



Regular Winter General Assembly 2021

Miara Solivo shall chair the meeting. Abril Meza shall record the minutes.

The meeting shall commence at 6:00 pm Et and will take place on Zoom:

<https://us02web.zoom.us/j/87440782404>

AGENDA

1. Land Recognition
 2. Adoption of the minutes (Fall 2020 General Assembly)
 3. Presentation
 - 2.1 General Elections 2021
 4. Reports
 - 3.1 Executive Committee Annual Report
 - 3.2 Financial Statements (FY ending in 2020)
 5. Special Orders
 - 4.1 Appointment of the Auditor (FY ending in 2021)
 - 4.2 Ratification of the New Constitution
 - 4.3 Request for Supplementary Letters Patent
 - 4.4 Reclassification of Policies
 - 4.5 Ratification of Policy on Land Recognition
 6. New Business
 - 5.1 Position on In-Person Final Exams
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The Fall General Assembly of the Dawson Student Union was held on Wednesday the 4th of November 2020 at 18:00 by videoconference. The Chair Miara Solivo presided over the assembly. Secretary Abril Meza Naranjo recorded the minutes.

Directors present: Kevin Contant-Holowatyj (**Chairperson**), Alexandrah Cardona (**Deputy Chairperson**), Noah Lemaire (**Treasurer**), Danahe Orduna Martinez (**Director of Mobilization & Communications**), Amelie Chornet (**Director of Clubs & Services**), Nicole Vega Rivas (**Director of Student Life**), Leana Ramirez (**Director of Internal Affairs & Advocacy**), Sarah Bensemana (**Director of Sustainability**), Valeria Sygal (**Director of External Affairs**)

Guests present: Miara Solivo (**Chair**), Abril Meza Naranjo (**Secretary**)

Members in attendance: 108

Quorum: Yes

Majority: 55

Agenda

- 1. Reading of the Agenda**
- 2. Approval of the Minutes from the Fall 2019 General Assembly**
- 3. Statement from the Chairperson**
- 4. Special Orders**
 - 4.1 Ratification of the Budget
 - 4.2 Ratification of the Policy on Clubs
- 5. New Business**
 - 5.1 Vote on the Resolution by The Green Earth Club “Position Against the Gazoduc/GNL Project”
- 6. Adjournment**

Assembly called to order at 18h07

1. Reading of the Agenda

2. Approval of the Minutes from the Fall 2019 General Assembly

- Kevin Contant-Holowatyj moves to adopt the minutes of the Fall 2019 General Assembly

Motion passed by majority consent

3. Statement from the Chairperson

- Kevin Contant-Holowatyj welcomes the membership to the assembly and introduces the executive committee for the 2020-2021 mandate

4. Special Orders

a. Ratification of the Budget

- Noah Lemaire moves to adopt the budget proposal for 2020-2021

Motion passed by majority consent

b. Ratification of the Policy on Clubs

- Noah Lemaire moves to adopt the policy “Code of Standing Regulations for Dawson Student Union Clubs”

Motion passed by majority consent

5. New Business

a. Vote on the Resolution by The Green Earth Club “Position Against the Gazoduc/GNL Project”

- Maia Day moves to adopt the resolution

Motion passed by unanimous consent



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6. Adjournment

Fall 2020 General Assembly adjourned at 20h08

DRAFT



Executive Committee 2020-2021 Annual Report

**Presented at Winter 2021 General Assembly
April 27th 2021**

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Executive Summary

While this mandate certainly has not been the most conventional, we are proud of the accomplishments that we have made in such a shortened mandate. It is no secret that Union was struggling both in matters of its governance but also in delivering for students. Over the course of our mandate, we have managed to navigate through a complex system to ensure the delivery of our core campaign promises. We reinstated the Student Council, which had been long awaited by the body to ensure better management of the union as an advisory body. Furthermore, we followed our core obligations as Directors of the Union in holding both a Fall and Winter General Assemblies, something that had not been witnessed in years. We also finalized all Financial Statements and filled the taxes accordingly for the past 4 years and are on track to have a full audit completed by the end of the next mandate. We are also proud to have been the first executive willing to be completely transparent with its membership by sharing minutes, agendas, budgets and financial statements on our website. We have also managed to restructure the Union and optimize our use of funds through diligent spending and the re-evaluation of our running costs.

As an Executive Committee, we are proud to have presented to the Fall general Assembly a Policy on Clubs and to now present to the Winter 2021 General Assembly a new Constitution and a Policy on Land Recognition. Through hard work and determination, we are on track to reshaping our Union for the better by ensuring better consistency through the hiring of a permanent office Manager who will help in duties of record keeping and minute taking. We are also proud to be the first executive in several years to have fully appointed all representatives on all College entities that have student seats. Through this strong advocacy on formal and informal bodies of the College, we have managed to reclaim our place as the legitimate defender of student rights.

While the pandemic was not easy for managing matters of Student Life, we have persevered through the use of our social media to engage students in various events and to ensure the promotion of student groups. Despite our Union operating entirely online, we have managed to have new clubs join our community, notably K-Drop and the Dawson Freedom Alliance. It is because of our modification and loosening of the previous Club rules that we were able to stimulate the growth of clubs at Dawson.

While the DSU was active within the College, the same could be said outside of the College. The DSU strengthened its position with External Organisation such as CASAQ (Coalition of Anglophone Student Associations of Quebec) and la FECQ (Fédération étudiante collégiale du Québec). Finally, the Student Union is proud to have officially decided to go Carbon Neutral through buying carbon credits. While this project is still not completed, we are proud to have taken this decision to move forward in a way that is more sustainable.

While the mandate was short, it was certainly not without its fair share of events. We are proud to have accomplished so much over the course of the last months and to leave the Union in a better state for our successors.

Report from the Chairperson 2020-2021

Kevin Contant-Holowatyj

Human Resources

As head of Human Resources, I decide along with some colleagues to change some of our staff and the way union functions to ensure better consistency in things such as minute-taking and record keeping. We are currently in the process of hiring a new Administrative Director who shall be entirely responsible for the role of a corporate secretary and to aid the current Deputy-Chairperson in their respective duties. This will be a qualified person who will help manage the office, assist in public relations and communications, and ensure the Union runs adequately between transitions. This candidate will also have a hand in various duties such as office management, communications, public relations and the drafting of official documents for the Union. Candidates are currently being interviewed and it is our goal to have a new hire by the end of the current mandate.

Efficiency and Transparency

Throughout the mandate, we have worked to optimize the use of our resources. We were able to make significant savings on software. Furthermore, we optimized the Union office space through the digitization of all physical files. We decided to go entirely virtually due to the pandemic and also for sustainability reasons. Having files available in a cloud will allow for better and more efficient use of our time. We completely reorganized our digital space and added new and more streamlines forms for things such as reimbursement requisitions. With the creation of a digital space, Executives will be able to work from virtually anywhere.

We have also taken on a firm to completely redesign the website to once more, allow greater access to information such as the minutes, financial statements, budgets and other important documents to our members. We have also taken on new technology to help reach our student body more quickly through mass email and online voting technology for elections and referenda.

Advocacy and Representation

When I first took office, most of the seats if not all were left vacant and had not been filled throughout the previous mandate. The Union had not been active on the advocacy front for years. During the current mandate, we made an effort to fill every single seat in the College with student representatives who were successful in. We are happy to currently have a full complement of Student Representatives appointed to every single official and unofficial body throughout the College.

As Chairperson, I sat on both the Board of Governors and Senate who are two of the highest bodies in the College. I worked tirelessly with my fellow student representatives to push for greater representation and participation on College bodies. While we have not been successful in achieving the desired goal for the moment, we have without a doubt demonstrated that the Student Union is back and taking once more its most important role seriously.

In the fall semester, we played an active role in the appointment of the new Director-General. We also successfully and unanimously passed motions to have ISEP revised to better serve the student body in what is often viewed as a lacklustre policy that does not protect sufficiently students. Following the passing of the motion, we had several meetings with the College Administration to work on improving ISEP notably by allowing the student union to play an official role in defending and helping students when faced with Academic Grievances. We also worked with la FECQ and other associations in CASAQ to push for the removal of an unjust clause in the Collective Agreement for the FNEEQ which affects grade review committees of final grades. Furthermore, we advocated within the College and with external organizations to ensure that no in-person final exams take place at Dawson against the will of students. We were successful in this regard and had the College reverse its initial decision on the matter by exercising pressure in the media and by lobbying the government and elected officials.

In the winter semester, we worked on two fronts to expand our presence in the College notably by pushing for an amendment of the College's By-law on Senate to allow for a larger body of students to sit in the Senate. Furthermore, we also worked on the Board of Governors to have a new by-law created specifically to student advocacy which would allow for specific student representation quotas on official and unofficial bodies of the College and an expanded role within the college. While our team was not successful in passing these changes, it was to be expected after years of weak presence of student representatives. I would recommend the next Chairperson to continue to play a strong advocacy role in the College and to continue pushing for these changes. In a way, the Union will need to redeem itself in the eyes of the College before being able to take a larger role since the current role has been largely unfulfilled during the latest years.

College Relations

Ever since the accreditation, the DSU has always had a tense relationship with the College. With that said, we are seeing improvements in certain aspects, some have remained the same despite our best efforts to be open-minded, collaborative and reasonable. Throughout our mandate, we have spent over 60 hours working on the Protocol Agreement. This agreement is usually signed between the DSU and the College and seeks to clarify certain responsibilities

and duties that both organizations have to mutually uphold. While we tried for several months to come to an agreement, we have unfortunately been unable to do so thus far. The most important part of the negotiations was concerning the Space allocated to the DSU. The College refuses to recognize that spaces used by student groups, the Hive and storage are part of our allocated space. Instead, they wish to have full control to reclaim space whenever and however they want. Furthermore, they expected the DSU to pay for all renovations of spaces despite having no guarantee that it would remain under the jurisdiction of the DSU. I would recommend to the next executive to be very careful in their dealings with the College on this matter. While they will try to make it seem like the agreement is sound and mutually beneficial, it is often not the case. The Protocol Agreement must only be signed if there is an agreement that is beneficial and for the Union. The DSU has no obligation to sign the agreement and can choose to function purely under the accreditation. My conclusion with these negotiations is that the College does not understand its obligations in regards to student associations under the accreditations act. Finally, I would recommend that the DSU deal through its legal representative for all negotiations with the College. I have often found it is hard to be taken seriously in the College. There is a general lack of trust and faith in students and their capacity to get things done. While I understand this is nothing personal, I sincerely that having a professional in the mix reinforce our position before the College.

Governance

One of the largest projects of the Union has been to reconstruct its entire structure which, over the years, had been left in a state of disrepair. Through formal training and adequate consultation, my team and I were able to establish a proper structure to Union through consistent and proper minute taking. Furthermore, I have worked with the Director of Clubs and Services to create the Union's first Clubs Policy which clearly establishes club requirements and obligations. Finally, with the help of the DSU governance committee, we have created a new Constitution document which will replace it entirely, if adopted at the Winter General Assembly, the current Constitution and By-laws. This has been a long-time in the making since the previous by-laws had been tampered with and changed over the years which resulted in them often no longer making sense. Furthermore, certain articles of the Constitution were not in line with the Quebec Company's Act which governs the structure of legal persons.

Student Health and Dental Insurance Plans

During our mandate, we saw the growing need for student insurance plans specifically to support students with mental health services. That is why the DSU has taken on StudentCare as its Insurance provider to offer students a plan by no later than winter 2022. We have worked with our Student Council to develop and select a plan that is right for Dawson students. After having conducted a survey, more than 90% percent of respondents answered they wanted the DSU to offer student insurance. While such a plan must go through a referendum, we hope students will be pleased with the plan selected and that DSU may move forward with its implementation.

Report from the Deputy-Chairperson 2020-2021

Alexandrah Cardona-Fortin

Transparency and Accountability

The 2020-2021 mandate is coming to a close. At this time, all nine director positions and seventeen councillor positions remain fulfilled, an achievement not seen in far too many years. This success can possibly be attributed to the fact that the mandate has primarily focused on restructuring and better organizing the operations of the union to ensure a precedent of improvement and innovation over the long term. Several measures were put in place to accomplish this goal. Among them was the re-organizing of the secretarial and corporate affairs. On the digital front, this included the publishing of governance and meeting documents, among other records, on the union's website as a measure of transparency and accountability for the **first time in the union's history**. Furthermore, the union introduced sections on reports from student representatives, financial information concerning DSU Finances, access to meeting information for members-at-large, as well as newsletters and other new communication formats with the goal of streamlining information for our members.

Secretarial Duties

Moreover, thousands of union records from the previous twenty years are in the process of being digitized for further online access. To prepare for these digital files, the union has created an online filing system that is associated with our domain. The intention is that future executive teams and those fulfilling secretarial duties will have ease-of-access to the long history of the DSU, and the relevant files will become shareable with the membership. I would strongly recommend that the union continue to make recordings of meetings (minutes) and financial statements available in an accessible format on a public online platform in the spirit of transparency.

Resolving Issues with Union Record Keeping

It is for this reason that the role of secretary and associated tasks given to the Deputy Chairperson per the union's bylaws should be transferred or delegated to a remunerated staff position within the union. The reality of the executive positions is that they are filled by elected members who remain students throughout their mandate and receive no wage or salary for their work. This structure has unfortunately meant that certain executive positions have become prone to neglect due to impractical and unrealistic workloads. The necessary knowledge and attention to detail for essential secretarial practices related to not-for-profit governance, along with the required time commitment for weekly or daily upkeep of the union's corporate affairs, is simply not applicable to a college student. This means that, in practice, the fulfillment of

secretarial duties have often been unsatisfactory, which should be of utmost concern due to the size of our organization.

Representing Students in the College

On another note, representation of students remains lacking on the decision-making bodies of Dawson College. In turn, the relationship between students and the administration leaves a lot to be desired in the areas of collaboration. To rectify this, it is imperative that the DSU take its role seriously in its duty to appoint competent student representatives and continue to foster a reciprocal relationship with college officials. The importance of student advocacy and protection of student rights cannot be overstated, and it is imperative that the union continue to center the experiences of its members in the future. To put it simply, the day-to-day lives of students at Dawson College can be improved, so long as student leadership is present and willing to advocate for their needs.

Rebuilding the College's View of the DSU

My time on the Senate and other committees of the college has demonstrated that there is much work to do in order to legitimize the work of our union in the eyes of the administration and the labour unions. My advice is that the DSU should continue to support a system of student representatives recommended by Student Council and appointed by the Executive Committee. The strategy is simple: united we conquer, divided we fall. The DSU needs to work together and embrace collaboration between executives, councillors, students groups and clubs, as well as members-at-large. Only then will the DSU also embrace its true potential.

Report from the Treasurer 2020-2021

Noah Lemaire

Digital Reimbursement Forms

Starting our mandate in the midst of the academic year and with the restrictions caused by COVID-19 have been challenging, however, the Dawson Student Union is currently in a good place financially and is now better than ever at functioning online efficiently. As Treasurer, I started by creating a new budget that prioritized our different student groups and services as well as increasing the amounts allocated to professional fees to ensure the regulatory compliance of our organization. I then tackled the issues related to the reimbursements of students and payments to suppliers by establishing a new secure online system. This initiative also allowed the DSU to diminish the environmental impacts related to the printing of paper forms and the cost of cheques. I also ensured that all important government remittances and other dues were paid and filed correctly.

Transparency, Efficiency and Functionality

With the assistance of our external bookkeeper, I concluded on a monthly basis, the reconciliation and verification of expenses made by the organization. This will ensure that the auditing process for the financial year ending May 31, 2021 goes smoothly. To maintain a relationship of trust with our members, I worked on a new accountability section on the DSU's website, where financial statements and budgets can be consulted. Furthermore, I created a new application process for Student Project Funding where funds are now more accessible to students. Along with the Constitution & By-Laws Committee, I drafted a new Constitution which includes strong safeguards related to finances, audits and the awarding of contracts if implemented. I also introduced, under legal advice, a new Directors and Officers liability insurance which protects the key players of the DSU even further.

Union Savings

During my mandate, the expenditures of the DSU decreased significantly, particularly in student-group related funding as well as events due to the pandemic. Nevertheless, I assisted the Director of Clubs and Services as well as the Director Student Life, to fund online events and giveaways that engaged students. I also allowed the DSU to make major savings by introducing many discounts for services we need such as software related to our website and different operations, owing to our not-for-profit (NPO) status. To give an example, costs related to our cloud and electronic mail system, hosted by Google were cut by more than 50% per licensee. These NPO discounts allowed us to introduce effective tools to reach our members such as via newsletters and many business software at a reduced cost. Furthermore, we were able to obtain the NPO bank account offered by Desjardins which has allowed us to reduce our Banking fees by 85%. Ultimately, my priority has been to decrease the amount allocated to more administrative costs.

Long-Term Vision

My last mission as Treasurer will be to explore and create new medium-term investment strategies to ensure that the DSU will remain in a stable financial position for the years to come. This will allow future directors to concretize new projects by offering training at the end of my term for a smooth transition. With this new reserve of funds, I see the DSU investing in new projects that will engage students, such as a student-run café or new services and also implement further financial regulations in consultation with its professionals for the integrity of the organization.

Recommendations

Going forward, it is of the utmost importance for the DSU to have concrete policies and internal regulations that dictate the ways the organization operates as well as how it awards funding to students and student groups. In addition to this, it is also essential for the DSU to look beyond what other student unions and non-profit organizations put forward in order to always be up to date and move forward. I also strongly believe that there needs to be a more comprehensive budget structure. I think this can be done, just like a lot of the decisions made by the DSU, in consultation with the appropriate professionals, whether it is an accountant and/or a lawyer. As the DSU is primarily funded by student fees, it is important to remember that money should be

spent in the best interest of all students and that transparency is vital to maintaining a relationship of trust with its members and even its partners such as Dawson College

Report from the Director of Internal Affairs and Advocacy 2020-2021

Leana Ramirez

Review of Governance

The year 2021 was a big year for DSU Advocacy. We did a lot of important things, such as representing the student body on different committees with the college administration including: The Senate, the Academic Calendar Committee, the ISEP and IIEP Revision and many others. We also had to appoint and work with a new CEO to establish a concrete and functioning Elections Commission, as well as develop new and improved standing regulations that helped solidify the Commissions function and power within the Union. Adding to that, we worked with the Director of Clubs and Services and developed standing regulations regarding the functioning and structure of multitude of clubs.

Student Council and Student Advocacy

More internally, we had to work with the student Council appointed representatives when sitting on the College's committee, work with the Chairperson and Treasurer with the negotiations and signing of the protocol Agreement, work with Legal, the Chairperson and Deputy Chairperson to revise the current Bylaws, constitution and Policies, as well as organize the specific services ordered by the Director of Internal Affairs and Advocacy such as grade revision, problems with the Dawson College staff, and many other things. Adding to that, we had to work with the First-year's office to develop joint programs and services for students, and work with Ombudsperson to create a plan and procedure for student advocacy.

Safer Space Policy

Finally, before the winter GA, we : completed the revision of the Safer Space Policy in order to ratify it, allocated a specific part of the budget for the implementation of such a project, specified the requirements needed for the future coordinator of the centre and decided whether or not student volunteers would be included and decided on which training they should or should not get. The Centre is to be fully planned by the end of the current semester, and will be implemented starting Fall 2021.

Recommendations

My recommendations are to keep working on the Safer Spaces and Sexual Violence Policies with our lawyer, with the student councillors, and present it at the Fall GA. Assisting Indigenous students in implementing different lines of work with the college administration (for example

giving more accessibility to indigenous students/providing them more resources and help especially for single indigenous mothers, notably, and any other project that you and the indigenous student representatives may think of creating. Keep fighting for our students' rights by sitting on the Comité de la Défense Académique in order to bring further changes in the grade revision policies, notably. Keep creating a plan for student advocacy along with the ombudsperson or by hearing from other CEGEPs and what they are doing (through the Comité de la Défense Académique, notably).

