



Kwantlen Student Association

Richmond Campus Council Meeting Agenda

**Friday, September 9, 2005 @ 11:00 am
Richmond Campus Meeting Room, Room 1260**

A.	Introductory Procedures	11:00
	1. Call to Order	
	2. Confirmation of Chair	
	3. Confirmation of Recorder	
	4. Adoption of Agenda	
B.	Membership	
	1. Introductions	
	2. New Members	
	3. Declaration of Vacancies	
C.	Approval of Minutes	
	BIRT RCC approve the August 12, 2005 minutes as posted online.	
D.	Presentations to Richmond Campus Council	
	1. Introduction to Bulletin Board Maintenance	11:15
E.	Unfinished Business of the Previous Campus Council Meeting	
	1. Fulfillment of Procedure 4.10 – Communicating with Groups (No. 1 – page 2)	11:30
	2. Recommendation to Council: Committee Selection (No. 2 – page 3)	11:37
F.	Other Business – Including Notice of Motions	
	1. Budget Update (No. 3 – pages 4-7)	11:45
	2. Welcome Days – Wednesday, September 14, 2005	11:50
	3. Fall Meeting Schedule (No. 4 – page 8)	12:00
	4. In-Camera Issues	12:10
G.	Previous and Upcoming KSA Council Meeting Review	
H.	Richmond Campus Council Director’s Report (No. 5 – pages 9-11)	12:40
I.	Campus Council Member Reports, Motions & Log Book Review	
	1. RCC Staff Rep – Kayce Hopwood (No Report Received)	12:50
	2. RCC Staff Rep – Kulvir Gil (No Report Received – 4 th meeting in a row)	
	3. RCC Rep – Harvey Mann (No Report Received – 7 th meeting in a row)	
	4. RCC Rep – Johnny Woo (No. 7 – page 12)	
	5. RCC Officer – Samantha Blied (No. 8 – page 13)	
	6. RCC Officer – Cassandra Dieudonne (No. 9 – page 14)	
	7. RCC Officer – Rumin Mann (No Report Received)	
J.	Submissions	13:10
	1. Letter Received from Student Ashveen Koonja (No. 10 – page 15)	
	2. Harassment, Discrimination and Treatment of Others REPOST (No. 11 – page 16)	
K.	Next Regular Meeting – Friday, September 23, 2005 @ 11:00 am	
	Note: <u>Agenda items & reports due to Steve on Tuesday, September 20, 2005 @ Noon</u>	
L.	Adjournment	13:15



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Attachment 1, Item E.1. – Fulfillment of Procedure 4.10: Communicating with Groups

Time: 11:30 – 11:37 pm (7 minutes)

On June 3, 2005 and on July 15, 2005 we re-evaluated who was appointed to communicate with on-campus groups, as follows

- ii. Athletics & Recreation – Kulvir
- iii. Campus Specific Programs Unique to the Richmond Campus – Samantha
- iv. On-Campus Department Meetings – Steve
- v. Clubs / Commissions of the First Year Experience Program and the Kwantlen Student Association – Steve / Kayce
- vi. Kwantlen University College's Committee for Diversity, Inclusion and Action – Steve / Rumin
- vii. The Language Buddy Program and the International Students of Richmond Campus – Johnny
- viii. The Library, the Learning Center, and Counseling & Advising – Kayce
- ix. Volunteers – Steve / Robert / Cassandra

Harvey has still not been appointed to help communicate with any on-campus group.



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Attachment 2, Item E.2. – Recommendation to Council: Committee Membership
Time: 11:37 – 11:45 pm (8 minutes)

1. COMMITTEE MEMBERSHIP...

We need to finish forming recommendations regarding who would like to be on which committees. Final motions for who will be on what committees will be going to the next meeting of Council.

For the July 15, 2005 meeting, I re-attached information on the different Executive Board positions and their committees as presented in the Bylaws and Regulations, as follows:

1. Executive Board Duties – Bylaw Article 10 (Pg. 6)
2. KSA Regulations – Re: Committees – Section IV: Committees of Council (Pg. 6 -7)
3. Director of Operations Portfolio - KSA Bylaws & Regulations (Pg. 8) - Johnny
4. Director of Finance Portfolio – KSA Bylaws & Regulations (Pg. 9) - Kulvir
5. Director of External Affairs Portfolio – KSA Bylaws & Regulations (Pg. 10) -
6. Director of Events & Student Life – KSA Bylaws & Regulations (Pg. 11) - Steve
7. Director of Academic Affairs – KSA Bylaws & Regulations (Pg. 12) - Kayce
8. KSA Regulations – Re: Liaisons (Pg. 13 - 14)

To save trees and disk-space online, I'm not reattaching the information as this information has been distributed before – I had attached this very page to the last meeting agenda, but again, we were missing people - Harvey still needs to indicate which committee he would like to work with.

