassment, and oppression and to develop strategies for their improvement.</p>	<p>Discrimination, Harassment, and Oppression</p> <p>The Association shall require that its directors and staff receive training on issues of power and oppression, Trent University’s policy on Harassment and Discrimination and related human rights issues, to be offered at the Association’s expense. This training shall normally be offered in conjunction with Orientation for new Directors.</p> <p>The Association shall endeavor to provide opportunities for the wider university community to participate in anti-oppression training at least once each academic year.</p> <p>The Vice President of Campaigns & Equity shall meet at least once in each of the fall and winter sessions each year with the Trent University Human Rights Advisor to review the University’s and the Association’s practices and policies in regards to discrimination, harassment, and oppression and to develop strategies for their improvement. Such meeting shall be open for other Directors of the Association to attend.</p>
----	-----------------	---	---

In addition to the motions presented ORDC recommends that the following Operating Resolutions be renewed:

Elections Committee: 09/2017

Elections Procedures: 09/2017

Ethical Purchasing: 03/2017

Executive Review: 03/2017

Expenditure Approval: 09/2017

Insurance Benefits: 03/2017