



**Kwantlen Student Association  
Richmond Campus Council Meeting Agenda**

**Monday, Aug. 27 @ 6:30 p.m.  
Richmond KSA Lounge**

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- A. Introductory Procedures**
  - 1. Call to Order
  - 2. Confirmation of Chair
  - 3. Adoption of Agenda
- B. Membership**
  - 1. Introduction
  - 2. New Members
  - 3. Declaration of Vacancies
- C. Presentations to Council**
- D. Approval of Minutes**
- E. Unfinished Business of the Previous Richmond Campus Council Meeting**
- F. Richmond Campus Council Reports and Motions**
  - 1. Director of RCC – DJ Lam – Appendix 1 – Pages 2-3
  - 2. Richmond Campus Council Representative – Stephanie Little
  - 3. Richmond Campus Council Representative – Hayley Oldham
  - 4. Richmond Campus Council Representative – Johnny Woo – Appendix 2 – Page 4
  - 5. Richmond Campus Council Officer – Balpreet Athwal
  - 6. Richmond Campus Council Officer – Reena Bali – Appendix 3 – Pages 5-7
  - 7. Richmond Campus Council Officer - Vick Gill
- G. Other Business**
  - 1. Welcome Week notes via ECC from Reena Bali – Appendix 4 – Page 8
- H. Submissions**
- I. Next Meeting**
- J. Adjournment**

## **Kwantlen University College Student Association Richmond Campus** **Council Meeting Report**

**Item:** Richmond Campus Director's Report  
**Prepared by:** DJ Lam

### **Campaigns, Events and Activities Update**

Director (Richmond) will communicate with the General Manager, Desmond Rodenbour, Wednesday, Aug. 29, 2007 in a general review of Campus Council operations in the association (with regard to its operations only, not its decision-making authority, ability and action).

Welcome Week is being actively planned by Director (Events and Student Life) Sara-Lynn Pelegrin.

Lam received (July) the RCC offices inventory from elected-official, Hayley Oldham. It will be forwarded (finalized) to the association's head office in Surrey and deposited locally.

### **Executive, Liaison and Other Meetings Update**

Lam attended Council and SIAC meetings in July and August. For meetings he was unable to attend due to other work commitments, he provided proxies and regrets, respectively.

Lam twice communicated in-person with Director (Operations), Mat Huff, regarding Richmond Campus Council security concerns (e.g. re: the store room cabinet). He also relayed Xbox security concerns to the association's technical advisor.

With regard to Operations, Lam also provided help with the agenda process, providing art and editing.

Lam worked with Commercial Services Manager, Catherine Wilkinson, in July to provide writing and editing help with café marketing.

Lam also attended a July ECC meeting and provided his regrets in August.

With the General Manager, Desmond Rodenbour, Lam has addressed the following issues:

- Primary Appointments Committee summer meeting(s).
- Professional development forwarding from RCC2007:05-04:11-12 & 14-15.
- Fridge(s) and pool table issues.
- The Richmond offices key/access situation (July).
- Richmond sustainability co-ordination between its Sustainability Officer (RCC2007-05-04:10) and the General Manager.

Lam met with Director (Surrey) in July regarding several inter-campus activities and issues (e.g. condom purchase, furniture upgrades, equipment review, et cetera).

Lam is co-ordinating Council's Ad-hoc bylaws and (et cetera) reform committee. A finalized meeting schedule and advanced timetable will be released presently.

Lam provided notes for the institution's SPI Committee's final draft report as the association's representative. The committee will produce recommendations for Kwantlen's new goals and strategies in medium and long-term mandates.

For information only: as part of the institution's Academic Appeals Committee (Richmond Campus), Lam reviewed and heard grade appeals in July and August.

### **For the Good of the Order and Other Campus Concerns**

Director (Richmond) was injured in a motor vehicle accident July 22 while working his second job in Abbotsford. After telephone consultations with the General Manager, Desmond Rodenbour, Lam was cleared by physician after two weeks to return to light duties as both a freelance reporter and Director (Richmond). He returned to his full-time freelance reporting agreement with the Richmond News, and will complete such work on Aug. 31. Injury, even with subsequent physiotherapy, has precluded Lam from carrying out a full-range of work activities.

As outlined in the previous Director's report, office clean-up must occur. Summer downtime has led to rotating vacations and leave, which has left RCC bereft of elected-official help during August.

Nevertheless, work must now be completed post-haste in several areas, both new and as outlined previously in reports, namely: office and storeroom cleanup (RCC), Council decisions (e.g. "Plan-D"), and committee work (e.g. transit surveys).

Campus office security concerns still need to be addressed by Director (Richmond).

An oversight by Director (Richmond) has failed to create responsive action regarding RCC motion RCC2007-05-04:16 (café concerns to Council for action). This will be rectified at the next Council meeting in the Richmond Campus Report.

**Kwantlen University College Student Association Richmond Campus**  
**Council Meeting Report**

Report by: Johnny Woo, Richmond Campus Representative  
Date: August 27, 2007

**Campaigns, Events and Activities Update**

Unfortunately, due to my new career, I haven't been able to do much for RCC for the summer. However, I'm willing to take a day off for the Richmond Welcome Back day.

It appears that there are many old food spoils left from the Canada Day event, I'll see if I can clean them up tonight.

**Executive, Liaison and Other Meetings Update**

Nothing new to report.

**For the Good of the Order and Other Campus Concerns**

I've just been submitting my proxy for the Council meeting over the summer. Hope all is well.