2. LIAISON COMMUNICATION...

I'd also like each of us to volunteer and liaise with the liaisons:

1. Mature Students Liaison -
2. LGBT (Lesbian, Gay, Bisexual & Transgendered) Liaison – Steve
3. Women's Liaison –
4. International Students Liaison – Johnny
5. Students of Color Liaison – Johnny
6. Disabilities Liaison -
7. Aboriginal / First Nations Liaison -

This has been on past agendas and everyone was asked to consider which liaison they would like to keep in touch with. Again, the purpose of keeping in touch with liaisons is to see where RCC can help them out. Attending their meetings isn't always required as it would be for the other on-campus groups. It's more informal communication but hopefully communication that will help the KSA run smoothly.



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Attachment 3, Item F.1. – Budget Update

Time: 11:45 – 11:50 pm (5 minutes)

Attached is our budget to-date, for your information.

REVISED 2005 Summer & Fall Semester Budget (May - December, 2005)
Approved on JULY 15, 2005

Corrected Balance Forward, RCC Budget (as of May 1, 2005) 2339.44

Available Funding & Revenue Projections	Projected	To Date	Remaining	Percent to Budget	
Summer Funding Allocation (\$2,339.44 * 0.20)	450	450	0	100.000%	
Summer Event - BBQ Donations Revenue (\$50 @ 1 BBQ)	50	80.25	30.25	160.500%	Turned In
Summer Event - Chiappas Show Revenue (June 2, 6 @ \$7 each)	42	56	14	133.333%	Turned In
Summer Event - Car Wash Revenue (\$40 * 3 washes)	120	0	-120	0.000%	
Summer Event - Ice Cream & Candy Fair Fundraiser Revenue (\$40 @ 3 events)	120	636.74	516.74	530.617%	Turned In
Summer Event - Pancake Breakfast Revenue (\$3 / serving @ 40 servings)	120	56.98	-63.02	47.483%	Turned In
Summer Event - Canada Day Sign-Ups (2 Companies @ \$50 each)	100	0	-100	0.000%	
Summer Event - Canada Day Pub Night Ticket Sales (June 29, 0 @ \$5 each)	0	0	0		
Summer Event - End of Term Pub Night Ticket Sales (August 5, 45 @ \$5 each)	225	50	-175	22.222%	Turned In
Summer Event - Bottle Drive	40	0	-40	0.000%	
Fall Funding Allocation (Remainder - \$2,339.44 - 450)	1889.44	1889.44	0	100.000%	
Fall Event - Welcome Week Pub Night Ticket Sales (September, 25 @ \$5 each)	125	0	-125	0.000%	
Fall Event - "I Don't Understand Women" Revenue (November 16, 95 @ \$7 eac)	665	0	-665	0.000%	
Fall Event - Career Fair Signups (October 12, 5 Companies @ \$75 Each)	375	0	-375	0.000%	
Fall Event - Halloween @ Wild Coyote (October 31, 100 Tickets @ \$10 each)	1000	0	-1000	0.000%	
Fall Event - End of Term Pub Night Ticket Sales (December, 30 @ \$5 each)	150	0	-150	0.000%	
Reversal of Spring Color Printer Purchase	512.98	512.98	0	100.000%	
	5984.42	3732.39	-2252.03	62.368%	

Summer Revenue Projection Needed to Balance	817	879.97	62.97	107.707%
Fall Revenue Projection Needed to Balance	2315	0	-2315	
TOTAL REVENUE PROJECTION NEEDED TO BALANCE IN 2005	3132			