Report from the Director of External Affairs 2020-2021

Valeria Sygal

CASAQ

Being the Director of External Affairs of the Dawson Student Union, I held a seat on the Coalition of Anglophone Student Associations of Quebec (CASAQ). Every two or three weeks, one executive from five CEGEPs would gather to discuss any recent updates from their campus, new ideas and activities that were being offered to students and any issues that pertain to the CEGEP experience were brought up. One major issue faced by students from all CEGEPs this past year was the in-person examination process that most did not agree with. I was proud to represent the voices of Dawson science students to the Dawson College administration.

New Initiatives

Also, at the beginning of the mandate, CASAQ adopted a climate plan which recognized the current climate situation as a climate crisis, the importance of preserving indigenous rights and territorial heritage and several different sustainable development goals set by a committee.

In addition, working closely with CASAQ, I was introduced to important figures part of Student Care, the leading provider of student health and dental plans in Canada. At one of the board meetings, I presented this company. As a result of many long hours of working as a team, new health and dental plans will be made accessible for the students at the end of our mandate.

CASAQ Events

Along with discussing important issues concerning the students, several intercollegiate activities were also planned. As it is known, this past year spent in isolation, for most, was challenging mentally. It became very hard to meet new people outside a personal circle of friends. The intercollegiate activities organized with other executives part of the CASAQ, as well as with the Director of Student Life and the Director of Communications and Mobilization of the Dawson Student Union included the Intercollegiate Public Speaking event, the pumpkin carving contest and the League of Legends competition. These events were made to encourage interaction between students from different CEGEPs and to break the loneliness of many.

Partnerships

Also, as the Director of External Affairs, it was my responsibility to partner with different organizations to offer benefits to the Dawson students. During this difficult financial climate, the Dawson Student Union has been working hard to support local businesses and our students. Throughout my mandate, I was able to successfully offer discounts to all 11,000 Dawson students, while promoting their businesses on our social platforms. For Valentine's Day, I partnered with over 10 local small businesses to offer discounts to Dawson students. Moreover, I secured another partnership with WeCook Meals which is a meal service that brings home cooked healthy meals to your doorstep. We all know how students' schedules can get busy and partnering with such a company to offer discounts to Dawson students was a great help to them.

Recommendations

For the next Director of External Affairs, I would recommend that they continue to work closely with members of the CASAQ. Communicating, collaborating and solving issues together really helped bring interesting activities to life and solve important issues. In the upcoming year, it will be the DSU's turn to host the CASAQ Fall General Assembly. Many executives enjoyed this year's CASAQ General Assembly hosted for the first time online by Champlain College. However, I could make a few recommendations to facilitate the experience of the next CASAQ General Assembly. Firstly, it would be important to know the different directors present in each union since they do vary from one Union to another. Next, it would be important to gather these directors and to separate them into different categories like Academics, Student Life, Sustainability, Clubs, etc. This would allow different directors with the same responsibilities to exchange some interesting ideas or discuss issues happening at their CEGEP. Also, having set talking points presented in advance to the executive board of each CEGEP prior to the General Assembly would allow time for the directors to gather their ideas and important information to present at the General Assembly. Finally, it was agreed upon by the involved CEGEPs that hosting more than one CASAQ General Assembly, if time permits, would be beneficial for all parties.

Report from the Director of Clubs and Services 2020-2021 **Amelie Chornet**

F20 Semester Plans

The Fall 2020 semester consisted of clearing up club regulations, requirements, policies, etc. To do so, we gathered the unwritten rules that had been instilled in the past, we created new and updated policies and started writing the *Internal Regulations on Clubs*, now called the *Internal Regulations on Student Groups*.

The first version of this document includes a clear definition of DSU Clubs, their purpose, the oversight of the DSU Executive Committee on Clubs, and club membership. The document also

defines clear guidelines for Club Status Accreditation. We introduced “Interim” Club status and outlined the criteria and procedures to be accredited with Interim and Official statuses. Finally, the document lists all Club Requirements (i.e., constitution, election, executive team, meetings, events, consent workshop) and Policies (i.e., election policies and quorum, financial policies, policies on club spaces, advertising policies, policies on events, sustainability policies). Parts on Club Activity, Club Status Revocation, and a General Provision have also been included in this first version.

The Fall 2020 version of the *Internal Regulations on Clubs* allowed us to have a basic gathering of all rules and information regarding existing Clubs, and necessary to new Club initiatives. The document can be refined by adding new sections and new policies to the already existing guidelines.

The *Internal Regulations on Clubs* was approved by the DSU Executive Committee on October 29th, 2020, and was ratified at the Fall 2020 General Assembly on November 24th, 2020.

W21 Semester Plans

In the semester of Winter 2021, we redesigned the *Clubs* section of the DSU website. The former *Clubs* page simply included the name of each club and the email address at which they could be reached. The new page, now named *Student Groups*, lists every club, with a logo, description, and link to all social media pages as well as their email address.

The semester also consisted of helping the DSU’s Director of Internal Affairs initiate the writing of the *Safer Spaces Policy*. When completed, this document will allow the DSU to have clear policies on all forms of discrimination and harassment within and outside of spaces such as the Club spaces.

We also initiated the *Internal Regulations on Student Groups* review. We deemed a policy review was necessary to the preciseness of the functioning of Clubs/Student Groups. The document has been given a new format, including new parts with different titles and policies (i.e., Interpretation/Definitions, Application, Clubs, Student-run Services, Independent Student Groups, General Provision). This review will be continued by the next DSU Executive Committee.

Finally, Winter 2021 is the semester during which we were able to expand club life. A few new Clubs have been created and granted Interim Status. This has allowed the DSU to start offering a wider range of clubs for students with different interests and hobbies. Furthermore, this has pushed us to rewrite the club registry in more detail (with club executives’ information, club details, etc.).

Recommendations

First, the next Executive Committee/Director of Clubs and Services should complete the review of the *Internal Regulations on Student Groups* in time for the Fall 2021 General Assembly, based on the existing first draft. The revised version should include all necessary definitions, every type of accreditation process, all club requirements, responsibilities and restrictions, all

applicable sanctions. New parts on “Student-run Services” and “Independent Student Groups” should be written.

Second, the Interim Clubs that have been accredited during Winter 2021 should be given Official Status, if they respect all conditions outlined in the *Internal Regulations on Student Groups – Official Club Status Accreditation*.

Third, I would suggest the next Executive Committee/Director of Clubs and Services find a platform to maintain quick and active communication with every executive team that is more effective than communicating through DSU Gmail addresses and looking through email threads. The possibility of platforms such as *Slack*, or *Microsoft Teams* could be interesting to explore.

Finally, the next Executive Committee/Director of Clubs and Services must work on the reorganization and redistribution of Club Spaces, for when in-person activities will start taking place again on campus. The Executive Committee/Director of Clubs and Services can base themselves on the existing map of allocated Club spaces from 2019-2020 but should prioritize the work on finding new ways to optimize the spaces and include new clubs that don't already have a designated space.

Report from the Director of Sustainability 2020-2021

Sarah Bensemana

Sustainability Workshops

This past year as Sustainability Director for the Dawson Student Union, I have made an active effort to encourage students to become more environmentally friendly. Firstly, as of March 2021, I have organized monthly sustainability workshops, hosted by Pamela Fillion, a coordinator for many of the Hive's workshops. In the past few months, we have studied herbalism technology and methods to help treat mental health, stress, anxiety and trauma, in addition to focusing on tackling textiles and upcycling fabrics for radical home ec. Our upcoming workshop will focus on the power of the dandelion weed, in honour of spring. Further, as an incentive for students to attend, we reached out to Lufa Farms, a sustainable urban farm here in Montreal, to ask for some gift cards to give away to the students who come to our events.

Sustainable Dawson

Moreover, throughout the year, I have worked in liaison with Dawson's Sustainability Department. For instance, we have discussed ways to promote more environmentally friendly options for transportation to school next semester, as the fear of public transportation is one that we suspect will occur. Therefore, I have helped come up with possible solutions, such as a biking-program related to gym class where people can get graded on how often they bike to school as well as a carpooling program for those who live in nearby areas. Also, with the

Sustainability Department, I acted as a guest speaker for the Earth Panel back in February. At this event, we discussed ways for students to remain active in school life and continue to work toward resolving the climate crisis. Lastly, this coming week, I will be taking part in another panel for Dawson's Earth Week.

Dawson Dining

As well, we reformed the Dawson Dining Initiative to help cater to students in this difficult financial climate. While we have only just begun, we have organized a Google form where students with different levels of food insecurity can reach out to the DSU for help. Not only will this help students pay for their groceries, but it will also encourage them to make more environmentally friendly, sustainable food purchases as we will be providing grocery card gift cards to pre approved establishments.

Recommendations

For the next Sustainability Director for the Dawson Student Union, I would recommend that they continue to ensure that Dawson Dining be implemented and that we help the student body as much as possible. Also, I would look to maybe organize larger events for the student body: something that I was not able to do this year due to Covid-19. I believe that this would be a great way to help encourage the students to actively participate in climate justice. Lastly, I would advise the next director to continue to work with the Sustainability Department at Dawson: they offer a lot of support, ideas and ways to get involved in Dawson. Not only will this allow the next director to do more in their time in this position, but it will also help encourage other students to participate in environmental initiatives as well.

Report from the Director of Mobilization and Communications 2020-2021 Danahe Orduna Martinez

This semester, the Communications department improved student engagement on social media as well as the branding and reputation of its student association. We sharpened our marketing tools to increase our following, especially our social media engagement. The promotion of events allows Dawson students to have a better engagement in the activities created for them so that they can create new online experiences. The creation of a Communications Committee was primordial for our success! This committee allowed us to have a brand palette so that the aesthetic of our brand could be more consistent.

Also, all of our posts were approved by this new board. Teamwork facilitated the work that needed to be accomplished. We were able to respond to crises and listen to students' concerns about several situations that affect them. We raised awareness about some global and local issues to advocate and inform about issues in the hope of mobilizing our community to see outcomes.

The Director of Mobilization & Communications worked hand in hand with the Director of Student Life to organize and create activities where students can enjoy their student life despite these unexpected circumstances. One of our goals for the communication department was the creation of its podcast! The first episode was recorded. However, due to lack of time and technical difficulties, it was not possible to air it. It was our priority to prioritize students' mental health. Support and exercises for self-care were promoted to show students techniques to take care of their soul/body especially, during these difficult times. I am proud of all our accomplishments as directors and as a team!

Report from the Director of Student life 2020-2021

Nicole Vega Rivas

Fall 2020

Although our mandate started somewhat late, we were able to host and organize multiple events for the student body. During the fall semester, the DSU collaborated with the MSU for a Halloween decoration contest. Unfortunately, rates of participation were low, but the creativity we saw from participants was outstanding. We also organized a volunteer webinar. For this event, we collaborated with le Réseau de l'Action Bénévole du Québec. This event was aimed to provide students with different resources that they could use to search for volunteer opportunities both locally and internationally. Along with all other five anglophone CEGEPs, we hosted a Student TED talk during which a selected student presented a topic of their interest. Throughout the month of November, we proposed to students small self-care challenges to do at home in order to help them improve their mental health. Finally, during the month of December, we hosted weekly winter reading activities where we presented students with a variety of short stories to read during the course of the week. At the end of the week, we would host a zoom meeting to talk and discuss the story in more detail. In addition, during the holidays, we organized a tree/cookie decorating contest.

Winter 2021

During the winter semester, we have also been able to organize multiple events for students. For Valentine's Day, we hosted, alongside the student union from College Jean de Brebeuf, an intercollegiate event called "Boom Boom Boom, I want you in my Zoom." This event has been our most successful one. During Black History Month, we posted a weekly history fact to educate students about Black Canadian History. We collaborated with the Legacy Club in a trivia night as well as a Black History Webinar where we invited multiple Black Montreal-based artists to share their journey with the Dawson Student Body. We organized a second volunteer webinar. Once more, we collaborated with le Réseau de l'Action Bénévole du Québec. We have

collaborated with Campus Life and Leadership for pink shirt day (anti-bullying awareness day), for the Easter egg hunt, and finally for D-Voice. D-Voice is a student singing competition. The winner of the competition will have the opportunity to participate in an intercollegiate singing competition as well. We brought back the small self-care challenges during the month of March, but unfortunately, this activity was not very successful, as only one student participated throughout the month. For First Peoples' Week, we invited Jordan-Jerome, a student council representative, to share his story and answer questions that the Dawson Student Body may have regarding indigenous communities in Quebec. Finally, we have been very focused on the new podcast that should launch anytime soon. We started to recruit student volunteers during March, and we now have a beautiful team of five students running everything. I am currently working with them to write the constitution for the upcoming year.

Recommendations

I would recommend to the next Director of Student Life to implement a better volunteer management system that we could not accomplish this year. I would also like for them to continue the DSU podcast project through a student-run service format.

DAWSON STUDENT UNION

MAY 31, 2020



DAWSON STUDENT UNION

MAY 31, 2020

SUMMARY

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LEVY PILOTTE

Société de Comptables Professionnels Agréés S.E.N.C.R.L.
Partnership of Chartered Professional Accountants LLP

NOTICE TO READER

On the basis of information provided by management, we have compiled the balance sheet of **DAWSON STUDENT UNION** as at May 31, 2020 and the statement of revenues and expenditures and net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Prior to the compilation of these financial statements our accounting firm prepared journal entries on these financial statements.

Levy Pilotte LLP

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March 20, 2021

¹ CPA auditor, CA, public accountancy permit No. A111214

DAWSON STUDENT UNION

BALANCE SHEET

May 31, 2020

(unaudited, see notice to reader)

	2020	2019
ASSETS		
CURRENT		
Cash	\$ 147,938	\$ 136,921
<hr/> <hr/>		
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 34,638	\$ 47,402
<hr/>		
NET ASSETS	113,300	89,519
<hr/> <hr/>		
	\$ 147,938	\$ 136,921
<hr/> <hr/>		

APPROVED ON BEHALF OF THE BOARD:

....., Chairperson

....., Treasurer

DAWSON STUDENT UNION**STATEMENT OF REVENUES AND EXPENDITURES AND NET ASSETS**

Year ended May 31, 2020

(unaudited, see notice to reader)

	2020	2019
REVENUES		
Dues	\$ 407,501	\$ 451,003
Trip project	27,990	-
Interest	244	3
	<hr/> 435,735	<hr/> 451,006
EXPENDITURES		
Advertising and promotion	144,178	62,560
Bank charges	944	1,201
Conferences and meetings	-	4,546
Directors' fees	7,210	6,750
Donations	950	-
Elections and general assemblies	789	186
Events and campaigns	31,853	92,636
Insurance	5,730	6,666
Covid relief expenses	26,350	-
Office and general	7,708	32,176
Other clubs	3,096	8,218
Professional fees	35,010	8,913
Special project fund	552	3,418
Telephone and website	17,715	12,621
The Plant Newspaper	7,531	9,877
Trips project	48,372	37,664
Wages and levies	73,966	88,573
	<hr/> 411,954	<hr/> 376,005
EXCESS OF REVENUES OVER EXPENDITURES	23,781	75,001
NET ASSETS , beginning of year	89,519	14,518
NET ASSETS , end of year	\$ 113,300	\$ 89,519

DAWSON STUDENT UNION**NOTES TO FINANCIAL STATEMENTS****May 31, 2020****(unaudited, see notice to reader)****1. NATURE OF OPERATIONS**

Dawson Student Union/Syndicat des étudiants de Dawson is a non profit, accredited corporation which is the sole representative of all full-time and part-time students at Dawson College. It was incorporated under part III of the Quebec Companies Act on February 23, 2005 and accredited under the provincial Act respecting the Accreditation and Financing of Student Associations on April 2005 and is exempt from income tax. The aim of the union is to represent and to defend the interests, rights, privileges and general welfare of all full-time and part-time students of the Dawson College. The Union follows the deferral method of accounting.



AGENDA ITEM .1. – Appointment of the Auditor (FY Ending in 2021)

Submitted by: Treasurer

Subject and background: Each year, the DSU has the legal obligation of appointing and Auditor to compile, review and produce Financial Statements. Further the DSU must present an audited report that is presented to the membership. The appointment of the Auditor under the Quebec Companies Act belongs to the members and must be completed in an Annual General Meeting. For the current Financial year, the Executive Committee have decided to go with a new firm called *FL Fuller Landau LLP* which was selected based on their proven track record and experience with Student Associations as well as their competitive and cost-effective fees.

Action: °

Proposed Resolution: Be it resolved that FL Fuller Landau LLP be appointed as the Dawson Student Union external auditor for the financial year ending May 31st, 2021 with the mandate of completing a full audit at a fee ranging from \$10,000 to \$12,000 before applicable sales taxes.



DSU (Dawson Student Union)

Proposal for Services

April 14, 2021



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Introduction

Dear Noah,

Thank you for inviting us to submit a proposal to serve as auditors for DSU (Dawson Student Union).

The DSU is a fully accredited student association that represents and defends the interests of over 10'000 full-time & part-time students of Dawson College for more than 15 years. DSU connects, supports and inspires the Dawson Community on several issues. DSU is governed by a constitution, a set of by-laws and policies.

DSU's mission is to provide their members with a gateway to the distinctive Dawson College experience. The Dawson Student Union compliments and enhances the overall educational experience and quality of campus life for students and other members of the Dawson Community.

- By connecting a diverse population of students through innovative and engaging campus activities;
- By supporting student rights and empowering them to explore and develop their own independence and identity;
- By inspiring students to become proactive and open-minded members of our community while encouraging independent thinking, self-expression and to advocate the common good.



Services Quoted

Based on your request for proposal, you have asked us to provide you with a quote for the following services:

- Preparation of the annual audited financial statements for the period ending May 31, 2021;
- Preparation of May 31, 2021 tax returns



Your Service Team

At FL Fuller Landau, we believe in giving personalized service that makes our clients feel as though we are part of their team. We take immense pride in seeing our clients meet and exceed their desired goals.

In offering a full range of services, we are committed to arming our clients with the knowledge, understanding and support they need to confidently and successfully meet each specific challenge. Our core values of leadership, creativity, innovation, passion, confidence, team spirit, empathy and excellence are at the root of all our relationships, and they define what FL Fuller Landau LLP stands for: integrity, trust, caring, wisdom and teamwork.

Our team of professionals takes great pride in providing quality and timely service to our clients. We look forward to working with management in order to bring the maximum benefit to your organization.

The following partners and manager will head our action team:

- Yaffa Cohen, CPA, CA, Partner
- Jessica Hindley, CPA, Manager

Yaffa Cohen, CPA, CA, Partner



Yaffa Cohen began her professional career at FL Fuller Landau, as a Junior Auditor in 1992. Thanks to her hard work and dedication, Yaffa rose quickly through the ranks at FL Fuller Landau. Embodying the determination, ambition and enthusiasm that have highlighted her career, Yaffa believes in going above and beyond the call of duty for her clients.

“Because I am a business advisor as well as an accountant, my clients feel they can come to me for advice on many issues. I am committed to finding the best solutions for my clients, now and in the future.” Yaffa’s areas of concentration include manufacturing, imports, and the not-for-profit sector.

Jessica Hindley, CPA, Manager



Jessica began her career at FL Fuller Landau in 2014. In addition to her strong technical skills, Jessica is attentive to her clients and has a talent for relationship building and understanding needs.

Because of her attention to detail, problem-solving skills and ability to exceed client expectations, she rapidly rose to a leadership position within the firm.

Jessica has been involved in various charities throughout her career and continues to give back. She particularly enjoys mentoring young professionals in the industry to help them achieve their goals.



Fees

Our policy is to estimate fees at a competitive rate that will allow us to respond to your needs. Our fees are based on the time required to complete an engagement at hourly rates, which vary according to the team members' level of experience.