## **Kwantlen University College Student Association Richmond Campus** **Council Meeting Report**

Report by: Reena Bali, Richmond Campus Officer  
Date: August 27, 2007

### **My office hours were spent:**

1. Item One. Removing Junk and organizing the bulletins
2. Item Two. Cleaning up around the KSA
3. Item Three: Helping newly enrolled Kwantlen students around and educating them about the KSA
4. Item Four: Answering any questions students have and I have had a lot of interaction with students, teachers and security.
5. Item Five: Managing phone calls
6. Item Six: Cleaned up the white board and made a "To-Do List"
7. Item Seven: Helped Emily remove locks and clear the contents in the lockers
8. Item Eight: Getting all the Plan D posters up and finding out what exactly all that is about through Emily and Laura.
9. Item Nine: Talking to David Ross and Sara-Lynn and figuring out what is happening for Welcome Week and what will be going on in Richmond so the result of that was getting a Planning Tool for Welcome Week → Completing that
10. Item Ten: Working on two letters, one regarding the Cafeteria's hours of operations (for which I have to wait till the first week of September in order to compile accurate statistics for what time more classes are) also our cafeteria's more expensive than Surrey, and the second is regarding the third floor and I am planning to get a measure of the heat up there. (Both inspired by Desmond)
11. Item Eleven: Attending the most recent council and siac meeting and now I am Laura and Trevor's Richmond contact 😊
12. Item Twelve: Helping analyze transit surveys

### **Executive, Liaison and Other Meetings Update**

I have attended **Council and SIAC** meetings on Wednesday, August 22, 2007.

*Summary of Council Meeting:*

*Here are the significant resolutions that passed on Wednesday's meeting of Council by Titus:*

*1. Queer Scholarship Established*

*"Resolved, That the KSA creates the 'Pride Kwantlen Scholarship' in the amount of \$500 for the purposes of assisting queer students in their education;*

*"Resolved, That the KSA grants the scholarships to one student per academic year based on the following criteria:*

*(a) That the application deadline for the scholarship be set at September 31st, and*

*(b) That candidates must identify as queer, and*

*(c) That candidates submit a 500 word essay describing their need for such a scholarship and why they are deserving of it; and,*

*"Resolved, That the money come from the 'Other Bursary Disbursements' line item"*

*2. Concerns Regarding Certain Liaisons (Steve Lee sent out an email in which I believe the message was that the proper actions were not taken by council about this matter)*

*"Resolved, That the Chairperson draft a letter to Manwinder Pannu, Jenny Li, and Harjit Dhesi regarding the motion submitted for their removal at the August 22, 2007 meeting of Council; and,*

*"Resolved, That the named Liaisons be required to deliver a report to the next meeting of Council on the projects that they have been working on since their election"*

*3. Welcome Week*

*"Resolved, That the Events and Communication Committee be granted the authority to redirect the funds allocated in the line items 'Rally Car,' 'Swollen Members,' and 'Alcohol' in motion*

*COUNCIL:2007-05-09:22b towards other Welcome Week expenses"*

*4. Plan D Budget (Steve Lee I think is wanting to change this)*

*"Resolved, That Council amend the Budget as follows:*

*- the 'Student Employees (Campus Councils / Liaisons)' line item is reduced by \$16,000;*

*- the 'Promotional Products' line item is reduced by \$5,000;*

*- the 'Other Events & Campaigns' line item is reduced by \$4,000;*

*"Resolved, That a new line item be created entitled 'Plan D,' with a budget of \$25,000, spending authority being the Director of External Affairs; and*

*"Resolved, That in the event that 2007 Activity Fee revenues exceed \$1,300,000, the preceding line items be restored to their former amounts"*

*5. Relocation of the Social Justice Centre and Surrey Campus Council space*

*"Resolved, That Surrey Campus Council be moved into room G1225 and the Social Justice Centre be moved to the front desk area"*

*[Note: the Regulations, s. II, art. 3 was suspended for the purpose of this motion]*

*6. Reimbursement of Steve Lee for the Purchase of a Movie*

*"Resolved, That Steve Lee be reimbursed \$7.90 for the purchase of the 'Better Than Chocolate' movie, from the Queer Liaison budget"*

*7. Purchase of Pride Kwantlen T-Shirts*

*"Resolved, That \$210 be appropriated from the Queer Liaison budget for the purchase of Pride Kwantlen T-Shirts"*

*At the end of the meeting, Robert Mumford tendered his resignation, which included a written statement. The meeting of Council lost quorum after his departure, so Council was unable to accept his resignation.*

### **For the Good of the Order and Other Campus Concerns**

1. Item One. I need someone who will commit to being on the Plan D table for welcome week on September 17<sup>th</sup>. I would also like to know what exactly you need to do in order to buy BBQ Food for welcome week and if maybe Hayley or anybody else will come with me otherwise just let me know what exactly to do and Harj will assist me. Go over KSA Planning Tool for Welcome Week before faxing it over to Surrey.
2. Item Two. I am not sure if I need a motion for this, but I would like to get a thermometer (a cheap one) to measure the heat on the third floor, or if some has one or can do it for me that would be great. If that can not be expensed I move that we move a motion to have some money in order to purchase a thermometer.
3. Item Three: There are orientations going on this week for new students and Harj and I need some help with the Plan D campaign. Also, for the first week of school as well.
4. Item Four: Emily really needs our help to analyze the transit surveys because we need to get them to Laura no later than the first week of September!

## **Richmond Campus Council Submission (Presentation)**

### **Submitted by Reena Bali: KSA PLANNING TOOL FOR WELCOME WEEK**

I need someone who will commit to being on the Plan D table for welcome week on September 17<sup>th</sup>. I would also like to know what exactly you need to do in order to buy BBQ Food for welcome week and if maybe Hayley or anybody else will come with me otherwise just let me know what exactly to do and Harj will assist me. Go over KSA Planning Tool for Welcome Week before faxing it over to Surrey.