0

Expenses

Summer Event Expense - Chiappas Show (includes \$400 downpayment)	1,200	1,200	0	100.000%
Summer Event Expense - Staging Rental for Chiappas	337.44	337.44	0	100.000%
Steamcleaner Rental for Lounge	175	0	-175	0.000%
Foosball Repairs	50	0	-50	0.000%
Storage & Shelving Costs Expense	104.37	104.37	0	100.000%
Summer Event Expense - Advertising (Posters & Leaflets)	215	202.36	-12.64	94.121%
Summer Event Expense - Candy & Ice Cream Purchase	340	443.73	103.73	130.509%
Summer Event Expense - Canada Day BBQ	210	133.02	-76.98	63.343%
Summer Event Expense - Appetizers @ Pub Nights	100	50	-50	50.000%
Summer Event Expense - August Orientations (BBQ?)	200	0	-200	0.000%
Fall Event Expense - Advertising Posters & Leaflets	414.19	0	-414.19	0.000%
Fall Event Expense - Norman Nawrocki Sex-Ed Show	1,500	0	-1500	0.000%
Fall Event Expense - Condoms & Fruit for Norman Nawrocki Sex-Ed Show	90	0	-90	0.000%
Fall Event Expense - Dinner for Norman Nawrocki Sex-Ed Show Volunteers	100	0	-100	0.000%
Bluelite Entertainment - Halloween Organizers (they take a percentage of door)	0	0	0	
Fall Event Expenses - Career Fair / Drug Fair / Sex Fair Expenses	200	0	-200	0.000%
Fall Event Expense - Holiday Lounge Get-Together for Volunteers	150	0	-150	0.000%
Poker Table Supplies Expense	475	421.83	-53.17	88.806%
Contingency **	123.42	47	-76.42	38.081%
	5984.42	2939.75	-3044.67	49.123%

KSA Richmond Campus Council - 2005 BUDGET ACTIVITY WORKSHEET

Jan 1 Base Budget, January 2005 **\$6,900**

December Budget Activity to Move from 2005 Budget		Released	Earned	Spent	Balance
Dec 17	EXPENSE - SLIPKNOT Deposit	500		500	
Dec 17	EXPENSE - Chiapas Deposit	400		400	
Dec 17	EXPENSE - One Man Star Wars Deposit (Charles Ross)	400		400	
Total Spent in December out of 2005 Budget				800	
Total Earned in December towards 2005 Budget				0	
BALANCE FORWARD to January					6100

January Budget Activity		Released	Earned	Spent	Balance
Jan	No Activity				
Total Spent in January				0	
BALANCE FORWARD to February					6100

February Budget Activity		Released	Earned	Spent	Balance
Feb 2	REVENUE - Welcome Week BBQ for Tsunami Relief		189.44		
Feb 11	REVERSAL of ONE MAN STAR WARS DEPOSIT (Charles Ross)		400		
Feb 11	EXPENSE - Foosball Repair Labour (\$9.50 * 2 hours)	19		19	
Feb 11	EXPENSE - 2nd SLIPKNOT Deposit	400		400	
Feb 11	EXPENSE - ROWE EVENTS Staging Rental	337.44		337.44	
Feb 11	EXPENSE - Karoke Machine	510		510	
Feb 11	EXPENSE - Desktop Publishing & Laminating	310.76		276.27	
Feb 11	EXPENSE - 2nd BBQ	150		150	
Feb 25	REVENUE - 2nd BBQ		86.66		
Feb 25	EXPENSE - Further BBQ Expenses	18.62		18.62	
Feb 25	EXPENSE - Shelving & Storage Supplies	97.54		97.54	
Feb 25	EXPENSE - Desktop Publishing & Laminating	72.74		72.74	
Feb 25	EXPENSE - Color Printer	512.98		512.98	
Feb 25	EXPENSE - VHS VCR	182.33		139.92	
Feb 25	EXPENSE - Money Released for Tsunami Relief	389.44		389.44	
Total Spent in February				2923.95	
Total Earned in February				676.3	
BALANCE FORWARD to March					3852.35

March Budget Activity		Released	Earned	Spent	Balance
March 11	EXPENSE - Remaining Slipknot Funds	1105		1105	
March 11	REVERSAL of 2nd Slipknot Deposit		400		
March 25	REVENUE - Slipknot Ticket Sales (3 @ \$7)		31		
March 25	EXPENSE - ROWE EVENTS Staging Rental	371.64		371.64	
Total Spent in March				1476.64	
Total Earned in March				431	
BALANCE FORWARD to April					2806.71