Based on discussion and a review of the information provided for our analysis, we estimate our professional fees, which would encompass the requested services enumerated above for the period ended May 31, 2021, to be \$10,000 to \$12,000, plus applicable sales taxes.

This quote is based on the assumption that we are provided with complete year-end files with requested supporting schedules and analyses attached (we will provide a planning letter in advance of the year-end in this regard). Should there be problems with the year-end accounting requiring additional time to be expended then there could be additional charges resulting. We would advise you in advance if any such situation arises so that we could resolve it in the most cost efficient and effective manner together.

Should there be any other non-routine services that become apparent, or that you may require during the course of our mandate, which are not covered by this quote, we would be pleased to provide you with an estimate of our fees on a project by project basis. We will always discuss any such mandates with you in advance so that there are no unexpected billings. Our goal is to provide cost effective services that deliver genuine value. Should our actual time end up being lower than our quoted fee, we will pass on this benefit to your company.



About Us

Personal Commitment

Our firm is focused on serving privately held owner-managed companies of multiple sizes and in different industries. As a result of our firm's extensive knowledge and understanding of various industries and our commitment to offer high quality personal service, we are able to offer outstanding service to our clients. We commit to take an active and personal interest in bringing maximum benefits to your organization. We will strive to gain in-depth knowledge of your operations and priorities, and we will work hard to meet and exceed your expectations.

Our Complete Business Services

In addition to the services already noted in this proposal, FL Fuller Landau offers other various business services to our clients. Should you require any of our additional services, we will provide you with a separate proposal with estimates for your review.

- Tax
- Assurance
- Accounting & Bookkeeping
- Corporate Finance
- Restructuring & Turnaround
- Virtual Financial Consulting – Outsourced

For more information on any of our business services, please visit flmontreal.com

Through our sister company, Pvisio by FL, we also offer HR, People & Culture services to help you manage your company's human resources, whether you are a small business starting out, a well-established mid-sized business, or a larger business looking for additional support.

For more details about Pvisio by FL, please visit pvisio.com

International Network

FL Fuller Landau is a member of LEA Global ("LEA"), a robust international network of top-tier mid-size accounting firms and business advisors with 620 offices in more than 110 countries, and our very own Managing Partner, Michael Newton, is at the helm as Chairman. The LEA network is an alliance of major independently owned accounting and consulting firms that share an entrepreneurial spirit and a drive to be the premier provider of professional services in their chosen markets.



Experience & Commitment Within the Community

Our partners and our firm have extensive experience in the not-for-profit sector both through our experience acting as auditors and consultants as well as through our partners' active involvement in various organizations at the board/volunteer level. Given our extensive involvement, we have a dedicated team with experience, understanding and knowledge in auditing not-for-profit organizations.

A list of organizations that we are involved with at the board or volunteer level can be found on our website at flmontreal.com/fl-in-the-community.

We are currently the auditors of the following not-for-profit organizations in addition to numerous private organizations and are happy to provide you with the contact information and references to any of these organizations:

Student Bodies

- Concordia Arts and Science Federation Association
- Students' Society of McGill University
- McGill Law Students Association
- Science Undergraduate Society of McGill
- Management Undergraduate Society of McGill
- Education Undergraduate Society of McGill

Education

- Quebec English School Boards Association
- Canadian School Boards Association
- Green Acres Outdoor Education Center
- TaL AM and iTaL AM.org
- Bronfman Jewish Education Center

Foundations

- Maimonides Hospital Foundation
- Maimonides Medical Research Foundation
- Jewish Community Foundation of Montreal
- Jewish Rehabilitation Hospital Foundation
- Jewish Hospital of Hope Eldercare Foundation
- F.C.E Foundation for Culture and Education
- La Fondation Goldstein
- Canadian Urological Association Scholarship Foundation
- Johanne and Norman Sternthal Foundation

Arts and Culture

- PLUS1.org
- Jewish Public Library
- Montreal Holocaust Museum



Professional and Trade Associations

- Canadian Urological Association

Advocacy

- Centre des Femmes West Island
- Quebec Community Groups Network

Camps and Sports Clubs

- Club de Golf Beaconsfield
- Mount Royal Tennis Club
- Camp B'nai Brith

Faith-Based Organisations

- Action Catholique
- Centre d'information Le Manoir de Beaujeu
- Congregation Beth Ora
- Shaare Zion Congregation



Confidentiality

Please be assured that all information furnished to us or to our directors, partners, officers, agents, representatives or employees (hereinafter collectively referred to as our “representatives”), or other documents, prepared by us or our representatives which contain or otherwise reflect such information, or any right relating to any aspect thereof, will be kept confidential. This information shall not, without your prior written consent, be disclosed by us, or by our representatives, in any manner whatsoever, in whole or in part, except as required for the purposes of our mandate and shall not be used by us or by our representatives other than in connection with our mandate.

Please note that we are pleased to discuss any issue contained in this letter, should you require further clarification.

On behalf of our entire team, thank you again for the opportunity to provide you with this proposal. A long-term relationship is what we strive to achieve with all our clients and we look forward to starting such a relationship with you.

If the services outlined are in accordance with your requirements and if the above terms are acceptable to you, please sign the copy of this letter in the space provided and return it to us.

Signature

DSU (Dawson Student Union)

FL Fuller Landau LLP/SENCRL

Name: Noah Lemaire

Name: Yaffa Cohen, CPA, CA

Title: Treasurer

Title: Partner

Date:

Date: April 14, 2021

Signature

Signature

A handwritten signature in blue ink, appearing to read 'Yaffa Cohen', is written over the signature line for FL Fuller Landau LLP.



AGENDA ITEM 4.2. – Ratification of the New Constitution

Submitted by: Chairperson and Treasurer

Subject and background: Over the last few months, a special committee on By-law revision was formed and tasked with revising the entire Constitution and By-laws of the DSU which needed updating. After discussion and revision of the current constituting documents of the Union, we decided the best way moving forward was to create one Constitution that would also act as the by-laws of the Union. The committee entirely rewrote the document from scratch inspiring themselves from other established unions and different governance philosophies. It was determined that it was going to be simpler to restart the document from nothing than to amend the existing by-laws which had very strong contradictions. Some important issues that were resolved with the new constitution are the high degree centralization around the Executive, uncontrollable spending powers, impossible quorums for Special General Assemblies, lack of an independent power to interpret the by-laws. Notable changes to the new document include:

- The transfer of powers of the Board of Directors from the executive to the Student Council.
- More realistic quorum for Annual General Assemblies.
- Simplification of the process to call Special General Assemblies and reduction of the quorum requirements.
- The creation of the position of Accountability Officer who is empowered to render binding decision on the interpretation of the Union`s governance.
- Limit on spending of 10 000\$ without prior approval from the Student Council.
- Simplification of the process to create and amend Standing Regulations.
- Simplification of the process to amend the Constitution.
- The creation of official Union positions
- Better procedures and simpler procedures for the appointment of the Chief Returning Officer
- Redefinition of Executive Officer positions and reduction of the number of positions from nine (9) to seven (7).
- The transfer of secretarial duties to a permanent employee known as the Administrative Director.
- Flexible fee that follows Consumer Price Index and changes to the base fee (subject to separate ratification)

Action: Ratification

Proposed Resolution: Be it resolved that the new Constitution unanimously adopted by the Executive Committee on April 26, 2021, as a replacement to the current Constitution and By-Laws of the Union, be ratified by the Assembly subject to a subsequent ratification vote in a referendum.

CONSTITUTION OF THE DAWSON STUDENT UNION

LAND ACKNOWLEDGEMENT

The Dawson Student Union conducts its activities on land which is the unceded traditional territory of the Kanien'kehá:ka (*gah-nyen--geh-hah-gah*). This land has also served as a gathering place for Abenaki, Anishinaabe and other nations. We recognize and respect the Kanien'kehá:ka as the traditional custodians of the lands and waters on which we meet today. Tiohtià:ke/Montréal is home to a diverse Indigenous population and the Dawson Student Union respects the continued connections with the past, present and future in our ongoing relationships with Indigenous peoples within the Montréal community and other communities across Canada.

PREAMBLE

The Dawson Student Union is incorporated as a legal person in accordance with the Quebec Companies Act part III (L.R.Q., c. c-38) since February 23, 2005, and accredited under the Act Respecting the Accreditation and Financing of Student's Associations (L.R.Q., c. 3.01), since April 26, 2005.

1. DEFINITIONS

For the purposes of this Constitution the following terms shall have the following meanings:

- 1.1. **“Administrative Director”** shall mean an Officer and permanent full-time employee of Union appointed by the Student Council by a majority vote under recommendation of the President who will present a candidate to the Student Council. This officer also serves as the Corporate Secretary of the Union.
- 1.2. **“Academic Representatives”** shall mean those who represent a specific academic sector.
- 1.3. **“Academic Sector”** shall mean one of the four sectors established by the College: Science, Medical Studies and Engineering; Social Science and Business Technologies; Creative and Applied Arts; and Continuing Education.
- 1.4. **“Act” or “Quebec Companies Act”** shall mean the Quebec Companies Act, part III (L.R.Q., c. c-38)

- 1.5. **“Board of Governors”** shall mean Dawson College’s Board of Directors.
- 1.6. **“Chair”** shall mean the person elected to Chair meetings of the Student Council who is also responsible for chairing General Assemblies of the Union.
- 1.7. **“College”** or **“Dawson College”** shall mean Dawson College, a Québec post-secondary educational institution, established under the General and Vocational College’s Act (L.R.Q., c. c-29) having its head office at 3040 Sherbrooke Street West, Westmount, Province of Québec, H3Z 1A4.
- 1.8. **“College Bodies”** shall mean all constituted or informal bodies of the College in accordance with an Act Respecting the Accreditation and Financing of Students’ Associations such as the Board of Governors
- 1.9. **“Councillor”** or **“Student Councillor”** shall mean those members of the Student Council that have been elected to represent a specific Academic Sector of the College.
- 1.10. **“Days”** shall mean a calendar day excluding Saturdays, Sundays and days when the College is closed, unless otherwise indicated.
- 1.11. **“Division of Study”** shall mean either Day-Time Students or Continuing Education Students.
- 1.12. **“Email Addresses”** shall mean both the College provided email address and the personal email address provided by the student at the time of registration to the College.
- 1.13. **“Employee”** shall mean a person who is employed by the Union on temporary or permanent basis either full-time or part-time basis to fulfill a given non-elected function.
- 1.14. **“Executive”** shall refer to the group of Executive Officers.
- 1.15. **“Executive Officers”** shall mean only those Officers who have been elected by the membership to fulfill the position of President or Vice-president of a certain sector of the Union.

- 1.16. “Fall Semester”** shall mean the period set by the Registrar of Dawson College and approved by the Board of Governors during which educational activities take place.
- 1.17. “Financial Year”** shall mean a period of one year starting on June first (1st) to May thirty-first (31st) of the following year.
- 1.18. “Full-Time Student”** shall mean a student who registers for at least four (4) courses or one hundred and eighty hours (180h) of instruction in a given semester.
- 1.19. “Letters Patent”** shall mean the Lettres Patentes issued by the Government of Quebec which registers the Dawson Student Union as a non-profit legal person and assigns its Québec Enterprise Number/Numéro d’Entreprise du Québec (NEI).
- 1.20. “Members of the Student Council”** shall mean all Councillors and voting Executive Officers.
- 1.21. “Non-Executive Employees”** shall mean employees who do not serve as Officers of the Union and who do not require the approval of the Student Council for hiring.
- 1.22. “Officers”** shall mean all officers of the Union which includes but is not limited to the Returning Officers, Executive Officers, Administrative Director and Accountability Officer and Chair.
- 1.23. “Part-Time Student”** shall mean a student who registers for less than four (4) courses or one hundred and eighty hours (180h) of instruction in a given semester.
- 1.24. “Phone Numbers”** shall mean all phone numbers provided by the student at registration to the College.
- 1.25. “Program of Study”** shall mean any program offered by the College within a given Academic Sector.
- 1.26. “Returning Officers”** shall mean the Chief Returning Officer and the Deputy Chief Electoral Officer.

- 1.27. **“Senate”** shall mean the College’s Academic Council.
- 1.28. **“Student Representatives Caucus”** or **“Caucus”** shall mean the group of all student representatives chaired by the Vice-president of Academics and Advocacy.
- 1.29. **“Student Council”** shall mean the Board of Directors of the Union.
- 1.30. **“Student Groups”** shall mean any student-run organization accredited in accordance with the Union’s Standing regulations.
- 1.31. **“Student Representatives”** shall mean members who are official representatives of the Union on the College Bodies.
- 1.32. **“Union”** shall mean the Dawson Student Union also commonly known as the “DSU”.
- 1.33. **“Winter Semester”** shall mean the period set by the Registrar of Dawson College and approved by the Board of Governors during which educational activities take place.

2. NAME (Supplementary Letters Patent and French Language Charter, articles 63-64-68)

- 2.1. *L’Association Étudiante de Dawson* and its English version, the *Dawson Student Union*, shall be the official names of the Union.

3. HEAD OFFICE

3.1. Head Office (Quebec Companies Act, article 219)

The head office of the Dawson Student Union is established in the city of Montréal, Province of Québec. The Dawson Student Union may, in addition to the foregoing, establish other offices elsewhere as the Student Council may, from time to time, determine.

4. OBJECTIVES

4.1. Objectives (Quebec Companies Act, article 30 and Supplementary Letters Patents)

The Union shall have the following objectives:

- a. to organise students on a democratic, co-operative basis for advancing students' interests, and advancing the interests of the students' community;
- b. to provide a common framework within which students can communicate, exchange information, and share experience, skills, and ideas;
- c. to bring students together to discuss and cooperatively achieve necessary educational, administrative, and legislative change wherever decision-making affects students;
- d. to facilitate organizing services for students;
- e. to achieve the goal of a system of post-secondary education which is accessible to all, which is of high quality, which recognises the legitimacy of student representation and the validity of Student's rights; and whose role in society is clearly recognised and appreciated;
- f. to organize activities promoting the social, recreational, and cultural interest of the students at Dawson College;
- g. to represent the interests of Dawson College students to all levels of the administration of Dawson College and to appoint all students required to represent the membership of their Union to all constituted or informal bodies of the College in accordance with an Act Respecting the Accreditation and Financing of Students' Associations.

5. MEMBERSHIP

5.1. Membership

Every person enrolled in at least one class during the current semester at the College shall be deemed a Member, including both students deemed by the College to be part-time students (hereafter referred to as "Part-Time Students"), and full-time students (hereafter referred to as "Full-Time Students") enrolled at the College shall be deemed a Member.

5.2. Membership Fee (Accreditation Act, article 52)

All Members shall pay a membership fee, as set in Annex A of this Constitution.

5.3. Membership Under Extenuating Circumstances

A Member who, for reasons beyond their control or caused by unilateral actions of Dawson College, cannot fulfill the membership requirements, shall continue to be deemed a member if authorized by the Student Council by majority vote.

5.4. Honorary Membership

The Student Council, by a two-thirds ($\frac{2}{3}$) majority vote at a meeting duly convened for that purpose, may, to recognize a special contribution to the Student Union, grant honorary membership to an individual who is not a member, with no right to vote in elections, by-elections, general assemblies nor to run and hold an elected office in the Student Union or serve as the Chief Returning Officer.

6. GENERAL ASSEMBLIES (Quebec Companies Act, article 98)

6.1. Annual General Assembly

The Annual General Assembly shall receive and take notice of the annual report of the Student Council, annual report of the Executive Officers and the financial statements of the Union, including the balance sheet, statements of revenue and expenditures and auditor's report, the nomination of the auditor, and take notice of, and decide on, any other matter which the General Assembly may legally consider. The General Assembly can also consider positions presented by the membership and Student Groups.

6.2. Calling the Annual General Assembly

The Student Council shall call an Annual General Assembly to be held once in a given Financial Year in the Winter Semester.

General Assemblies shall be called by way of a notice sent by electronic mail. The notice of the meeting shall specify the place, the date, the time.

6.3. Place of Meeting

General Assemblies shall be held at the main campus of the College or by virtual means in the case of extenuating circumstances where in-person presence is not possible.

6.4. Calling Meeting of a Special General Assembly

Furthermore, the Student Council shall call a Special General Assembly if requested to do so by the President, by a two-thirds ($\frac{2}{3}$) majority vote of the Student Council or by a petition in writing by no fewer than fifty (150) Members of the Union from at least four (4) different academic sectors with no more than fifty percent (50%) being from any one academic sector. In case of a Special General Assembly to remove a Councillor from office, the petition in writing shall be supported in writing by no fewer than 3% of the membership who have the right to vote for that Councillor.

For a Special General Assembly, the notice shall additionally specify the nature of the business to be transacted, in which case no business that is not germane to the nature specified in the notice shall be transacted. The notice must be sent no less than forty-eight (48) hours prior to the date set for the meeting.

In the event that no motions are validly submitted, the General Assembly in question shall be cancelled.

6.5. Notice and Agenda

The notice and the agenda along with all relevant documentation shall be made available to the membership no less than seventy-two (72) hours before a General Assembly. The agenda is set by the Student Council and cannot be amended at the General Assembly without unanimous consent. It must follow following orders of business for Annual General Assemblies:

1. Adoption of the Minutes of the previous meeting.
2. Presentations and Announcements
3. Reports
 - a. Report of the Student Council
 - b. Reports of the Executive Officers
 - c. Auditor's Report (Financial Statements)
4. Special Orders
 - a. Appointment of the Auditor
5. New Business
 - a. Union Positions (if applicable)
6. Question Period

The Agenda must specify what will be the topic of discussion under the specific orders of business. In the case of Union positions, such positions must be submitted to the Chair at least seventy-two (72) hours before the

deadline to send the agenda. Such positions must respect Union policies and correspond to Standing regulations of the Union.

In the event of a Special General Assemblies, the agenda only contains the item(s) for which the assembly was called for.

No notice is required for any adjourned meeting. At the continuance of the meeting, the Members may resume dealing with the business for which the original meeting was called.

6.6. Quorum of the Annual General Assembly

Quorum for a regular General Assembly shall be thirty (30) Members of the Union. The Chair and Secretary shall not be counted towards the quorum at the General Assembly, unless they are members.

If quorum is not reached at a General Assembly, those Members present shall have the power to adjourn the meeting and fix the time of the adjourned meeting.

6.7. Quorum of a Special General Assembly

Quorum for a special General Assembly shall be three-hundred (300) Members of the Union. In the case of a Special General Assembly for the removal of an Councillor of the Student Council, the quorum shall be three percent (3%) of the student population of the academic sector constituency they represent. The Chair and Secretary shall not be counted towards the quorum at the General Assembly, unless they are members.

If quorum is not reached at a General Assembly, those Members present shall have the power to adjourn the meeting and fix the time of the adjourned meeting. No notice is required for any adjourned meeting. At the continuance of the meeting, the Members may resume dealing with the business for which the original meeting was called.

6.8. Rules of Procedure

General Assemblies shall be conducted according to the most recent edition of Robert's Rules of Order, in its most current edition, subject to any special rules of procedure adopted by the Student Council.

6.9. Strike General Assembly

A Special General Assembly must be called to consider business related to a Union strike. Quorum for a resolution to put the Union on strike shall be the same as the quorum of a Special General Assembly.

6.10. Voting

All Members shall be eligible to vote at a General Assembly. Unless otherwise provided for in the law, this Constitution, or the Standing regulations, all questions submitted to the Members shall be decided by a simple majority vote. Voting by proxy shall not be permitted.

The Chair and Secretary shall not have the right to vote at meetings of the General Assembly, unless they are members.

6.11. Chair

The Chair of the Student Council shall also be Chair for all General Assemblies. In the event that such a chair cannot be present, the Student Council may appoint a temporary replacement.

6.12. Secretary

The Secretary of the Student Council shall also record the minutes of the General Assemblies. In the event that such a chair cannot be present, the Student Council may appoint a temporary replacement.

7. STUDENT COUNCIL (Quebec Companies Act section 83 and supplementary letters patents)

7.1. Powers and Responsibilities (Quebec Companies Act sections 83 and 91)

The Student Council shall be the Board of Directors of the Union required under the Quebec Companies Act. It supervises the management and administer the business and affairs of the Union and shall exercise all of the powers of the Union, except for those which the Quebec Companies Act expressly reserves to the Members, the whole subject to the provisions of the Quebec Companies Act, the Constitution and the Standing regulations.

It shall do the following:

- a. Set Standing Regulations for the Union
- b. Adopt the annual budget

- c. Adopt financial statements
- d. Responsible for the general oversight of the Executive
- e. Create committees as deemed necessary by the Student Council

7.2. Composition (Quebec Companies Act, article 87)

The Student Council shall be composed of a total of fourteen (14) voting members and seven (7) non-voting members. The Student Council shall be composed of:

- a. Each Academic Sector at Dawson College which shall be represented by at least 1 (one) voting Councillor;
- b. The total of Councillors will not surpass twelve (12).
- c. The specific composition of the student council specified above shall be determined by the Student Council before calling any Election of the Student Council. The composition decided upon shall appropriately reflect the composition of the membership in the different academic sectors of the College.
- d. The President and Vice-President of Finance shall be ex-officio voting members of the Student Council;
- e. All officers of the Union, notwithstanding section (d), shall be non-voting ex-officio members of the Student Council;
- f. The Administrative Director shall be an ex-officio non-voting member of the Student Council with respect to their duties as Secretary of the Union;
- g. The Chair shall be a non-voting ex-officio member of the Student Council in the exercise of their mandate as Chair of the Student Council.

7.3. Qualifications

The following persons shall not be eligible for the office of Student Councillor for the:

- a. such persons who have not yet reached the age of majority, upon taking office;
- b. such persons who are not qualified to be a Councillor due to the institution of a regime of protective supervision in their respect or by one of the common causes of extinction of obligations provided for by law, such as if such person is recognized by a court as having lost the ability to reason, if such person becomes bankrupt,

suspends their payments or if such person makes arrangements with their creditors;

- c. such persons who are not members or a student of the Academic Sector for which they seek to represent;
- d. Such persons who hold a Returning Officer position and/or intends on assisting the Returning Officers in their duties during the election cycle;
- e. Such persons who would hold more than one position during their given mandate in one or more of the following: Student groups, Executive and/or Student Council; and
- f. Such persons who are employed by the Union.

7.4. Term of Office

The term of each Councillor of the Union commences on the first (1st) of June following their election and will end on the following thirty-first (31st) of May.

7.5. Election

The Councillors shall be elected by and from the Members of the Union who are part of the academic sector for which they seek office.

7.6. Resignation

Any Councillor may resign from office at any time by forwarding a letter of resignation to the Chair by electronic mail, courier or by registered mail. The resignation shall become effective on the date when the letter of resignation is sent to the Union or on such other date as may be specified in the letter.

7.7. Removal from Office (Supplementary Letters Patents)

Any Councillor who missed three (3) meetings without justifiable cause shall be deemed to have resigned from the Student Council. A Councillor who has a justifiable cause may ask the Council to excuse them for their absence.

Any Councillor may be removed from office by the members who have the right to elect that Councillor, at a Special General Assembly called in accordance with this Constitution.

The Councillor against whom a request for removal from office is directed shall be notified of the place, the date, and the time of the meeting of the

Student Council called to remove them within the same time frame as that provided by the Constitution for the calling of such a meeting of the Student Council . Such Councillor shall have the right to attend and to address the meeting or, in a written statement read by the Chair, to put forth the reasons why such Councillor opposes the proposed removal from office. Such Councillor shall not have the right to vote on their own removal.

7.8. End of Term of Office

The term of office of a Councillor shall end in the event of death, resignation, removal from office or where the Councillor ceases to be qualified to be a Councillor in accordance with the Constitution.

7.9. Replacement and Vacancy

A Councillor whose term of office ends in accordance with the previous section shall be replaced, from among the Members, by a resolution of the Student Council for a term extending to the expiry of the original term of the Councillor so replaced. Where the members of the Student Council number fewer than seven (7) voting individuals following vacancies, the Student Council shall no longer be able to meet or act and the vacancies shall be filled by the means of by-elections.

7.10. Chair

The Chair of the Student Council is elected by members of the Student Council. They are to chair and administer meetings of the Student Council and to act on behalf of the Student Council when instructed to do so by the Student Council. The Chair may not be a member, an employee or have any other ties to the Union other than those concerning their role as Chair. The chair is also called to chair General Assemblies and any other committees they are assigned to. The term of the office of the Chair shall run from the Second meeting of the newly inducted Councillors and Executive Officers to the first meeting of the following mandate.

However, should the chair be vacant, the Student Council shall, within twenty (20) days, elect a new Chair to carry out the duties stated above for the remainder of the term. In the event of an absence of the Chair, an acting-chair may be elected from among the voting members of the Student Council. The Chair may be removed by a two-thirds majority vote of the Student Council at a duly convened meeting of the Student Council. Officers may not assume the Chair except on an acting basis,

and then only when the regular Chair is absent or incapacitated, or when there is no regular Chair. The Chair may not vote.

7.11. Secretary

The Administrative Director shall be the Secretary of the Student Council , of the General Assemblies and any sub-committee of the Student Council. The Secretary shall be tasked with preparing the agenda, minutes and any other documents necessary for conducting business in Board meetings and General Assemblies. Further the Secretary shall be tasked with keeping all Union records and signing on minutes once they are approved along with the Chair of the Student Council.

In the event of an absence or vacancy of the Secretary position, the Student Council shall elect an acting-Secretary from among the Councillors until the Administrative Director position is filled. The Interim-Secretary may be removed by a simple majority vote of the Student Council at a duly convened meeting of the Student Council .

7.12. Remuneration and Expenses

Councillors shall receive no remuneration with respect to their duties. The Student Council may, by way of resolution, authorise the reimbursement of expenses incurred by Councillors in the exercise of their duties.

The Chair's remuneration shall be fixed by the Student Council. The Student Council may, by way of resolution, authorize the reimbursement of expenses incurred by Chair and Secretary in the exercise of their duties.

7.13. Committees

The Student Council may, by way of resolution or Standing regulations, create standing committees and ad hoc committees, as necessary, which shall have powers and responsibilities as determined by the Student Council except for those which the Quebec Companies Act expressly reserves to the Student Council as Board of Directors of the Union.

Those persons appointed or elected to these committees need not be Councillors or Officers of the Union. Those persons who are members of such additional committees shall not be remunerated for their services, however, the Student Council may, by way of resolution, authorize the

reimbursement of expenses incurred by committees in the exercise of their functions.

8. MEETINGS OF THE STUDENT COUNCIL

8.1. Calling of the Regular Meetings

There shall be no fewer than eight (8) regular meetings of the Student Council per Financial Year. The meeting schedule shall be set by the Student Council at the first meeting of each new financial year.

Members who are not Councillors of the Student Council shall receive notice of and be permitted to attend meetings of the Student Council, with the exception of In-Camera sessions. However, they shall not have the right to vote and shall not be counted towards the quorum at meetings of the Student Council.

8.2. Calling of Special Meetings

The Chair, upon request of the President or any four (4) Councillors may call a special meeting of the Student Council. Such meetings shall be called by way of a notice sent by electronic mail.

8.3. Participation By Way of Electronic Means

Regular meetings of the Student Council are held in person. In extraordinary circumstances, regular meetings can be held virtually. Special Council meetings may be held in person or virtually.

A Councillor may submit a request to the Chair to participate in a meeting of the Student Council by electronic means, if deemed justifiable by the Chair. such as teleconference or videoconference, which enables such Councillor to hear and communicate adequately with the other Councillors. In such a case, the Councillor shall be deemed to have attended the meeting.

8.4. Quorum

The quorum for the meetings of the Student Council shall be a simple majority of the voting Members of the Student Council currently holding office with a minimum of seven (7).

8.5. Notice and Agenda for Regular Meetings

The notice for regular and special meetings of the student council shall be sent by the Secretary to the members of the Student Council no less than seventy-two (72) hours prior to the meeting. In case of an emergency, the notice can be reduced to twenty-four (24) hours for special meetings. Furthermore, the notice will be made available to the general membership with exception to confidential matters. The notice must contain an agenda and all relevant documentation and resolutions. The agenda is prepared by the Secretary under recommendation of both the Chair and the President. Items from Councillors may be included in the agenda if they are received at least twenty-four (24) hours before the deadline of the notice. The agenda must take the following form for the points of business applicable:

1. Adoption of the Agenda
2. Adoption of the Minutes
3. Correspondances and Announcements
4. Guest Presentations
5. Reports
 - a. Executive Officers
 - b. The Chair
 - c. Standing Committees
 - d. Ad-Hoc Committees
6. Special Orders
7. Unfinished Business
8. New Business
9. Question Period (All members of the Union)
10. In-Camera session
11. Date of the next meeting

8.6. Procedure

Meetings of the Student Council shall be conducted according to the most recent edition of Robert's Rules of Order except for the rules that contravene this Constitution or Standing regulations established by the Student Council.

8.7. In-Camera Sessions

In order to enter an In-Camera session, a motion must be adopted by a simple majority vote. Such sessions must be minuted and such minutes must be adopted in an In-Camera session at the subsequent meeting.

8.8. Vote

Each Councillor has the right to one (1) vote. All questions submitted to the Student Council shall be decided by a simple majority vote, unless otherwise required by the Constitution, the Standing regulations or by law.

No votes by proxy are permitted.

8.9. Resolution in Writing (Quebec Companies Act, article 89.3)

A resolution in writing, signed outside a meeting by all voting-members of the Student Council, is as valid as if it had been passed at a meeting of the Student Council.

8.10. Adjournment

The Chair may, with the consent of the Councillors in attendance at a meeting of the Student Council, adjourn any meeting of the Councillors to another date and place that the Chair chooses, without having to give further notice to the Councillors. At the continuance of the meeting, the Councillors may validly decide on any matter which was not settled at the original meeting, provided a quorum is present. The Councillors who constituted the quorum at the original meeting need not be those constituting the quorum at the continuance of the meeting. If a quorum does not exist at the continuance of the meeting, the meeting shall be deemed to have terminated with the previous meeting, or when the adjournment was pronounced at the previous meeting.

9. EXECUTIVE

9.1. Executive Officers of the Union

The Executive Officers of the Union shall be the following:

- a. the President;
- b. the Vice-President of Internal Affairs and Operations;
- c. the Vice-President of Finance;
- d. the Vice-President of Student Life;
- e. the Vice-President of External Affairs;
- f. the Vice-President of Services and Sustainability;
- g. and the Vice-President of Academics and Advocacy.

9.2. Eligibility

All persons who have been Members during the current Financial Year.

The following persons shall not be eligible for the office of Executive Officer:

- a. such persons that have not yet reached the age of majority, upon taking office;
- b. such persons who are not qualified to be an Executive Officer due to the institution of a regime of protective supervision in their respect or by one of the common causes of extinction of obligations provided for by law, such as if such Officer is recognised by a court as having lost the ability to reason, if such Officer becomes bankrupt, suspends their payments or if such Officer makes arrangements with its creditors;
- c. Such persons who hold a Returning Officer position and/or intends on assisting the Returning Officers in their duties during the election cycle;
- d. Such persons who would hold more than one position during their given mandate in one or more of the following: Student groups, Executive, and/or Student Council; and
- e. Such persons who are employed by the Union.

9.3. Term of Office

The term of each Executive Officer of the Union commences on the first (1st) of June following their election and will end on the following thirty-first (31st) of May.

9.4. Resignation

Any Executives Officer may resign from office at any time by forwarding a letter of resignation to the President or in case of resignation of the President to the Chair of the Student Council of the Union. This can be in the way electronic mail, courier or by registered mail. The resignation shall become effective on the date when the letter of resignation is sent to the Union or on such other date as may be specified in the letter.

9.5. Removal from Office

Any Officer may be removed from office by way of a resolution adopted at a General Assembly called for this purpose, by a two-thirds ($\frac{2}{3}$) vote of the Members present. The Student Council may, upon resolution adopted by two-thirds ($\frac{2}{3}$) of the Student Council, call a special general assembly to

consider the removal of the Executive Officer. The Student Council may also, by a two-thirds ($\frac{2}{3}$) majority vote, suspend an Executive Officer until the time of the Special General Assembly, but not more than fifteen (15) days. Should the Special General Assembly not reach quorum, the Student Council can renew the suspension once for another period of fifteen (15) days.

The Executive Officer against whom a request for removal from office is directed shall be notified of the place, the date, and the time of the General Assembly called to remove them within the same time frame as that provided by the Constitution for the calling of such General Assembly. Such Officer shall have the right to attend and to address the meeting or, in a written statement and read by the Chair, to put forth the reasons why such Officer opposes the proposed removal from office.

9.6. End of Term of Office

The term of office of an Executive Officer shall end in the event of death, resignation, removal from office or where the Officer ceases to be qualified to be an Officer in accordance with the Constitution.

9.7. Replacement and Vacancy

An Officer whose term of office ends in accordance with the previous section may, at the discretion of the Officers, be replaced pursuant to an Election for a term extending to the expiry of the original term of the Officer so replaced.

In the event that the Officers decide to forego said Election, the Office of an Executive Officer whose term of office ends in accordance with the previous section may remain vacant if the total number of Executive officers does not fall below five (5). Otherwise, a by-election must be called in accordance with this Constitution.

9.8. Remuneration and Expenses

The remuneration of Executive Officers shall be fixed by the Student Council. The Student Council may, by way of resolution, authorize the reimbursement of expenses incurred by Officers in the exercise of their duties.

9.9. Powers and Duties

Except as otherwise provided in the Constitution, the Student Council shall determine the powers of the Executive Officers of the Union. The members of the Student Council may delegate all of their powers to the Executive Officers, except for the powers which the members of the Student Council are required to exercise themselves or those requiring the approval of the Members of the Union. The Executive Officers shall also have the powers set out in the Quebec Companies Act which are inherent in the nature of their office. In case of absence, incapacity, a refusal or failure to act or for any other reason the Student Council considers sufficient, the Student Council may, exceptionally and for a determinate time period may delegate the powers of an Executive Officer to any other Executive Officer.

9.10. President

The President shall exercise the following powers and perform the following duties:

- a. to be the chief executive officer;
- b. to serve as ex-officio voting member of the Student Council;
- c. to be the chief spokesperson of the Union;
- d. to ensure the long-term integrity of the Union;
- e. to enforce the Constitution and Standing regulations of the Union and ensure the maintenance of the governance documents;
- f. Coordinate the activities of the Executive Officers;
- g. to manage the Union's human resources and hiring of non-executive employees;
- h. to call meetings of and set the agenda for the Student Council in conjunction with the chair and secretary;
- i. to call meetings of and set the agenda of Executive Officers meetings;
- j. Chair meetings of the Executive Officers
- k. to manage relations between the Union and the administration of Dawson College;
- l. to represent the members on the College's Senate and Board of Governors;
- m. Any other duties that can be assigned from time to time by the Student Council.

9.11. Vice-President of Internal Affairs and Operations

The Vice-President of Internal Affairs shall exercise the following powers and perform the following duties:

- a. to assume the role of acting-President in case the President is unable to carry on their duties;
- b. to coordinate the Union's relations with faculty, school, and other student associations, and to facilitate communication among these groups;
- c. to help in coordination of events, programming, and services;
- d. to manage the programming of activities and events of the Union;
- e. to oversee the production of the Union's publications;
- f. and to manage the Union's communications and student engagement strategy.
- g. to manage the use of the Union's space;
- h. to coordinate the improvement efforts in regards to the Union's space;
- i. to oversee the management of the Union's business operations;
- j. to represent the Members on College's bodies in charge of space and operational planning;
- k. to develop, approve and manage departmental budget for Internal Affairs and Operations;
- l. to engage in consultation with the Union's Members;

9.12. Vice-President of Finance

The Vice-President of Finance shall exercise the following powers and perform the following duties:

- a. To serve as Chief Financial Officer of the Union;
- b. to ensure the long-term financial stability of the Union;
- c. to have charge and custody of, and be responsible for, all funds, securities, financial books, and vouchers of the Union and deposit all such funds and securities in the name of the Union in such bank, trust company or other depositories as may be designated by the Student Council;
- d. to provide the Executive Officers and the Student Council with regular reports on the financial status of the Union;
- e. to develop the annual budget of the Union in a manner consistent with the governing documents of the Union and the priorities set out by the Executive Officers and the Student Council;

- f. To help other Executive Officers in the development of their departmental budgetary planning ;
- g. to conduct the relevant bookkeeping in coordination with the accountants and assist the auditor with the audit procedures
- h. to ensure that no individual or group disburses the Union's funds without authorization;
- i. to manage any Union group insurance plan duly approved by the Members, in a manner consistent with the governing documents of the Union;
- j. to authorize all agreements that financially bind the Union and to act as the representative of the Union to associated organizations;
- k. arrange for the transfer of signing authorities on the Union bank account(s) before May 31th

9.13. Vice-President of Student Life

The Vice-President of Student Life shall exercise the following powers and perform the following duties:

- a. to manage relations between the Union and its clubs and student-run services;
- b. to maintain relations between the Union and independent student groups;
- c. to coordinate events, programming, and resources to support the Union's student groups;
- d. to manage the Union's mental health and support initiatives; and to liaise and collaborate with the College's Student Services;
- e. to develop, approve and manage departmental budgets designated for Student Life events and activities.
- f. to approve along with the Vice-President of Finance all Student Groups operational budgets.
- g. to authorize along with the Vice-President of Finance all Student Groups disbursements of funds.

9.14. Vice-President of External Affairs

The Vice-President of External Affairs shall exercise the following powers and perform the following duties:

- a. to represent the Union and communicate positions and Policy taken by the Union to external bodies and agencies;

- b. to lobby federal, provincial, and municipal governments to further the objectives, goals and Policy of the Union;
- c. to mobilize students on positions and policy of the Union and assist in the coordination of student-run political campaigns;
- d. to develop policy regarding initiatives in the Montréal community;
- e. to communicate to the Student Council relevant external issues which may significantly affect the Union;
- f. to coordinate the Union's Indigenous solidarity efforts; to operationalize the Union's commitment to the francophone community;
- g. to attend meetings of relevant local, provincial, national or international student groups;
- h. to develop, approve and manage departmental budget for External Affairs;
- i. to coordinate all external delegations and to make recommendations on the appointment of external representatives.
- j. to assist the Vice-President of Finance

9.15. Vice-President of Services and Sustainability

The Vice-President of Services and Sustainability shall exercise the following powers and perform the following duties:

- a. to operationalize and maintain the Union's commitment to environmental sustainability and physical accessibility;
- b. to liaise with the College's sustainability departments and sit on any committees relating to Dawson's environmental initiatives.
- c. to coordinate the organization of events related to sustainability;
- d. Operationalize and manage all services not accredited as student groups;
- e. to develop, approve and manage the operational budget for designated for all Services directly managed by the Union and Sustainability department of the Union;

9.16. Vice-President of Academics and Advocacy

The Vice-President of Academics and Advocacy shall exercise the following powers and perform the following duties:

- a. to represent the members of the Union on the College Senate;
- b. to coordinate the activities of all student representatives;

- c. Chair the meetings of the Student Representative's Caucus;
- d. to maintain relations between the Union and all levels of the College, with the exception of the Board of Governors;
- e. to attend and make recommendations to the Student Councillors on the appointment of vacant student representative positions to the Board of Governor and Senate, their committees and to any other College committees;
- f. to oversee the Union's research endeavours;
- g. to develop, approve and manage the budget for the Advocacy department of the Union;
- h. to operationalize the Union's commitment to equity through Policy, programming and services;

10. ELECTIONS

10.1. General Elections

The Union must hold General Elections, in which Members may directly vote for their Officers, Academic Sector Representatives on the Student Council. Such Elections must take place in the Winter semester so that the end of the polling period is during the month of April.