April Budget Activity		Released	Earned	Spent	Balance
April	EXPENSE - Langley Pub Night (Moved by Main Council)	125		125	
April 8	EXPENSE - Bunnies for Prizes	200		115.14	
April 8	EXPENSE - Foosball Table Acquisition	100		100	
April 8	EXPENSE - Foosball Table Repair Parts	78.17		78.17	
April 8	EXPENSE - Foosball Table Labour (\$9.50 * 2 hours)	19		19	
April 8	EXPENSE - Cookies for Facilities, Bookstore, etc.	25		19.96	
Total Spent in April				457.27	
Total Earned in April				0	
BALANCE FORWARD to June (No activity in May)					2349.44

June Budget Activity		Released	Earned	Spent	Balance
June 3	EXPENSE - Candy Fair Items	340		423.2	
June 3	EXPENSE - Summer Advertising	202.36		202.36	
June 3	EXPENSE - 6 Foosballs	6.68		6.68	
June 3	EXPENSE - Remaining Chiapas Funds	800		800	
June 3	EXPENSE - ROWE EVENTS Staging Rental	337.44		337.44	
June 3	EXPENSE - Orientation Lunch	47		47	
June 17	EXPENSE - Shelving & Storage Supplies	104.37		104.37	
June 21	REVENUE - Pancake Breakfast		56.98		
June 29	REVENUE - BBQ Donations		86.25		
Total Spent in June				1921.05	
Total Earned in June				143.23	
BALANCE FORWARD to July					571.62

July Budget Activity		Released	Earned	Spent	Balance
July 15	EXPENSE - Canada Day Expenses (Food, Prizes, Decorations)	133.02		133.02	
July 15	REVERSAL of Color Printer Purchase		512.98		
July 15	EXPENSE - Poker Tables & Supplies	475		421.83	
Total Spent in July				554.85	
Total Earned in July				512.98	
BALANCE FORWARD to August					529.75

August Budget Activity		Released	Earned	Spent	Balance
August 5	REVENUE - Pancake Breakfast Donations & Candy Sale Funds		412		
August 5	REVENUE - Pub Night Ticket Sales (10 @ \$5)		50		
August 5	EXPENSE - Pub Night Appetizers	48.15		48.15	
August 12	EXPENSE - Foosball Table Parts	50		43.54	
August 12	EXPENSE - Candy Sale Fundraiser			103.73	
August 17	REVENUE - Candy Sale Fundraiser		157.5		
August 17	REVENUE - Chiapas Ticket Sales		56		
August 19	REVENUE - Candy Sale Fundraiser		118.72		
Total Spent in August				195.42	
Total Earned in August				794.22	
BALANCE FORWARD to September					1128.55



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Attachment 4, Item F.3. – Fall Meeting Schedule

Time: 12:00 – 12:10 pm (10 minutes)

As per PROCEDURE 1.02, I am required to develop a meeting schedule for the entire semester as based on everyone’s schedules and availability. After consulting with all of you in December I developed the draft schedule, which I e-mailed to RCC members in early January.

I received no negative feedback in regards to this schedule, and as such, I asked Erin Minor to book us space to hold the meetings every other Friday, at 11am. We have the space each time until 6pm, in case we want to have a longer meeting than usual. The schedule is as follows:

Meeting Date	Room	Agenda Items Due
Friday, September 23, 2005	TBA	Tuesday, September 20, 2005
Friday, October 7, 2005	TBA	Tuesday, October 4, 2005
Friday, October 21, 2005	TBA	Tuesday, October 18, 2005
Friday, November 4, 2005	TBA	Tuesday, November 1, 2005
Friday, November 18, 2005	TBA	Tuesday, November 15, 2005
Friday, December 2, 2005	TBA	Tuesday, November 29, 2005
Friday, December 16, 2005	TBA	Tuesday, December 13, 2005
Friday, January 13, 2006	TBA	Tuesday, January 10, 2006

As per PROCEDURE 1.02 this schedule is to be presented at an official meeting of RCC and adopted by RCC through a 2/3rds Motion. As such, I recommend we move the following motion:

**THAT RCC adopt the Spring 2005 meeting schedule as distributed.
(REQUIRES 2/3rds)**

This schedule is going to be posted online, and 11 by 17 posters will be made of the same sheet and posted on KSA information boards and in the lounges.