10.2. Procedure

The timeline for General Elections and By-Elections is set by the Chief Returning Officer. A notice is to be sent to the membership no later than five (5) days before the open of the nomination period. The timeline must include:

- a. A minimum of two (2) voting days that each have a period of no less than eight (8) hours of voting; and
- b. A minimum of one (1) week for the nomination period; and
- c. A minimum of one (1) week campaigning period between the close of nominations and the start of the polling period; and

10.3. Chief Returning Officer

The Chief Returning Officer shall exercise the following powers and perform the following duties:

- a. To provide to the Student Council and President an Elections and/or Referenda Report no later than fifteen (15) days following the announcement of results;

- b. To set timelines of voting events in accordance with Standing Regulations on Elections and Referenda and Electoral Budget.
- c. To oversee and manage the voting process' of Elections and Referenda;
- d. Manage the elections budget;
- e. Coordinate all activities relating elections;
- f. Appoint and manage elections staff to assist in the organization, promotion and management of voting events.
- g. Has full authority over the elections and Referenda;
- h. Oversee the nomination process for elections;
- i. Call By-Elections of the Student Council if there are more than seven (7) voting positions are vacant.

10.4. Deputy Returning Officer

The Deputy Returning Officer will be the deputy to the Chief Returning Officer. The Deputy Returning Officer will assume any task and exercise any powers delegated to them in the course of their mandate. In the event where the Chief Returning Officer can no longer discharge their duties, the Deputy Returning Officer will assume the role of acting-Chief Returning Officer.

10.5. Appointment and Mandate

The Chief Returning Officer is appointed by the Student Council by a majority vote for a determinate mandate that may not extend beyond the end of the financial year in which the appointment is made. The mandate of a Chief Returning Officer must be renewed or a new Chief Returning Officer must be appointed prior to September first (1st) of each year. The Chief Returning Officer may have their mandate revoked at any time by a two-third ($\frac{2}{3}$) majority vote of the Student Council.

The Chief Returning must appoint a new Deputy Returning Officer or renew the mandate of a previous Deputy-Returning Officer within three (3) weeks of the start of the Chief Returning Officer's mandate for a determinate mandate that does not extend beyond the Chief Returning Officer's mandate that appoints the Deputy Returning Officer. The Deputy Returning Officer may have their mandate revoked at any time by the Chief Returning Officer.

While returning officers may interact with Executive Officers, the Administrative Director and Employees of the Union for logistical reasons, the offices of Returning Officers are designed to be independent and only answer directly to the Student Council. Any interference with the Electoral process from Executive Officers, Employees

10.6. Qualifications

All persons who are Members during the current Financial Year.

The following persons shall not be eligible for the office of Returning Officers:

- f. such persons who are not qualified to be an Executive Officer due to the institution of a regime of protective supervision in their respect or by one of the common causes of extinction of obligations provided for by law, such as if such Executive Officer is recognised by a court as having lost the ability to reason, if such Executive Officer becomes bankrupt, suspends their payments or if such Executive Officer makes arrangements with its creditors.
- g. Such persons who are not members of the Union;
- h. Such persons who hold an elected position as an Executive Officer, a Councillor, or any position in a student group accredited under the Union's Standing Regulation.
- i. Such persons who are already employed by the Union.

10.7. End of Mandate

The term of a Returning Officer shall end in the event of death, resignation, removal from office or where the Returning Officer ceases to be qualified to be a Returning Officer in accordance with the Constitution.

10.8. Resignation

The Chief Returning Officer may resign from office at any time by forwarding a letter of resignation to the Chair of the Student Council and President by electronic mail, courier or by registered mail. The resignation shall become effective on the date when the letter of resignation is sent to the Union or on such other date as may be specified in the letter.

The Deputy Returning Officer may resign from office at any time by forwarding a letter of resignation to the Chief Returning Officer by electronic mail, courier or by registered mail. The resignation shall become

effective on the date when the letter of resignation is sent to the Union or on such other date as may be specified in the letter.

10.9. Exceptional Circumstances

In the event that The Chief Returning officer and Deputy-Returning Officer are left vacant and that the Student Council is unable to reach quorum, the President will exceptionally have the right to appoint an acting-Chief Returning Officer that will assume office until the Student Council can convene again and appoint a permanent Chief Returning Officers.

10.10. Vacancy

In the event that the position of Chief Returning Officer is vacant in the midst of a mandate, the Deputy Returning Officer will assume the role as acting-Chief Returning Officer. The Student Council must appoint a new Chief Returning Officer within fifteen (15) days.

10.11. Remuneration

The Chief Returning Officer's remuneration shall be fixed by the Student Council. The Student Council may, by way of resolution, authorize the reimbursement of expenses incurred by the Chief Returning Officer in the exercise of their duties.

The Deputy Returning Officer's remuneration shall be fixed by the Chief Returning Officer and be drawn from the Elections budget. The Chief Returning Officer may authorize the reimbursement of expenses incurred by the Deputy Returning Officer in the exercise of their duties.

10.12. By-Elections

By-Elections can be called by the Student Council under recommendation of the President to fill vacancies of Officers. In the event where more than fifty percent (50%) of positions of Executive Officers are left vacant, the Student Council must call a by-elections within five (5) days of the last vacancy. In the event where the Student Council has less than fifty percent (50%) of its voting members, the Chief Returning Officer will have the authority to call By-Elections and must do so within five (5) days of the last vacancy.

10.13. Voting

All Members shall be eligible to vote in an election for their Officers and for the Academic Sector representatives of their sector of study. Unless

otherwise provided for in the Act, this Constitution, or the Standing Regulations, all elected offices shall be decided by a ranked preferential ballot.

10.14. Quorum

The quorum for all Elections shall be three percent (3%) of the eligible voters.

10.15. Disputes, Recounts and Appeals

Any elector who wishes to dispute the results of an election and/or request a recount must notify the Chief Returning Officer within 3 days of the announcement of the results. The Chief Returning Officer will render a motivated written decision on the dispute or on whether a recount is warranted within two (2) days of the request.

Any decision of the Chief Returning Officer can be appealed to the Accountability Officer no later than two (2) days after it has been rendered. The Accountability Officer shall form an appeals committee composed of three (3) members in accordance with the Union's Standing Regulations. This committee shall be chaired by the Accountability Officer who shall not vote. The Accountability Officer shall ensure that the committee follows the rules of natural justice. The Accountability Officer shall issue a decision on behalf of the committee within five (5) days of the receipt of the appeal.

11. REFERENDA

11.1. General

The Union may hold Referenda, on which Members may directly vote on resolutions, in accordance with its Standing Regulations. The voting process will be overseen and managed by the Chief Returning Officer.

11.2. Initiation

Referenda may be initiated by the Student Council by a two-thirds ($\frac{2}{3}$) majority vote or Members by a resolution in writing signed by no fewer than one hundred and fifty (150). Members of the Union from at least four (4) different Academic Sectors with no more than fifty percent (50%) being from any one Academic Sector.

11.3. Timeline

The timeline is set by the Chief Returning officer no later than (5) days after its initiation. Notice of the question and voting timeline must be sent to the membership no less than three (3) weeks before the start of voting. Voting must occur over a minimum of two (2) voting days that each have a period of no less than eight (8) hours of voting

11.4. Voting

All Members shall be eligible to vote in a Referendum. Unless otherwise provided for by law, this Constitution, or the Standing Regulations, all Referendum questions submitted to the Members shall be decided by a simple majority vote.

11.5. Quorum

The quorum for all Referenda shall be three percent (3%) of the Members.

12. ACCOUNTABILITY OFFICER

12.1. General

The Accountability Officer is an independent permanent officer who reports directly to the Student Council. The Officer will be responsible for the interpretation and enforcement of the Constitution, Standing Regulations, Policies and Positions of the Union. Every Member has the right to petition the Accountability Officer to be heard on matters pertaining to their jurisdiction. The Accountability Officer may also receive confidential complaints of Members. As such, shall act as a Whistleblower resource. Only complaints filed by members shall be considered, and as such, no anonymous complaints shall be regarded.

12.2. Powers and Duties

The Accountability Officer shall act as arbitrator in internal disputes. The Accountability Officer shall have all powers to render binding decisions in the case of disputes between the Student Council, Officers, Student Groups, Members and/or any other internal party of the Union. The Accountability Officers shall not have powers over matters of Human Resources but may be empowered to make non-binding recommendations. Decision rendered by the Accountability Officer and cannot be further appealed or overturned.

The Accountability Officer shall submit to the Student Council each year a report of all decisions rendered along with non-binding recommendations

if applicable. The report must be presented to the Student Council no later than the last day of April of each year.

The Accountability Officer shall have full power to investigate in the event where notice of wrongful and/or unlawful activity has been received. The Accountability shall unrestricted access to files and documents necessary for the investigation.

The Accountability Officer may choose, at its discretion and in accordance with their better judgement, to refuse to hear a dispute or appeal if deemed frivolous, unsubstantiated and/or unwarranted.

12.3. Qualifications

The Accountability Officer must be a professional of the legal field such as a lawyer or notary and/or arbitrator.

12.4. Appointment and Mandate

The Accountability Officer shall be appointed by the Student Council by majority vote under recommendation of the President. The Accountability Officer shall serve a mandate of five (5) years.

12.5. End of Term of Office

The term of office of an Accountability Officer shall end in the event of death, resignation, removal from office or where the Officer ceases to be qualified to be an Officer in accordance with the Constitution.

12.6. Removal from Office

The Accountability Officer may be removed from office by way of a resolution adopted by three-quarter ($\frac{3}{4}$) majority vote of the Student Council.

12.7. Resignation

The Accountability Officer may resign from office at any time by forwarding a letter of resignation to the President and to the Chair of the Student Council of the Union. This can be in the way electronic mail, courier or by registered mail. The resignation shall become effective on the date when the letter of resignation is sent to the Union or on such other date as may be specified in the letter.

12.8. Vacancy

In the event that the position of Accountability Officer is vacant, the Student Council will appoint a new Accountability Officer within (2) months.

12.9. Remuneration

The Accountability Officer shall be remunerated for their work and it shall be fixed by the Student Council. The Student Council may, by way of resolution, authorize the reimbursement of expenses incurred by the Accountability Officer in the exercise of their duties.

13. STUDENT REPRESENTATIVES

13.1. General

Student Representatives are Members who are appointed to represent the College's and the Union's interest on "College Bodies"

13.2. Duties and Responsibilities

Student Representatives must always act in a way that is in the best interest of the Membership and the Union subject to certain exceptions relating to fiduciary responsibility. All Student Representatives are part of the Student Representatives Caucus chaired by the Vice-President of Academics and Advocacy. The Student Representatives Caucus and/or Student Council may at times instruct one (1) or many student representatives to act in a certain way in the exercise of their duties. Failure to do so would be in violation with this Constitution and may be cause for removal from office of representative.

13.3. Qualifications

A Student Representative must be a member of the Union at the time of the appointment. Furthermore, they must meet all the criteria for the office in which they seek to become a representative.

13.4. Appointment and Mandate

Student Representatives are appointed by the Student Council under recommendation of the Vice-President of Academics and Advocacy and in accordance with its Standing Regulations for a mandate not exceeding one (1) year.

13.5. End of Term of Office

The term of office of a Student Representative shall end in the event of death, resignation, removal from office or where the representative ceases to be qualified to be an Representative in accordance with the Constitution, Standing Regulations and Policies of the Union.

13.6. Removal

Any Student Representative who missed three (3) meetings of the Caucus and/or of the College Body on which they sit without justifiable cause shall be deemed to have resigned as a Student Representative. A Student Representative who has a justifiable cause may ask the Vice-President of Academics and Advocacy to excuse them for their absence.

Any Student Representative may be removed from office by a majority vote of the Student Council. The Student Representative against whom a request for removal from office is directed shall be notified of the place, the date, and the time of the meeting of the Caucus and/or Student Council. Such a Student Representative shall have the right to attend and to address the meeting or, in a written statement and read by the Chair, to put forth the reasons why such Officer opposes the proposed removal from office.

13.7. Resignation

A Student Representative may resign from office at any time by forwarding a letter of resignation to the Vice-President of Academics and Advocacy. This can be in the way electronic mail, courier or by registered mail. The resignation shall become effective on the date when the letter of resignation is sent to the Union or on such other date as may be specified in the letter.

13.8. Vacancy

In the event of a vacancy of Student Representative position, it must be filled no later than one (1) month after the initial start of the vacancy.

14. PROTECTIONS OF COUNCILLORS, OFFICERS AND OTHER

14.1. Standard of Care (Quebec Civil Code art. 322)

Every Councillor, student representative, Officer, and member of any committee of the Student Council of the Union (for the purposes of this section 13, the "Representative") in exercising their powers and discharging their duties shall act honestly and in good faith with a view to

the best interests of the Union and shall exercise the care, diligence, and skill that a reasonably prudent person would exercise in comparable circumstances. Every Representative shall comply with the Act, the regulations, the Constitution, the Standing Regulations, and any Policies.

14.2. Conflict of Interest (Quebec Civil Code art. 324)

A Representative shall avoid placing themselves in a position of conflict of interest between their personal interest and that of the Union and they shall declare any conflict of interest to the Student Council. Any such Representative shall abstain from voting on and participating in, the deliberations on matters pertaining to such conflict of interest.

14.3. Indemnity of Councillors, Student Representatives, and Officers

Subject to the Quebec Companies Act, the Union may indemnify a present or former Councillor, Student Representative or Officer of the Union, or another individual who acts or acted at the Union's request as a Councillor, Student Representative or Officer or in a similar capacity of another entity, against all costs, charges, and expenses, including an amount paid to settle an action or satisfy a judgment, reasonably incurred by the individual in respect of any civil, criminal, administrative, investigative or other proceeding in which the individual is involved because of that association with the Union or other entity if:

- a. the individual acted honestly and in good faith with a view to the best interests of the Union or, as the case may be, to the best interests of the other entity for which the individual acted as Councillor or officer or in a similar capacity at the Union's request; and
- b. In the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty, the individual had reasonable grounds for believing that the individual's conduct was lawful. The Union may indemnify such person in all such other matters, actions, proceedings, and circumstances as may be permitted by the Act or the law. Nothing in the Constitution shall limit the right of any person entitled to indemnity to claim indemnity apart from the provisions of the Constitution.

14.4. Insurance

Subject to the Act, the Union must purchase and maintain insurance for the benefit of any individual entitled to be indemnified by the Union pursuant to section 13.3 hereof against any liability incurred by the individual

- a. in the individual's capacity as a Councillor or an officer of the Union;
OR
- b. in the individual's capacity as a Councillor, Student Representative or Officer, or in a similar capacity, of another entity, if the individual acts or acted in that capacity at the Union's request.

14.5. Training

All incumbent Chief Returning Officers and Deputy Returning Officers must receive mandatory training paid by the Union and administered by a legal professional within the first two (2) months of their appointment.

All Councillors, Officers with exception to the Accountability Officer and notwithstanding the previous paragraph, shall receive mandatory training paid by the union and administered by a legal professional within the first (1st) month of the start of their respective mandate.

15. CONTRACTS, BANKING AND BORROWING

15.1. Contracts

In the absence of a decision to the contrary by the Student Council, deeds, transfers, assignments, contracts, obligations, and other instruments in writing requiring execution by the Union shall be signed by the relevant Officer specified in the Standing Regulations and the President, the Vice-President of Finance, the Administrative Director or such other person or persons as may be determined by the Student Council. The Student Council may also authorize, in general or specific terms, any person to sign any document in the name of the Union.

15.2. Banking and Borrowing (Quebec Companies Act, article 77)

The banking business of the Union including, without limitation, the borrowing of money and the giving of security therefore, shall be transacted with such banks, trust companies or other bodies corporate or organizations and under such agreements, instructions and delegations of powers as the directors determine from time to time. Without limiting the

borrowing powers of the Union, the Student Council may from time to time:

(a) borrow money upon the credit of the Union;

(b) issue, re-issue, sell or pledge bonds, debentures, notes, or other evidence of indebtedness or guarantee of the Union, whether secured or unsecured; and

(c) mortgage, hypothecate, pledge, or otherwise create an interest in or charge upon all or any property (including the undertaking and rights) of the Union, owned or subsequently acquired, by way of mortgage, hypothec, pledge or otherwise, to secure payment of any such evidence of indebtedness or guarantee of the Union. Nothing in this section limits or restricts the borrowing of money by the Union on bills of exchange or promissory notes made, drawn, accepted, or endorsed by or on behalf of the Union.

16. FINANCES

16.1. Financial Year

The Financial Year of the Union shall be from the first (1st) of June to the thirty-first (31st) of May of the following year.

16.2. Financial Statements

The financial statements of the Union shall be published annually on the Union's website, no later than the fifteenth (15th) of November of each year, and shall be made available at the head office of the Union. The Union shall not operate at a deficit.

16.3. Auditor

The Auditor shall be appointed by the Members according to the Quebec Companies Act, each year, at the General Assembly who shall be a chartered professional accountant (CPA). The remuneration of the Auditor shall be fixed by the Student Council. No Councillor, Officer or employee of the Union, or associate of a Councillor, Officer or employee may be appointed Auditor. If the Auditor ceases for any reason whatsoever to hold office before the end of its term, the Student Council may fill the vacancy by appointing a replacement to serve the unexpired term.

16.4. Mandate of the Auditor

The Auditor shall complete the audit of the accounts and financial condition of the Union. It shall submit a report to the Members at each annual meeting and confirm that the financial condition is presented in accordance with Generally Accepted Accounting Principles (GAAP). The report shall be an Audit or a Review Engagement

16.5 Large Expenses

All Expenses or Contracts of an initial value equal or greater than Ten Thousand Dollars (\$10,000.00 CAD) before applicable sales taxes will require prior approval of the Student Council before being incurred or signed and executed by the two (2) relevant officers.

17. BOOKS & RECORDS

17.1. Books and Records (Quebec Companies Act, article 104)

The Union shall adopt one (1) or more books in which the following documents are to be kept:

- a. A copy of the Letters Patent of the Union;
- b. The Constitution, Standing regulations, Policies, Positions and any amendments thereto;
- c. The minutes of all proceedings of each General Assembly, meetings of the Student Council and meetings of other committees established by the Student Council and of the adopted resolutions in writing;
- d. A register of the entire membership and any other information associated to the membership;
- e. A register of the persons who are or have been Officers, members of the Student Council , indicating the name and address of each one of them as well as the date of the commencement and, as the case may be, of the end of their term of office;
- f. A record of all other relevant documents presented at a meeting of the Student Council or General Assemblies;

17.2. Safekeeping

The book(s) shall be kept by the Administrative Director at the head office of the Union and/or on an online private secure cloud storage. In the event of such digital storage of files, such files must have backups every one (1) year and kept at the head office. Additionally, the Student Council may

determine at its discretion any alternative location where files may be stored.

17.3. Access to Information

The following documents shall be made publicly available to members on the Union's website and/or platform accessible to the membership:

- a. Constitution, Standing Regulations, Policies and Positions
- b. Agreements of public interest entered into with Dawson College
- c. Agenda and Minutes of the meetings of the Student Council and its Committees
- d. Agenda and Minutes of the General Assemblies
- e. All Official Reports developed by the Union
- f. Financial Statements and Auditor's Report
- g. Annual budgets and their revisions
- h. All other documents deemed of public importance by the Student Council

18. STANDING REGULATIONS AND POSITIONS

18.1. General

Standing Regulations serve to complement the Constitution which serves as a basic framework for the functioning and power distribution of the Union. Furthermore, they serve the purpose of enacting certain guidelines and procedures for operations within the Union. Positions are stances and binding commitments taken by the Union and are superseded by both Standing Regulations and Policies.