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Attachment 6, Item H. - Richmond Campus Director's Report (Steve Lee)

Time: 12:40 – 12:50 pm (10 minutes)

Campaigns, Events and Activities Update

Here's what I've been working on....

A. ADVOCACY

1. Updating petitions for use in fall / spring 2005 – 06.
2. Will be meeting with Barry from Facilities within the next week to finalize plans for installation of brochure wall in lounge. Once that is up we can have posted our policies and brochures about KSA as well as our affiliations and support with other non-profit groups.

B. EVENTS...

1. Mainly worked on Welcome Week planning. Developed a very comprehensive plan with many different options based on my past experience working as a staff person in the KSA on the events portfolio. This plan, which included a complete budget, seems to have been outright rejected. The budget was divided up by Joey simply by allocating a few thousand dollars to each campus council. As such, there isn't enough for any big things from Partyworks, but we should be able to get food and a Henna artist (or something similar). Hopefully we will have some organizations on campus. In the end though, I'm giving up on Welcome Week being nothing more than just a good BBQ in favour of concentrating on finishing work and getting you guys working next week on our upcoming fairs, etc.
2. Going to local businesses kinda stalled when my Mom went in for surgery. I haven't even had a chance to call back some of the organizations I was going to call back. So I'd like to setup an attack plan so we can get out to more businesses in the weeks to come so we can get more free stuff to give to students at upcoming events and also get people involved in our upcoming fairs. We've gotten some contacts for career fair this way so that's good – we just have to get out to more businesses and do follow-up!
3. I still have not heard back from Aaron or Joey on the film license. As you know, I reported the following at the August 12, 2005 meeting:

"I've prepared a draft-screening schedule of movies for fall, dependent upon acquiring the feature film license. If this license is not going to be purchased then the money moved from each Campus Council budget and liaison budget and the Welcome Week budget and the campaigns for campuses budget should be put back to those areas. I have forwarded to Takhar information on the licence, including revised FTE numbers as per the University College's Audited Enrollment Statements for the year ending March 31, 2005 (the original quotes were based on FTE as at March 31, 2004). FTE is down, so this

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<http://www.yourksa.ca/>

lowers the cost of the license by about \$450. Stafford and I are really going to lobby hard over the next week to get the executive to sign off on this and get it in place for September 1st, 2005. If they won't do it at all, then I want the money put back in all the places it came from including Richmond's budget (\$500 came from our budget to go towards it)."

4. I have also not heard back in regards to the staging proposal, which Aaron said he had passed onto Joey for review.

"I have also not heard back in regards to the staging and whether or not the \$10,000 moved for it in January was still there. I told Takhar on Friday, when I gave him a copy of the proposal, that it may cost a few thousand more as they have to modify it and it's been awhile since I've spoken with them. He didn't sound negative to it and said he'd look it over and get back to me this week but I haven't heard from him yet."

5. Me, Johnny and Ivan cleaned the BBQs – they still could be cleaner, but they are WAY better than they were. We need to buy some BBQ degreaser to help finish the job, which I may do this week.
6. I'll have ads printed within the week for our fall line up of stuff. I plan on spending about \$100 to get some ads printed, and will get some printed in Surrey as well.
7. I still don't have the information finalized regarding the spring show – haven't heard back from the magician yet. Hope to within the next week.
8. Did up the September events calendar and hung in entrance to lounge.

C. OPERATIONS / SERVICES

1. Will be going around to organize the boards – hopefully with help from Cassandra and Ivan and other people after today's meeting.
 - i. Work on compiling the VIEWPOINT SATISFACTION SURVEY as well as the PERFORMANCE REVIEW SURVEYS stalled, but I've gotten back to it and hope to have a report on the results for next meeting. Hope to be able to have a handout regarding the VIEWPOINT SATISFACTION SURVEYS by Friday's meeting. I have still not yet received surveys from Johnny, Kulvir or Cassandra. PLEASE GET THEM DONE ASAP – It's been 7 weeks since they were distributed to you.
2. We have orientation binders, which I will distribute at the meeting.
3. I'm still collecting data about other student union websites. I'm not sure changing our website name to "myksa.ca" is the best thing in the world, and I'm working on a report about my concerns in that area.
4. I'm still collecting data on elected official wages and student union budgets in BC, as I feel the increase that the executive board have granted themselves is ridiculously high for our student association and its budget. Stafford and I are splitting this work, so we can contact more schools together and quicker and have a nice report done within the next two weeks.
5. I haven't really updated the tracking schedule. I will have updated it by next meeting. In the interest of keeping the report short, I didn't include the older copy.

Executive, Liaison & Other Meetings Update

A. Council

- I am not in favour of the EGM because we have not seen what changes EBOD wants to make. I don't like going into a meeting blind.
- I don't like the fact that we are proposing to dramatically increase fees for students, especially when there seems to be no plan on how this money would be used in the long run.
- I don't like how control of budget was passed to EBOD. Why bother having Council anymore? Why bother having things like checks & balances?

B. Events & Communications Committee

- We met a few times in August but we haven't really met as a cohesive, complete group since August 20th. It's too bad because I helped develop a kick-ass plan for it based on input from many people including Arka, Stafford, Johnny, Laura, Ivan and others.
- Council approved the regulation changes to add 4 student-at-large positions back on to the committee, one from each campus.
- Council also approved to change the name back to the SEACA acronym, only this time it won't be: "Student Events and Campus Affairs" but it will be "Student Events and Communication Activities" Committee. The pros offered for changing it to this were that it sounds native, keeping it in spirit with the name of Kwantlen itself and with other committees (like SIAC – Student Issues & Action Committee); it puts the word student back into it as students should be the driving force of the KSA and having it in the name reminds us that these are STUDENT Events and Students we are communicating to. Finally, we have a very cool logo for SEACA as brought in by a past Events Director, as follows....



The pros offered last year to change to ECC was that nothing regarding communication was in the old SEACA name and the new name does address that concern.

- I passed on information regarding the fairs we are organizing and asked the campus directors to let me know if they wanted to do similar fairs by Tuesday. That way, if they do want to, we can amend the invite form.
- My idea for allowing campus councils and liaisons to invite organizations and non-profits was passed by Council as well as the idea to allow those groups to get 55% of the funds the KSA receives for any group they sign up. I'm not sure it was implemented well though, but it should provide good groundwork for the future.

For the Good of the Order and Other Campus Concerns

I'm concerned with the lack of respect people seem to be showing each other as well as students. It has me stressed out. If at the very least, you are incapable of being nice to people because of some personal reason, then don't do it because of the personal reasons, do it because the by-laws say you have to respect people.



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Attachment 7, Item I.4. - RCC Representative Report – Johnny Woo
Time for all Reports: 12:50 – 13:10 pm (20 minutes)

Campaigns, Events and Activities Update

Soliciting for Donations and Participation from Local Merchants

On Saturday August 13, the Car Wash was cancelled by the administration without reasonable explanation. Instead, Steve, Cassandra, Ivan, and I went to Richmond Centre and handed out letters to various merchants, disseminating information about the KSA and the activities in the upcoming year. We talked to different store managers, invited them to come to our various events throughout the year and asked them to donate anything for the students (and at the same time, allowed them to promote their products and services).

We're targeting different merchants and hopefully specific merchants will attend specific events (e.g. outdoor gear stores participating in the environmental fair). So if anyone calls the office, please be polite and offer as much information as you can (if not, forward them to Steve).

BBQ Cleaning

Last week, Steve, Ivan and I cleaned out the BBQs.

Executive, Liaison & Other Meetings Update

International Students BBQ

Lisa McIntosh asked Steve and I to help out with a BBQ coming up next Friday, September 16th from approximately Noon – 2pm. They also asked to borrow our BBQs as ours are in better shape than Surrey's and so we are arranging to transport them to Surrey for that day. We should work hard to communicate with various on-campus groups as that helps us spread the word about what we are doing.

For the Good of the Order and Other Campus Concerns

Posters

For now, I think we can forgive people who have not had their books-for-sale poster stamped (and to an extent, people offering room and board). We should put up a sign about this and the grace period will end on middle of September, say the 15th; then all notices will be cleared and orders of the board are re-instated.



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Attachment 8, Item I.5. - RCC Officer Report – Samantha Bliet
Time for all Reports: 12:50 – 13:10 pm (20 minutes)

Campaigns, Events and Activities Update

My hours are non-existent at the moment because I am at home in bed with severe kidney infection since last week Friday... I know I have been really sick lately and totally non-existent but... I am slowly recovering. Unfortunately, I will not be able to attend the meeting.