18.2. Adoption, Amendment, Repealing of Standing Regulations

Unless otherwise provided for by law, the creation, amendment and repealing of policies is to be adopted by the Student Council of simple majority vote.

All Standing regulations adopted by the Union must automatically be revised within six (6) months of the passing of any Constitutional Amendments.

18.3. Adoption, Amendment and Repealing of Positions

Positions may be adopted, Amended or Repealed at a General Assembly by majority vote. In order for positions to be presented at a General

Assembly, they must be first approved by the Student Council by a simple majority vote. Amendments or repealing of positions must also be first approved by the Student Council by a simple majority vote and then presented to the General Assembly for adoption by majority vote.

All positions of the Union are valid for a period of no more than three (3) years. After such expiry, policies may be renewed at a General Assembly or will otherwise cease to have effect. Renewal procedure is the same as the adoption, amendments and repealing of Positions.

19. EXTERNAL AFFILIATIONS

19.1. General

The Union may become a member of municipal, provincial or federal federations, associations, coalitions, or other organizations of the same sorts.

19.2. Financial Costs

Any permanent membership to which there is a recurring financial commitment will require a $\frac{3}{4}$ majority vote of the student Council and a ratification in a referendum before taking effect.

19.3. Conditions to Affiliation

In the event where the Union becomes a member of a provincial or national student organization that requires the Union or its members to pay a membership fee to that organization only after the Union and the organization enter into a binding, written agreement, which will remain in effect as long as the Society is a member of the organization and containing the following:

- a. The Union membership in the organization does not preclude the Union membership in other organizations.
- b. The organization will make its by-laws, policies and minutes available online to all members of the Union within three (3) months of their approval.
- c. The organization will, within thirty days (30) of receipt of a written request from any member of the Union, provide to them a copy of any document in care or control of the organization not lawfully required to be kept private.

d. The organization recognizes that the Union reserves the right to terminate its membership in the organization according solely to the Union's Constitution and Standing Regulations, policies and according to the following procedure:

i. by resolution of the Student Council if the Union joined the organization by resolution of the Student Council or by a majority vote in a referendum if they joined by referendum.

19.4. External Representatives

The Student Council may appoint, under recommendation of the Vice-President of External Affairs, any individuals to delegations at External Organizations meetings as external representatives of the Union. The representatives to such meetings shall vote during the meeting as directed by the Executive.

20. AMENDMENT OF THE CONSTITUTION

20.1. Amendment of the Constitution

Unless otherwise provided for by law, the Constitution may be amended, superseded, or repealed with a two-thirds ($\frac{2}{3}$) majority vote of the Student Council followed by a ratification vote in a Referendum.

21. INTERPRETATION

21.1. Singular and Plural

Words in the singular include the plural and vice versa.

21.2. Precedence

In the event of a contradiction between the Quebec Companies Act, the Letters Patent or the Constitution, the Quebec Companies Act shall prevail over the Letters Patent and over the Constitution, and the Letters Patent shall prevail over the Constitution. In the event of a contradiction between the Constitution and the Standing Regulations, the Constitution shall prevail over the Standing Regulations.

21.3. Preamble, Annexes and Land Acknowledgement

The Preamble, Annexes and Land Acknowledgement shall form an integral part of the Constitution.

21.4. Headings

The headings used in the Constitution are for reference purposes only and they shall not be considered in the interpretation of the terms or provisions in the Constitution.

21.5. By-Laws

This document shall serve as the Union's governing By-Laws required for legal persons constituted under Part III of the Quebec Companies Act.

22. DISSOLUTION

22.1. Dissolution (Quebec Companies Act, article 28)

Upon the winding-up or dissolution of the Union, any assets remaining after the satisfaction of its debts and liabilities shall be held in a trust until such time as said assets may be transferred to a democratically run Dawson College student organization having purposes similar to those of the Dawson Student Union. The trustee shall be chosen by the members at the time of dissolution.

23. EFFECTIVE DATE AND TRANSITION

23.1. Effective Date

This Constitution shall come into force when confirmed by way of Referendum of the Members, subject to the provisions of the Act. Once adopted, the Constitution will enter into effect at the start on June 1st of the next financial year.

23.2. Transition

In the event where the referendum concerning the amendment of the previous constitution and by-laws happens at the same time or after General Elections, the officers elected will not assume the titles and roles mentioned in the previous constitution and will instead assume the following:

- a. Chairperson will become President;
- b. Deputy Chairperson will become Vice-President of Internal Affairs and Operations;
- c. Treasurer will become Vice-President of Finance;
- d. Director of Internal Affairs and Advocacy will become Vice-President of Academics and Advocacy;

- e. Director of Student Life will become Vice-President of Student Life;
- f. Director Sustainability will become Vice-President of Services and Sustainability;
- g. Director of External Affairs will become Vice-President of External Affairs;
- h. Director of Cubs and Services will retain their responsibilities and title for the duration of their mandate, after which, the position will cease to exist. They will work with the Vice-President of Student Life and Vice-President of Services and Sustainability. In the case where there is no elected Vice-President of Services and Sustainability, they would assume that role.
- i. Director of Mobilization and Communications will retain their responsibilities for the duration of the mandate after which the position will cease to exist. They will work with the Vice-President of Internal Affairs and Operations and the Vice-President of External Affairs. In the event that the Vice-president of Internal Affairs and Operations is vacant, the Director of Mobilization and Communications will assume the role.

The Student Councillors elected under the previous By-Laws will automatically become members of the Student Council regardless of their being more Councillors than what is stipulated in this Constitution. Councillors elected as Technical Academic Representatives will serve as voting members of the Student Council for the duration of their mandate after which the office will cease to exist.

Councillors appointed to represent demographic constituencies will become non-voting members of the Student Council for the duration of their mandate. The mandate for all new Councillors and officers will end on May 31st of the following year.

ANNEX A : FEES

1. Membership Base Fees (Accreditation Act, article 52)

The base membership fees are a total of **Twenty Two Dollars (\$22.00 CAD)** per semester for Full-Time Students and a total **Eleven Dollars (\$11.00 CAD)** for Part-Time Students as of the passing of this document. Fees will be revised every 3 years and will be adjusted according to the Consumer Price Index (CPI) rounded to the nearest half-dollar.

2. Dental and Health Insurance Fee

The Dental and Health Insurance plan offered to members of the Union is a non-compulsory fee adopted by way of a referendum. Any modification to the plan and/or the addition of an administrative fee which would incur a fee change requires a vote in a referendum with exception to organic increases. Members may choose to opt out in certain parts of the fees in accordance with the terms and conditions of the plan.

ANNEX B: MEMBERSHIP

1. Membership Requirements

All members of the Union shall agree to share the following information collected by the College at Registration with the Union. The information shall be treated confidentially by the Union, except when required by law:

- a. Full Name
 - b. Student ID
 - c. Phone Numbers
 - d. Email Addresses
 - e. Home Address
 - f. Date of Birth
 - g. Gender
 - h. Program of Study
 - i. Academic Sector of Study
 - j. Division of Study
- 



AGENDA ITEM 4.3. – Request for Supplementary Letters Patent

Submitted by: Chairperson and Treasurer

Subject and background: The Letters Patent are a legal document which can be defined simply as the organizations birth certificate. The Union`s Letters Patent always takes precedence over the Constitution in the case of a contradiction. In order for the Constitution to take effect, the DSU must change its Letters Patent to match the new elements in its Constitution.

Action: Ratification

Proposed Resolution: Be it resolved that the resolution adopted by the Executive Committee on April 26, 2021, to request Supplementary Letters Patent be ratified by the members of the Union.

DAWSON STUDENT UNION

DEMANDE DE LETTRE PATENTES SUPPLÉMENTAIRES

REQUEST FOR SUPPLEMENTARY LETTERS PATENT

Adopted by the Executive Committee on the 26th of April 2021

Subject to ratification by the members in accordance with the Quebec Company's Act

- 1. Il est résolu de demander au registraire des entreprises du Québec l'émission de lettres patentes supplémentaires.**

Be it resolved that the DSU requests supplementary letters patents from the Registraire des Entreprises du Quebec

- 2. Il est résolu de : Modifier le nom de l'association pour lire :**

Association Étudiante de Dawson et sa version anglaise Dawson Student Union

It is resolved to : Change the name of the Association to read:

Association Étudiante de Dawson and its English version Dawson Student Union

- 3. Il est également résolu de : Modifier la section 5 (Objectifs) pour lire :**

Avancer les intérêts des étudiants du cégep Dawson sur une base démocratique et coopérative;

Établir une plateforme pour les étudiants pour qu'ils puissent communiquer, échanger de l'information, des expériences, idées et du savoir.

Permettre aux étudiants d'échanger et représenter leurs idées sur les changements nécessaires au niveau académique, administratif et législatif pour les décisions qui les affectent.

Faciliter l'organisation de service aux étudiants.

Organiser des activités qui font la promotion des intérêts culturels, sociaux, et récréationnels des étudiants du cégep Dawson.

Promouvoir un système d'éducation post-secondaire accessible et de qualité, qui reconnaît la légitimité de la représentation étudiante et des droits des étudiants et la contribution de ceux-ci à la société.

Représenter les intérêts des étudiants de Dawson à tous les niveaux de l'administration du cégep Dawson en nommant les représentants des étudiants à toutes les instances formelles et informelles du cégep Dawson en vertu de la Loi sur l'accréditation et le financement des associations étudiantes.

to organise students on a democratic, co-operative basis for advancing students' interests, and advancing the interests of the students' community;

to provide a common framework within which students can communicate, exchange information, and share experience, skills, and ideas;

to bring students together to discuss and cooperatively achieve necessary educational, administrative, and legislative change wherever decision-making affects students;

to facilitate organizing services for students;

to achieve the goal of a system of post-secondary education which is accessible to all, which is of high quality, which recognises the legitimacy of student representation and the validity of Student's rights; and whose role in society is clearly recognised and appreciated;

to organize activities promoting the social, recreational, and cultural interest of the students at Dawson College;

to represent the interests of Dawson College students to all levels of the administration of Dawson College and to appoint all students required to represent the membership of their Union to all constituted or informal bodies of the College in accordance with an Act Respecting the Accreditation and Financing of Students' Associations;

4. Il est également résolu de : Modifier la section 6 : Autres dispositions pour lire :

La personne morale peut acquérir et détenir des actions de sociétés par actions, les vendre et autrement en disposer.

The legal person can acquire, hold and dispose shares of legal persons with share capital.

Le conseil d'administration est composé de quatorze (14) administrateurs. Ce nombre peut être modifié conformément à l'article 87 de la Loi sur les compagnies.

The board of directors is composed of fourteen (14) directors. This number can be modified in accordance with article 87 of the Quebec Companies Act.

Le conseil d'administration peut décider, lorsqu'il le juge opportun, que l'assemblée annuelle et l'élection des administrateurs auront lieu hors du Québec. Le conseil d'administration envoie un avis écrit aux membres, au moins 30 jours avant la date prévue, pour les informer du lieu et de la date de cette assemblée.

The board of directors can decide to hold the annual general assembly and the election of directors outside of the province of Quebec. The board of directors has to send a written notice to the members at least 30 days before the date of the meeting informing them of the date and location of the meeting.

Les membres peuvent, lors d'une assemblée, destituer un administrateur de la personne morale. L'avis de convocation de l'assemblée doit mentionner qu'une telle personne est passible de destitution.

The members can, in a general meeting, remove a director from office. The notice of meeting must include that the person might be removed from office.

Le conseil d'administration peut, lorsqu'il le juge opportun:

- a. Faire des emprunts de deniers sur le crédit de la personne morale;
- b. Émettre des obligations ou autres valeurs de la personne morale et les donner en garantie ou les vendre pour les prix et sommes jugés convenables;
- c. Hypothéquer les immeubles et meubles ou autrement frapper d'une charge quelconque les biens meubles de la personne morale.

The board of directors can, when it feels appropriate:

- a. *Borrow money on the credit of the legal person;*

- b. *Issue bonds or other securities of the legal person et use them as collateral or sell them for an agreeable price;*
- c. *Hypothec immovable or moveable property or grant a charge on the moveable property of the legal person;*

En cas de liquidation de la personne morale ou de distribution des biens de la personne morale, ces derniers seront dévolus à une organisation exerçant une activité analogue.
In case of dissolution or liquidation of the legal person, the assets will be given to an organization involved in analogous activities.

- 5. Il est également résolu que cette résolution soit présentée aux membres.**

It is further resolved that this resolution be presented to the membership.

- 6. Il est également résolu que 2 signataires de l'association soient mandatés suite à l'approbation des membres à signer toute documentation à déposer au registraire des entreprises du Québec pour donner effet à cette résolution.**

It is further resolved that 2 signing officers of the Association be authorized following the approval of the membership to sign and file all documentation with the registraire des entreprises du Québec to give effect to this resolution.



AGENDA ITEM 4.4. – Ratification of the Reclassification of Union Policies

Submitted by: Chairperson

Subject and background: The Union has several pages of what it actually considers policies. With that said, these policies are written in a way that is not consistent with real corporate and in fact resembles positions. While we support the ideas of these previous policies, we would like to reclassify these policies as official positions of the Union in order to prevent further confusion in regard to the official policies of the Union. The reclassification adopted by the Executive Committee does not include the Club Policy which was ratified at the fall 2020 General Assembly and which is consistent with the general format and concept of a corporate policy.

Action: Ratification

Proposed Resolution: Be it resolved that the reclassification of Union Policies as Positions adopted unanimously by the Executive Committee on Aprils 26th 2021 be ratified.

Dawson Student Union

POLICIES



POLICIES

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Academic and Non-Academic Codes of Conduct

Policy

The Union opposes the expectation that students will be representatives of their institutions at all times while off-campus.

The Union condemns the use of post-secondary institutional polices as they are applied to non- academic activities that take place off-campus at events that are not sanctioned by or affiliated with the post-secondary institution.

The Union opposes post-secondary education institutional codes of conduct that:

- seek to regulate or penalise the off-campus conduct of students;
- penalise students for political activity, including potentially disruptive behaviour;
- sanction or threaten sanctions that negatively impact a student's academic standing, funding, funding opportunities or employment;
- apply different standards to students than those applied to administrators, professors, or other employees of the institution;
- are not developed by a body comprised, in the majority, by students' union representatives;
- are not comprised of an independent third party comprised of and/or agreed upon by the students' union;
- do not provide the basic principles of natural justice including, but not limited to, the following rights: notice of the allegations, due process, a hearing to be held within a reasonable time frame, the ability to investigate the evidence, the opportunity to prepare for and present a defence, the presentation of witnesses, access to an impartial appeals process;
- place the burden of proof on the accused and not the accuser;
- do not provide students with appropriate legal council at no cost to the student;
- are applied to any students' union, group or campus organisation, or the registered leadership thereof;
- treat students acting individually, or as a representative of a students' union, club or campus organisation, who do not hold office or employ with the

institution, as “Representatives” of a university or college for the purpose of punishment;

- seek to compel students to report misconduct when it has happened or remove themselves from situations in which misconduct is occurring;
- are applied to online social, or other, networks sites, including but not limited to Facebook, Twitter, Google+, and MSN;
- limit, block, or hinder a students’ right to free expression, political activity, assembly, or any other right under the Charter of Rights and Freedoms and the United Nations Declaration on the Rights of Indigenous Peoples and the United Nations Universal Declaration on Human Rights;
- are applied in an arbitrary, invasive, biased, or discriminatory way; and
- seek to penalize students for any incident for which the individual has already been penalized under the Criminal Code of Canada, or any other ordinance or statute, including Dawson policies otherwise respecting the previous clauses.

Alcohol Awareness

Policy

The Union endorses the principle of alcohol abuse awareness programs for post-secondary institutions.

The Arts

Policy

The Union opposes state censorship and persecution of artists who express their sexual identity, or political, moral and/or religious beliefs through their art.

The Union supports an adequately funded autonomous Council which grants funding to independent artists as well as artists' organisations.

The Union supports the endeavour of groups which are actively working to maintain adequate funding for the arts community.

Authorship

Preamble

Creators have come to enjoy particular rights and responsibilities with respect to their intellectual and creative works, including but not limited to:

- the right to academic and public recognition of contributions as creator(s), including but not limited to authorship and citation;
- the right to choose when and how to publish/present intellectual and creative works, including a student's right to the unrestricted fulfilment of academic requirements;
- the right to fair financial compensation where financial compensation can be reasonably expected;
- the right to use and enjoy the intellectual and/or creative work;
- the responsibility to recognise both the immediate and future social implications of their work;
- the responsibility to recognise the broader social context in which intellectual and creative works are created; and
- the responsibility to recognise the public contribution to the creation of intellectual and creative works and the public's right to benefit from those works in a timely fashion.

Policy

The Union recognises that the creation of intellectual and creative works is a result of the initiative, inspiration and work of groups or individuals within a broad social context.

The Union recognises the right of students to authorship and ownership of their works produced in the course of their academic study.

Commercialisation of Campuses

Policy

The Union opposes the commercialisation of college campuses. This includes but is not limited to:

- selling space on college campuses for corporate advertising;
- advertising within educational materials including, but not limited to; the inclusion of corporate ads in course textbooks or mandatory equipment for classes; and
- enshrining corporate benefactors on to buildings, objects, public space, departments, faculties or schools.

Copyright

Preamble

Students both create and use artistic and literary material during their studies. While it is important to protect creators' copyright in these works, the rights of users of copyright material must also be considered because access to works is essential to the learning process.

Overly rigid legislation prevents individuals from accessing publicly available materials. It can prevent students, researchers, and scholars from willingly exchanging knowledge and information.

Those who argue for greater owner rights are frequently private and commercial interests while non-profit groups representing the public interest have fought to keep access to knowledge public.

Policy

The Union opposes copyright legislation that prevents students from reasonable access to information on the Internet.

The Union opposes extended licensing in educational institutions that lead to increasing ancillary and user fees for access to academic material on the Internet.

The Union supports copyright legislation that achieves a balance between the rights of creators and users of copyrighted works.

The Union supports the move towards an information commons in which ideas and information are not property, but rather are shared heritage of humanity, as integral to Canada's and Québec's social and economic well-being.

Education

Preamble

An accessible education is one which is available to all applicants who wish to attend a post-secondary institution. The Union recognises that the class-stratified nature of Canadian society has worked to discriminate against most Canadians in their attempts to obtain quality post-secondary education. An accessible education should allow the individual student to pursue the education of her choice.

Policy

The Union supports the:

- elimination of all financial barriers to a post-secondary education;
- progressive elimination of tuition and other incidental user fees;
- elimination of differential fees including, but not limited to, those applied to visa and out-of-province students;
- right of students to receive a post-secondary education in the language of their choice, including, but not limited to, French, English, and Aboriginal languages;
- right of students to attend the post-secondary institution of their choice, without additional financial burden;
- elimination of all other social and cultural barriers to post-secondary education which may affect people from an early age, including, but not limited to discrimination on the basis of race, colour, sex, language, religion, sexual orientation, gender, political affiliation, family status, socio-economic class, disability and/or special needs;
- removal of all conditions which might prevent disabled and/or special needs students from attending post-secondary institutions;
- right to the provision of universal, free, high quality child care;
- elimination of unnecessary impediments to program and course portability;
- elimination of barriers to accessibility resulting from geography;
- elimination of enrolment quotas; and

- implementation of a guaranteed minimum income for all students.

The Union condemns any systemic discrimination in any educational setting, including but not limited to the streaming of students into classes and programs of different academic status.

Ethical Purchasing

Policy

The Union supports:

- joining and working with the Workers Rights Consortium to ensure effective implementation of Code of Conducts on apparel, textile and swag purchasing;
- the purchase of apparel, textiles, and promotional items that are produced by companies and subcontractors that uphold international labour standards in workplaces, promote workers' rights and their right to initiate unionisation drives; and
- the purchase of apparel, textiles and promotional items that are produced by companies and subcontractors that promote labour practices that are fair, equitable, free of harassment and discrimination, and create healthy work environment for the workers.

The Union opposes the purchase of apparel and promotional items that:

- are made using sweatshop labour or under unfair or forced labour conditions;
- are produced by a company or a sub-contractor that has been identified by the Workers' Rights Consortium to violate international labour standards; and
- are produced by private corporations who have a proven record of compromising labour standards, workplace safety or worker rights in order to promote increased profit.

Food Services **Local, Organic and Culturally Specific Food**

Preamble

Food services and food service providers play an important role in providing adequate nutrition to students on campuses across Canada. As such, food services on campus must meet the cultural and religious needs of students, and to not do so would be discriminatory.

Appropriate meal options should also be provided to students who have, for a multitude of reasons, chosen to be vegetarian or vegan. It is also important to local economies and the environment to use foods that are locally produced. Students should also have the option of avoiding genetically modified foods and choosing organic food options.

Policy

The Union supports:

- the provision of foods that are locally produced, organic, and culturally appropriate by food service providers on campus;
- the right of each and every student to have access to food on campus that is suitable to their personal beliefs, faith, and conscious choices and provides for a healthy balanced diet;
- open standards and policies for the identification of organic and genetically modified foods on campus; and
- the labelling of foods that contain animal or dairy products.

The Union opposes food service providers who deny access to culturally and religiously appropriate foods and food practices, or vegetarian and vegan food options because of claims of insufficient demand.

Exclusivity and Multi-Year Contracts in Food Services

Preamble

Food and beverage services and food and beverage service providers play an important role in providing adequate nutrition to students on campuses across Canada.

The current trend in food service and beverage agreements is for contracts offering exclusivity to providers. Environments free of exclusivity and multi-year contracts foster competition, such competition leading to better services at lower rates and with more options for students.

Policy

The Union supports:

- the inclusion of students in food and beverage service contract negotiations and contract reviews;
- open and transparent food and beverage service contracts; and
- individual students' unions seeking space that is not under contract in order to provide alternative student-run food services

The Union opposes all exclusive food and beverage services contracts.

Freedom of Speech

Preamble

Freedom of speech is of paramount importance to the democratic functioning of public post- secondary educational institutions. In Canada, the freedom of conscience and religion, thought, belief, opinion and expression is a Constitutional right.

This valuable principle has been misused by individuals and organisations that seek to promote hate on university and college campuses across Canada. According to Section 319(2) of the Criminal Code of Canada, freedom of speech does not include hate speech. The Code states that “Every one who, by communicating statements in any public place, incites hatred against any identifiable group where such incitement is likely to lead to a breach of the peace is guilty of a) an indictable offence and is liable to imprisonment for a term not exceeding two years; or b) an offence punishable on summary conviction.”

The Supreme Court’s decision on R vs. Keegstra [1990] references Section 319 (2) of the Criminal Code, noting that “hate propaganda contributes little to the aspirations of Canadians or Canada in either the quest for truth, the promotion of individual self-development or the protection and fostering of a vibrant democracy where the participation of all individuals is accepted and encouraged.” Beyond these provisions within the Criminal Code, opposition to hate speech exists within a number of bylaws, human rights acts and codes throughout the Country.

Policy

The Union supports the constitutional right to the freedom of conscience and religion; freedom of thought, belief, opinion and expression, including freedom of the press and other media of communication; freedom of peaceful assembly; and freedom of association.

The Union opposes the incitement of hatred against any identifiable individual or group on the grounds of but not limited to colour, race, religion, ethnic origin, place of origin, disability, gender identity, sexual orientation, reproductive choice or personal sexual practice.

Governance of Post-Secondary Institutions

Policy

The Union opposes the domination of governance structures of post-secondary institutions by representatives of large corporations.

The Union supports the democratisation of the governing boards of post-secondary institutions and supports the right of representatives of students' associations to participate in the decision making process.

The Union believes that post-secondary institutions exist to serve students. Therefore, The Union supports increasing voting representation of students in governance to fifty percent.

The Union supports governance structures of post-secondary institutions being representative of and accountable to the communities served by these institutions, to achieve equitable representation of faculty, support staff and students and to include increased numbers of economically disadvantaged people, women, aboriginal people, people of colour, queer people, people with disabilities, language minorities, International, mature and part-time students and student association representatives.

Harassment Prevention and Grievance Policies

Policy

The Union supports and encourages the development of common elements of harassment complaint procedures between institutions that include, but are not limited to, confidentiality of the complainant; a response period that is respectful of students' and staff; and the recognition of power imbalances that occur due to race, gender, age, ability, sexual orientation, language, socio-economic class, and position of influence and therefore a need for an advocacy procedure for the complainant

Health and Safety

Preamble

Students spend a large portion of their time in various campus facilities, including classrooms, laboratories, art studios, libraries, study spaces, or residences. Providing a safe study and work environment for students, faculty and staff is the responsibility of post-secondary institutions administrations.

Health and safety concerns arise at any working environment and post-secondary institutions are no exception. Due to aging infrastructure and building maintenance that has been deferred for a number of years, facilities at a number of post-secondary institutions now pose serious challenges to the health and safety of students, faculty and staff.

While most labour unions have recognized health and safety concerns as a priority, in most cases, post-secondary institutions administrations do not have the appropriate structures in place to address health and safety concerns. Students can play an important role in identifying health and safety challenges and need to be part of any process to address them.

Policy

The Union supports:

- the creation of Health and Safety committees that are student and worker driven and that include students' union representatives;
- the implementation of Health and Safety protocols at post-secondary institutions facilities;
- the implementation of Health and Safety education campaigns directed at students, faculty and staff and financed by the institution;
- the implementation of periodical Health and Safety assessments recommended by Health and Safety Committees and their enforcement at post-secondary institutions facilities; and
- infrastructure funding aimed at addressing the deferred maintenance in post-secondary institutions.

The Union opposes:

- the postponement of post-secondary institutions facilities maintenance when this postponement compromises the health and safety of students, faculty, staff and any other people who use the campus facilities;
- the underfunding of post-secondary institutions that results in deferred maintenance;
- the creation of committees to address Health and Safety that do not have student or worker representation;
- any policies that circumvent or seek to circumvent Health and Safety standards and protocols; and
- institutional policies that portray Health and Safety standards as optional.

Human Rights

Policy

The Union declares the following to be undeniable and equal rights of all people everywhere, in accordance with the United Nations' Universal Declaration of Human Rights:

1. the right to the basic necessities of a healthy life, including but not limited to food, water, shelter and medical care;
2. the right to freedom, security and life free from fear and violence;
3. the right to dignity and respect for individual traditions and beliefs;
4. the right to freedom of expression and freedom of peaceful assembly;
5. the right to freely take part in government, either directly or through directly, democratically elected representatives, elected through a system of universal suffrage;
6. the right to an adequate income in safe and just working conditions, or through social security mechanisms, and the right to own property;
7. the right to an adequate standard of living, including time for rest and leisure;

8. the right to accessible, quality education;
9. the right of access to and quality in any services that may be required due to individual circumstances
 - a. (e.g. childcare, sign language interpretation, etcetera);
10. the right to protection under the law, including the right to effective remedies, the right to a fair and public trial, and the presumption of innocence until proven guilty;
11. the right to freedom from arbitrary interference with privacy, family, home or correspondence; and
12. the right to freedom from discrimination.

Intellectual Property

Preamble

Knowledge, as perceived by the Union, should be a “social good” which allows the widest distribution of information in order to benefit, improve and advance society as a whole. As a result, the Union continues to advocate the basic principles of post secondary education based on the concept of free access to education, open inquiry and the wide spread and free dissemination of knowledge within an open and pluralistic environment of opinions.

The Union acknowledges that intellectual property may take many forms that include but are not limited to applications, artistic creations (inclusive of games, media, internet and technology based applications), methods, ideas and inventions which will be referred to in this document as creation, idea and/or invention.

Understanding that there may be potential to capitalize on ideas, creations and inventions to the benefit of the creator/inventor and the community in general and mindful that college is a publicly funded institution, the Union advocates for the right of the creator/inventor to have an informed and protected interest in the distribution of funds and information dissemination that may result from the creation, idea and/or invention.

With respect to the legal implications involving creations, inventions and ideas, The Union acknowledges the legal distinctions within copyright and patent laws but does not condone the movement of creations, ideas and inventions from the public and social realm to private enterprise for exploitation at the expense of the creator/inventor and nor does it condone the potential expense and/or dangers that it may have on the social significance, social welfare and general contribution to the knowledge pool.

Policy

The Union supports intellectual property policies at public institutions that:

- apply to all forms and all stages of research, scholarly and artistic work;
- apply equally to all researchers including faculty, staff and students;
- promote the dissemination of knowledge as its primary goal; and
- recognize that researchers are entitled to recognition in proportion to their contribution to research, including but not limited to subsequent papers and materials resulting from such research.

The Union opposes intellectual property policies of public institutions that restrict the timely disclosure of research, scholarly and artist work in a public forum.

The Union acknowledges the need for confidentiality agreements between researchers but opposes non-disclosure agreements that restrict public access to research, scholarly and artistic work.

The Union encourages post-secondary institutions to develop intellectual property policies.

Media

Policy

The Union supports the autonomy of campus radio stations from administrative and student union control in so far as they comply with the national community radio associations and the Canadian Radio and Television-Telecommunications Commission guidelines.

The Union refrains from aiding in the distribution and the purchase of advertising in commercial, campus-targeted publications other than non-Union publications which displace money from the student community and threaten the livelihood of non-profit, student run publications.

The Union opposes the concentration of media ownership by large corporations.

Media on Campus

Policy

The Union believes that:

- the major role of the student press is to act as an agent of social change, assisting students in understanding and acting against oppression and injustice, and emphasising the rights and responsibilities of the student;
- the student press must, to fulfill this role, perform both an educative and active function,
- it is critical to support the aims of groups serving as agents of social change;
- the student press must use its influence as an agent of social change responsibly, as outlined in the Canadian University Press Code of Ethics, presenting campus, local, national, and international news fairly and accurately and interpreting ideas and events to the best of its ability;

- the student press must as its main priority assist students in acting against any system where it is found to be preserving a hierarchy based on power and privilege, or to be oppressive to women, lesbians and gay men, indigenous people, religious groups or other minorities; and
- the student press must use its relative freedom from commercial and other controls to ensure that it acts in accordance with its major role, and to examine the issues that the other media avoid.

The Union affirms that the following rights and responsibilities are necessary for the effective implementation of the above principles:

- that the student press have the right to determine and uphold their editorial policy, including advertising policy, regardless of pressure from student governments, administrations, or any others;
- that the student press have the right to be free from implicit editorial control resulting from financial control of the newspaper by student governments, administrators, or any others;
- that, to the fullest possible extent, the student press should be financially autonomous from any group other than the students who fund them;
- that the student press have the right to receive in full and without delay student levies collected by administrations or budgets approved by student governments;
- that the student press should have a written constitution including the following:
 - o that staff democratically determines the newspapers editorial policy and internal structure;
 - o that the newspaper guarantees regular, publicised staff meetings with democratic procedures;
 - o that the staff has the right to elect, impeach, or censure its editors, coordinators or other staff; and
 - o that the newspaper defines qualifications for voting staff members;
 - o that the staff alone evaluates through due process charges that any of its members have acted irresponsibly.
- that the newspaper must be open to, but not limited to, all students;

- that the newspaper must provide a forum for the free exchange of ideas and opinions among, but not limited to, students;
- that the newspaper has the right to prohibit publication of materials that it deems to be sexist, racist or homophobic, or that contravenes the Canadian laws on libel or hate literature; and
- that the student press have the responsibility to provide a forum for and respect the free exchange of ideas and opinions.

Minority Language Rights

The Union recognises access to education and services in one's language of origin as a right.

The Union supports:

- accessibility of education and services in the original language of both Anglophones and Francophones;
- accessibility of education and services in the original language of people whose language of origin is neither English nor French; and
- the creation and maintenance of quality, publicly funded service to provide for Language Signe du Québec/American Sign Language availability for deaf and hard of hearing students.

People with Disabilities

Policy

The Union declares that:

1. all students with disabilities have the right to equal access, equal treatment, and freedom from discrimination in post-secondary institutions; and
2. all people with disabilities have the right to equal access, to equal treatment in, and freedom from discrimination in employment, housing, and provision of public services.

The Union supports:

1. accessible and therefore free public transportation systems for people with disabilities which, wherever possible, are integrated with existing public transportation systems; and
2. publicly funded home care for people with disabilities, which provides a stable working relationship between the caregiver and the person with disability.

Public Transportation

Policy

The Union supports:

- the establishment of accessible and affordable municipal and inter-municipal public transportation for all post-secondary students regardless of age and status;
- long-term sustainable federal funding for repairing existing services and expanding transit networks; and
- the creation of a national urban transit strategy by the federal government, in conjunction with provincial governments and municipalities, that includes permanent, long-term funding dedicated to urban transit.

The Union opposes:

- government cutbacks to funding for public transportation;
- the lease or sale of public transportation systems to private operators; and
- the establishment of private, for-profit municipal and inter-municipal mass-transit services in communities where public transit systems do not exist.

Racism

Preamble

Race is a social construct that is not based on biologically determined differences between people. Racism may include but is not limited to the following forms:

- “individual racism”, which is a manifestation of an individual’s attitudes and behaviours;
- “systemic racism”, which consists of policies and practices of organisations that directly or indirectly operate to sustain the advantages of peoples of certain “social races”, and which is more difficult to address because it is implicit in the policies of organisations and often unconscious; and
- “cultural racism”, the basis of both other forms of racism, which is the value system embedded in society, and which supports and allows discriminatory actions based on perceptions of racial difference and cultural superiority/inferiority.

Racialisation is the attribution of characteristics to an individual or group based on beliefs about biological traits stemming from ethnicity.

The inherent racist orientation of post-secondary institutions in classroom environments impedes learning and perpetuates alienation for all students and hinders the full participation of students of colour and Aboriginal students.

Policy

The Union is opposed to the marginalisation and oppression of people based on racialised characteristics.

The Union challenges racist post-secondary institution curricula, campus environments, and pedagogical technique.

The Union acknowledges and promotes learning environments that critically analyse racialized practices.

Religious Freedom

Preamble

Section two of the Canadian Charter of Rights and Freedoms affords all people of Canada the right to freedom of conscience and religion. Section three of the Quebec Charter of Human Rights and Freedoms also affords that everyone is entitled to the fundamental freedom of religion.

In addition, Section 15 of the Canadian Charter of Rights and Freedoms, Section 10 of the Quebec Charter of Human Rights and Freedoms, and provisions of the Canadian Human Rights Act provide that all people shall be free from discrimination on the basis of their religion.

Policy

The Union supports universities and colleges offering courses on religious understanding and freedom

The Union supports programming that is religiously, spiritually and culturally sensitive during all activities, especially frosh and orientation activities

Religious/Spiritually-Sensitive Food Options

The Union supports food options that are inclusive of all religious, spiritual and cultural dietary needs at campus dining establishments.

The Union supports the rights of Indigenous students, staff, and faculty to have outside foods brought in that are not accessible within the institution in traditional ceremonial practices, including but not limited to smudging, and pipe ceremonies;

Religious/Spiritual Holidays

The Union supports the consideration of religious/spiritual holidays in academic scheduling.

The Union supports academic amnesty being given to students for reasons of religious/spiritual holidays.

The Union opposes academic or non academic penalties imposed for religious observances.

Campus Prayer Space

The Union supports the right of students to have access to multi-faith prayer space on campus that is stable, accessible, adequate, and respectful to the religious needs of all students.

Rights

Workers' Rights

Policy

The Union recognises the common interests that often make students and workers political allies. As disrupting production is an effective weapon for workers against social injustice, the Union recognises that job actions such as work slow downs/stoppages or strikes, are a fundamental part of the struggle for socio-economic justice.

The Union supports, worker decisions to make their demands in the form of a strike, be it legal or not.

In the event of a strike, on a campus or otherwise, this support may include, but not be limited to: picket support, direct solidarity actions, education, publicity and financial support, from all appropriate levels of the Union.

Safety on Campus

Policy

The Union supports the implementation of safety measures including, but not limited to safety workshops, external lighting, and walk-home programs on all Canadian campuses.

The Union opposes the distribution or sale of any item marketed and/or packaged as a personal security device, because of the false sense of security they engender.

Sexual Harassment

Preamble

Sexual harassment is defined as unwanted sexual attention, sexual solicitation or other sexually oriented remarks or behaviour; sexual harassment may be psychological or physical in nature. One incident, or the aggregation of a series of incidents, may constitute sexual harassment.

Sexual harassment may include, but is not limited to, the following:

- unwanted sexual attention or solicitation which has the effect of interfering with an individual's work or participation, or which creates a negative emotional or psychological environment for work or participation within the Union;
 - o For example: remarks, jokes or innuendoes about a person's body, attire, age, marital status, gender, sexuality, sexual orientation, perceived sexual orientation or perceived gender orientation;
- an implied or expressed threat of reprisal for refusal to comply with a sexually oriented request; or
- the implied or expressed promise of reward for complying with a sexually oriented request.

Although sexual harassment typically involves a person in a superior position as the initiator, it is recognised that people in subordinate or equal positions may also be initiators.

Although sexual harassment is generally directed towards women, both men and women can be harassed by members of either sex.

Policy

The Union does not tolerate sexual harassment or harassment of any form.

Sexual Orientation

Policy

The Union shall engage in various campaigns to work for equality for queer students.

The Union recognises the fluidity of sexuality and rejects the constructed categorisations of both gender and sex which have been imposed by heterosexist culture.

The Union also recognises that the identities which are designated do not adequately represent the diversity of the community.

The Union supports amendments to any Human Rights legislation that proposes the inclusion of sexual orientation as an area of prohibited grounds for discrimination.

The Union supports the right of students, regardless of sexual orientation, to associate in a manner consistent with principles they themselves establish, as opposed to principles established by outside bodies.

The Union supports the autonomy of campus community radio in its right to queer content in its programming.

Discrimination

The Union supports the inclusion of sexual orientation as prohibited grounds for discrimination in organisations, businesses, and governments; and in all areas of academic life.

The Union opposes discrimination against queer faculty, including denial of tenure on the basis of sexual orientation;

The Union urges post-secondary institution administrations to work with queer students, faculty and staff to provide workshops dealing with unlearning and eliminating transphobia, biphobia, lesbophobia, homophobia, and heterosexism.

The Union supports an ongoing commitment to anti-oppression campaigns specific to queer people, including but not limited to 'Days Against Hate'.

Declaration of Student Rights: Queer Students

The Union declares that all queer students have the right to:

1. free and open life, as full and equal participants in society;

2. equal access to, equal treatment in, and freedom from harassment in all aspects of post- secondary education, employment, provision of public services, and housing;
3. organise on campus, regardless of sexual orientation, in a manner consistent with self- determined principles as opposed to externally imposed principles, and with equal access to funding, space, facilities and resources on campuses;
4. access to programs and curricula dealing with, and including fair and honest treatment of content related to, queer people, such as but not limited to, history, sociology, culture, sexuality, psychology, politics, and legal status;
5. access to resources which assist in the healthy development of a positive individual, community, and societal self-image, including professional services provided by queer professionals, or professionals specialising in the provision of services to queer clients, in a receptive and positive environment; and
6. recognition including, but not limited to, legal recognition of same sex relationships including marriage and its associated benefits in the eyes of the law and society, including custody or adoption of children on an equal basis with heterosexual people.

Homophobia and Heterosexism

The Union recognises that homophobia and heterosexism in all their forms, including personal, institutional and cultural, create an environment on campuses which presents a barrier to access.

The Union recognises that a homophobic climate and homophobic violence create a hostile environment on campuses, which fosters homophobic violence, and which is a deterrent to accessible education.

The Union recognises that heterosexism creates a climate which fosters transphobic, biphobic, lesbophobic, homophobic violence, compounded and intensified in the case of people of colour, people with disabilities, aboriginal people, women, and other historically marginalised people.

The Union opposes homophobic violence which it recognises as a hate crime.

Solidarity

Policy

The Union encourages students to work in solidarity with members of the post-secondary educational community.

The Union opposes penalties imposed upon members of the post-secondary educational community for respecting picket lines.

The Union condemns post-secondary institutions refusing to give academic amnesty to students for political motives.

Student Employment

Preamble

As tuition fees have been allowed to increase, access to post-secondary education has become more and more limited. In contrast to the past, students are no longer able to pay for their education by working full-time at minimum wage over the summer. Currently, many students across Canada are required to work several part-time jobs throughout the academic term in order to pay for their education. Those students who are fortunate enough to find employment, are rarely able to do so in a field that is related to their studies and many are faced with low wages and poor working environments that offer few benefits and sometimes unsafe conditions.

Where limited government funding does exist to promote student employment, such programs are restricted to domestic students and exclude international and non-status students. Furthermore, many students who are working in unpaid work placements or internships are not eligible for worker's compensation or Employment Insurance.

These issues leave many students economically disadvantaged, unable to afford their studies and vulnerable to exploitation in the labour force.

Policy

The Union supports:

- the right of all people, including students, to meaningful employment and equal pay for equal work;
- the creation of meaningful employment opportunities for students that complement their field of study;
- the right of international students to work off campus;
- government funded student employment programmes, including summer employment programmes, that are accessible to full and part-time students, regardless of their citizenship status or immigration status;
- the eligibility of students who have completed an unpaid work placement or internship for Employment Insurance;
- the coverage of all student employment under the standards set out in the Employment Standard Act;
- a provincial minimum wage that provides a living wage and ensures that no working person is living below the poverty line;
- student employment programmes that pay wages above the provincial minimum wage;
- freedom from discrimination in employment as set out by provincial Human Rights Commissions; and
- access to employment programmes aimed at creating equal opportunities for students living with disabilities.

The Union opposes:

- labour without financial compensation, as part of the post secondary education curriculum;
- the use of government funding schemes, like work-study, that exploit student labour to displace full-time unionised or permanent positions;
- discrimination in employment against students on the basis of type of study;
- discrimination in employment against any people, including students, on the basis of citizenship or immigration status;
- the exclusion of students from eligibility for government funded employment programmes based on their type of study, citizenship, or immigration status;
- legislation or policy that prevents students from working full time based on citizenship;
- guidelines or policies restricting the number of hours students are permitted to seek, in particular as this applies to graduate students; and
- any other forms of discrimination in employment.

Sustainable Campuses

Preamble

The general public, and students in particular, are increasingly calling for stronger environmental regulations and initiatives. Properly maintaining campus green space and aging infrastructure along with the implementation of new, efficient equipment and technology are important components to sustainable campuses.

Ultimately government is responsible for establishing environmental standards for public institutions and meeting those standards with public funds. Therefore students should not be forced to pay for environmental upgrades through additional user or ancillary fees.

Policy

Policy

The Union supports:

- funding from government for the purpose of campus greening and the development of sustainable infrastructure at public universities, colleges, and institutes;
- zero emissions standards for all new buildings built on campuses; and
- student and community input in developing campus-level environmental enhancements and priorities.

The Union opposes additional fees' being charged to students in order to fund environmental upgrades and campus greening projects.

Technology

Preamble

The Union recognises that the use of technology in all aspects of students life profoundly affects the student-teacher and student-student interaction of academic programs, the atmosphere of the institution, and the power structure within it.

Policy

The Union supports the use of technology when it encourages critical thinking, accessibility, and empowerment of students.

The Union opposes:

- the use of technology as a substitute for classroom and student-teacher interaction;
- the introduction of new technology solely as a solution to the under-funding of education; and
- the use of technology by administration as a basis for limiting, rather than enhancing how academic programs and student services are delivered

Transgendered, Transsexual and Intersexed Students

Policy

The Union recognises the need for health services that are inclusive to transgendered, transsexual, and intersexed peoples.

The Union supports research, education and training pertaining to transgendered, transsexual and intersexed issues, available services for transgendered, transsexual, and intersexed peoples and an end to discrimination against transgendered, transsexual, and intersexed peoples.

Unionisation and Student Employees

Policy

The Union believes that unionisation and collective bargaining are fundamental rights of workers.

Students are employed at post-secondary institutions in a variety of ways. In this employment, students make a significant contribution to the life and purpose of the institution. None of this employment should be considered to be subsidy, scholarship, or student assistance. Regardless of the source of funds for the wages of these employees, the Union asserts that students retain their right to collective bargaining and unionisation.

The Union recognises that unions are also important partners in the fight for an accessible, quality post-secondary education system. In particular, unions of student employees work to:

- put limits on tutorial, lab, and class sizes;
- ensure that student employees are paid a fair wage and are not subjected to unreasonable workloads, allowing them to complete their degrees in a reasonable time without incurring large debts;
- fight against the implementation of technological replacements for academic labour;
 - o For example, tutorials via teleconferencing instead of with instructors.
- ensure that conditions of employment do not compromise academic standing;
- protect employees from harassment and discrimination; and
- establish solidarity with other unions.

Violence

Policy

The Union recognises that oppressive violence is a destructive presence that affects all peoples

The Union denounces all acts of oppressive violence, encourages awareness of its varied effects and recognises the right of all people to live in a violence-free environment.

Water

Preamble

Water, like education, is a public right, not a privilege. The treatment of water as a commodity that can be sold poses the risk of potentially denying access to this life sustaining resource. It is a common responsibility of all people and governments to ensure that water is used sensibly to minimise negative environmental impacts and guarantee the free and universal access to clean drinking water into the future.

However, most city water in Canada is much more highly regulated and monitored for quality than bottled water. In addition, public water systems are the most responsible mechanism for ensuring that water is accessible.

Mass production of bottled water has negative environmental impacts due to the creation of landfills full of empty bottles and plastic leaching toxins endangering the surrounding environment and communities and posing hazardous risks.

Bottled water is one of the key products being promoted in the public school system and on college and university campuses across the country. Beverage exclusivity contracts on campuses are the marketing tool of choice for water bottling companies to guarantee access to the student and youth market.

Private beverage companies are engaged in aggressive marketing campaigns claiming that bottled water is the only safe source of drinking water available and creating a culture of dependence and reliance on private water sources that undermine public confidence in public water systems.

Buying bottled water sends a powerful message to our elected leaders that there is little need to maintain and improve Canada's water infrastructure.

Bottled Water

Policy

The Union supports:

- public ownership of natural water sources;
- adequate funding for clean and accessible public water systems;
- public drinking fountains in spaces and public buildings, including college and university campuses;

- enforced government regulations to establish standards and guidelines for public water systems that set international standards;
- government initiatives to clean up polluted water sources;
- bottled water bans for all events held by municipal, provincial or federal governments or public institutions;
- adequate funding and support for clean and accessible water systems nationwide; and
- container deposit laws and other effective ways of cutting down the amount of bottles piling up in landfills and polluting the environment.

The Union opposes:

- the use of bottled water where safe drinking water is available;
- advertising of bottled water;
- the privatisation of natural water sources and water services;
- bulk water imports and exports;
- water takings by bottled water corporations of public water and public water sources;
- any change to public policy that serves the private and commercial interests of bottled water companies instead of the public interest;
- government under-funding of public water systems and water testing programmes;
- the allocation, sale or lease of land or natural resources by any level of government to bottled water companies; and
- national or international trade agreements that limit or undermine Canada's ability to regulate and protect public water systems.

Women Students' Issues

Policy

The Union believes that women students have the right to:

1. freedom of choice of lifestyle, employment, and education as full and equal participants in Canada's and Québec's society;
2. access post-secondary education;
3. employment, and the right to equal opportunity of employment with equal pay for work of equal value;
4. access to full, government subsidised, quality daycare, provided by adequately trained and paid child care workers, since access to education is limited by a lack thereof;
5. financial student assistance programs which meet the needs of full-time students, part-time students, and single parents, the majority of whom are women, and which does not require dependence on their parents or spouse;
6. concrete programs for re-entry of women into post-secondary education, to aid women in overcoming the barriers of interrupted studies and inadequate backgrounds;
7. academic counselling which informs women of all educational and employment opportunities available, in order to actively combat the streaming of women into traditional fields;
8. organise as women, since women's organisations within the student movement are necessary to actively raise the issues faced by women students, to provide a place for all women to develop organisational and political skills, and to provide a forum where all women can develop a sense of unity and co-operation;
9. a student organisation which recognises, promotes and funds a women's organisation on campus to facilitate involvement in women's issues;

10. an education through non-sexist instruction, textbooks and materials, recognising that some literature and materials must be viewed relative to their historical or social context but that all instruction, contemporary textbooks and materials should be free of sexual stereotyping and discrimination;
11. an educational environment free of advertisements, entertainment programming and/or materials which promote violence against women, sexual stereotyping and/or discrimination;
12. government funded women's studies courses in post-secondary educational institutions;
13. control their own bodies, including but not limited to:
 - a. access to safe, reliable birth control and family planning information and the right of choice in the method;
 - b. free accessible abortion upon demand;
 - c. access to quality health services and counselling which meet the needs of women students and respect a woman's control of her body;
 - d. access to a full range of options and to be able to freely exercise whatever decision she makes in the case of pregnancy;
 - e. freedom of expression of sexual orientation;
 - f. freedom from sexual assault and all other forms of violence; and
 - g. the right to an educational environment free of sexual harassment; and;
14. effective, legal, and academic grievance procedures recognised by students, faculty, and support staff.



AGENDA ITEM 4.5. – Ratification of the Policy on Land Recognition

Submitted by: Director of Internal Affairs and Advocacy and Treasurer

Subject and background: The Union did not have a Land Recognition Policy. The Executive Committee decided to mandate a Special-Committee composed of Executives and Indigenous students to develop a Land Recognition Policy to be applied throughout the Union. We would like to thank the DSU's Indigenous Councillor Jordan Lee Jerome-Pitre for his guidance and help as an integral member of the committee. This policy was developed in the hopes of duly recognizing that the traditional and unceded Indigenous Lands on which operates the DSU.

Action: Ratification

Proposed Resolution: Be it resolved that the Union Policy on Land Recognition adopted unanimously by the Executive Committee on Aprils 26 2021, be ratified.



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POLICY ON LAND RECOGNITION

Adopted by the Executive Committee on: 2021-04-26

Ratified at the Winter 2021 General Assembly on:

1. BACKGROUND

The Dawson Student Union is committed to recognizing that the land and waters on which it operates are the territory which is the unceded traditional territory of the Kanien'kehá:ka (*gah-nyen--geh-hah-gah*). This land has also served as a gathering place for Abenaki, Anishinaabe and other nations. We recognize and respect the Kanien'kehá:ka as the traditional custodians of the lands and waters on which we meet today. Tiohtià:ke/Montréal is home to a diverse Indigenous population and the Dawson Student Union respects the continued connections with the past, present and future in our ongoing relationships with Indigenous peoples within the Montréal community and other communities across Canada.

This Policy is the first step to making the Union inclusive and open to the Indigenous Community while acknowledging the land and waters on which it conducts its activities. The Dawson Student Union will continue to fight for equality and justice for Indigenous students and the Indigenous Community at large.

2. SCOPE

2.1. Application

This Policy shall apply to:

- a. Directors, Councillors, Officers, Elected Representatives, Employees and other business operations of the Union.
- b. Activities and events hosted or promoted by the Union.
- c. Written or graphic material, which is published, distributed or endorsed by the Union.
- d. Services that fall onto the Union's mandate.
- e. Any other individuals, student groups or events relating to the Union's activities

3. DEFINITIONS

- 3.1. "Indigenous" shall mean a person who self-identifies as First Nations (status or non-status), Inuit, Metis, American Indian, Alaskan Natives and Native Hawaiians.

- 3.2. “Indigenous Community”** shall mean a group of Indigenous people with shared background and/or interests including, but not limited to, reserves, non-status communities, urban Indigenous communities or community groups.
- 3.3. “Member”** shall mean all students of Dawson College, including Full-Time and Part-Time Students.
- 3.4. “Student Groups”** shall mean any student-run organization accredited in accordance with the Union’s Standing Regulations.
- 3.5. “Union”** shall mean the Dawson Student Union.

4. IMPLEMENTATION

4.1. Communications

At a minimum, all communications sent to Members or the public such as letters or electronic mail shall bear as a header, footer or signature:

The Dawson Student Union conducts its activities on land which is the unceded traditional territory of the Kanien'kehá:ka.

4.2. Official Documents

At a minimum, all official documents that are published publicly or letters and electronic mail shall bear as a header, footer or signature:

The Dawson Student Union conducts its activities on land which is the unceded traditional territory of the Kanien'kehá:ka.

Alternatively, one may use the full version of the land acknowledgement if deemed necessary:

The Dawson Student Union conducts its activities on land which is the unceded traditional territory of the Kanien'kehá:ka (gah-nyen--geh-hah-gah). This land has also served as a gathering place for Abenaki, Anishinaabe and other nations. We recognize and respect the Kanien'kehá:ka as the traditional custodians of the lands and waters on which we meet today. Tiohtià:ke/Montréal is home to a diverse Indigenous population and the Dawson Student Union respects the continued connections with the past, present and future in our ongoing relationships with Indigenous peoples within the Montréal community and other communities across Canada.

4.3. General Assemblies

All General Assemblies shall begin with this land acknowledgement statement or a similar statement recognizing the traditional unceded Indigenous territory on which the Union's operates:

The Dawson Student Union conducts its activities on land which is the unceded traditional territory of the Kanien'kehá:ka (gah-nyen--geh-hah-gah). This land has also served as a gathering place for Abenaki, Anishinaabe and other nations. We recognize and respect the Kanien'kehá:ka as the traditional custodians of the lands and waters on which we meet today. Tiohtià:ke/Montréal is home to a diverse Indigenous population and the Dawson Student Union respects the continued connections with the past, present and future in our ongoing relationships with Indigenous peoples within the Montréal community and other communities across Canada.

5. ENFORCEMENT

The Director of Internal Affairs and Advocacy and Advocacy of the Union shall be responsible for the enforcement of this Policy.

If at any point, the Union or any of its officials or members or have or are seen to be disregarding this policy, discussions with affected parties must be held on how to rectify the situation and on appropriate amends to be made.

6. REPORTING

The Director of Internal Affairs and Advocacy of the Union shall report to the Student Council once (1) a year regarding the enforcement of this Policy.



AGENDA ITEM 5.1. – Adoption of the Position on In-Person Final Exams

Submitted by: Student Councillor for Sciences (Inès Lamothe-Katrapani) | [@h](#) | 7

Subject and background: In mid April, the Union consulted its membership under recommendation of the Student Council concerning the student body's opinion on in-person final exams at Dawson. Over the course of a week, over 4000 students answered the survey with more than 88% being against having in-person finals at Dawson. Based on this survey, the DSU's Special-Committee on the matter drafted a position which they would like the Union to take.

Action: Adoption

Proposed Resolution: Be it resolved that the Assembly adopts the position on in-person final exams.



CONNECT • SUPPORT • INSPIRE

DSU Position on the Winter 2021 In-Person Exams at Dawson College Presented at the Winter 2021 General Assembly of the Dawson Student Union

REMINDING that Covid-19 cases nationwide have been on a significant rise in the past months, with 80.9% of confirmed cases suspected to be variant cases **(1)**;

HIGHLIGHTING that there is still uncertainty and ambiguity around the contamination rates and dangers of these various variants, especially on younger people;

CONSIDERING the Greater Montreal area is currently a Covid-19 red-zone, the highest level alert set by the Quebec ministry of health **(2)**;

HIGHLIGHTING that people between the age of 20 and 29 have seen the greatest increase of overall Covid-19 cases in Montreal over the past 2 weeks, with 806 new cases **(3)**;

CONSIDERING that up to a quarter of the population does not self-isolate even when having the virus or suspecting of having it **(4)**;

REMINDING that students lack sleep at the end of the semester which can have a negative impact on one's immune system;

HIGHLIGHTING that students are already stressed when being evaluated for finals and that being in-person could potentially cause more significant degrees of stress due to the higher risk of contracting the virus;

CONSIDERING students are already stressed by the overall Covid-19 pandemic, with 63% of Canadians between the age of 18 and 34 reporting increased stress and anxiety (data from February 2021) **(5)**;

CONSIDERING that stress and anxiety can impede on one's quality of thinking **(6)** and therefore, students' overall academic performance;

CONSIDERING that these exams would be worth 50% of students' grade, it is crucial that students take these in an environment where they feel safe rather than anxious;

CONSIDERING that Academic Integrity has been taken into consideration by the College and its faculty when designing online exams thus far;

HIGHLIGHTING that Academic Integrity should not be more important than students' health;

CONSIDERING the majority of exams thus far have taken place online and that it is crucial for the sake of consistency that these exams continue to take place online;

CONSIDERING a majority of students take public transportation to travel to school and that using such a service increases the risk of contracting the virus;

CONSIDERING that some students may be more at risk if we consider auto-immune diseases or may put their family members and those around them in danger;

RECOGNIZING that a survey conducted on the entire student body reported that 77.27% of respondents with scheduled in-person exams believe these should be online instead **(7)**;

RESPECTING the majority of respondents' concerns with in-person exams;

DENOUNCING the College's attempt to hire students as cleaning staff during exam period which would in turn put their health at even more risk;

HIGHLIGHTING that, by expressing the need for more staff during exam period, the College demonstrates that it does not have the capacity to hold these in-person exams in accordance with current health safety measures;

BE IT RESOLVED that the Dawson Student Union take a firm position against in-person final exams for the winter 2021 semester;

BE IT FURTHER RESOLVED that the Dawson Student Union supports the following: that online final exams be common across departments/courses and be worth as much as if they were in-person; that, in addition to their regular front camera, students be required to have a side-camera and keep their microphones open for the duration of the exam;

REMINDING that this position is supported by the Dawson Student Union's membership **(7)**.

**This Resolution was written by Inès Lamothe-Katrapani, Kevin Contant-Holowatyj and Leana Ramirez based on a motion that was passed at a regular meeting of the Special Committee of In-Person Final Exams on the 26th of April 2021 and approved for presentation at the Winter 2021 General Assembly by the Executive Committee on the same day.

- (1) <https://montreal.ctvnews.ca/covid-19-hospitalizations-in-quebec-drop-by-over-20-as-1-106-more-positive-cases-reported-1.5400872>
- (2) <https://www.quebec.ca/sante/problemes-de-sante/a-z/coronavirus-2019/systeme-alertes-regionales-et-intervention-graduelle/palier-4-alerte-maximale-zone-rouge>
- (3) <https://santemontreal.qc.ca/en/public/coronavirus-covid-19/situation-of-the-coronavirus-covid-19-in-montreal/#c46934>
- (4) <https://www.concordia.ca/news/stories/2020/09/15/global-covid-19-study-finds-a-strong-link-between-health-messaging-and-behaviour.html?c=/coronavirus>
- (5) <https://www.ipsos.com/en-ca/covid-continues-take-heavy-toll-canadians-mental-health>
- (6) <https://www.mcgill.ca/newsroom/channels/news/experts-covid-19-309919>
- (7) According to a survey that was sent out to the DSU's membership on April 22nd and that received over 5000 signatures