Campaign is coming along great policies are almost completed. I haven't attended any meetings.

I should be recovered in 10 days.

Executive, Liaison & Other Meetings Update

Nothing new to report.

For the Good of the Order and Other Campus Concerns

I feel we need to improve RCC.



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Attachment 9, Item I.6. - RCC Officer Report – Cassandra Dieudonne

Time for all Reports: 12:50 – 13:10 pm (20 minutes)

Campaigns, Events and Activities Update

Nothing to report except that i attended the end of the student orientation last Tuesday since I was at work and I left early. Everything was good and "happenin" in the student lounge there was karaoke and foosball the lounge was full.

I talked to Steve about organizing regular Karaoke in the lounge this fall, on Mondays during my hours and maybe at other times too.

Executive, Liaison & Other Meetings Update

Nothing new to report.

For the Good of the Order and Other Campus Concerns

Nothing new to report.



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Attachment 10, Item J. 1. Submission – Letter Received from Student Ashveen Koonja

From Ashveen Koonja Thu Sep 8 12:43:57 2005

To All Members of KSA Richmond Campus Council,

My name is Ashveen Koonja and I am a full-time student at Kwantlen University College. I used to work for the KSA in the past and my experience working for them was a positive one. I never had any complaints against any of my fellow colleagues at any time during my term. However, I would like to bring to the attention of the current members of the Richmond Campus Council about an incident that happened to me on Tuesday September 6, 2005 at about 6.45 pm in the KSA Lounge on the Richmond Campus.

I had a class in Richmond on that night and as it was the first day of class, I came to the KSA office and asked for a KSA dayplanner (agenda) from one of the officers who was on duty at that time. I was told his name is Kulvir Gill. So I asked him if I can have a dayplanner and he replied me in a sarcastic way that the printing office was broken down and that the printing plant is situated in New Orleans in the US. He thought I was making fun there so he was being sarcastic to me. Moreover, when I tried to tell him that I was not joking here and that I am here to inquire about the agenda he told me that I was being rude to him and that I should calm myself down. At that time there were two other members of the Richmond Campus Council who were also present in the office and lounge and they were witnesses of that particular incident = Johnny Woo and Cassandra Dieudonne were there as they were doing their office hours. Furthermore, Kulvir Gill also made some personal comments about myself and another current member of the Board of Directors of the KSA, which I really did not appreciate at all.

As a student at Kwantlen, I feel disgusted by the actions of Kulvir Gill on that night towards me. Like any other students, I came with the intention of getting an agenda for myself but instead I was involved in a verbal confrontation with a staff representative of the KSA. I would like to request the Richmond Campus Council to discipline Kulvir Gill about this incident that happened to me on Tuesday night. I feel that his way of talking to me was not professional at all and to me this behaviour is unacceptable. I do not encourage the KSA to have these type of people to work for the benefits of students. I would appreciate if appropriate disciplinary actions be taken against him and also make sure that these kind of incidents do not happen in the future to me and to any other students at Kwantlen. The KSA should be a place where students rights and interests are respected. I would also like to recommend that this incident be included in the minutes of the meeting where this issue will be discussed and also include in the minutes the appropriate actions that will be taken against Kulvir Gill.

I would like to thank all members of Richmond Campus Council for their attention to this matter and I would like to receive a follow up about the progress of this incident.

Ashveen Koonja

<Address & Contact Information was given – but withheld in letter for his privacy>

Kwantlen Student Association

<http://www.yourksa.ca/>



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

Friday, September 9, 2005

Attachment 10, Item J. 2. Submission – Harassment, Discrimination and Treatment of Others REPOST

This issue was raised in July at both the KSA Council and RCC. In July, I sent out the following e-mail, included below, which was also attached as a submission to either a late July or early August agenda of the KSA Council.

“Steven H. Lee, Richmond Campus Director

June 26, 2005

Dear Members of KSA Council,

I've asked that Mohammad post this as a submission to Council, by attaching it under submissions to the next agenda of the KSA Council. It was e-mailed to members of Council on June 26, 2005 and was written further to the issue I rose at Council on Friday, July 22, 2005. I sent it out via e-mail and by attaching it to the agenda because not everyone was in attendance at that meeting.

It is in regards to the jokes regarding myself and fellow Richmond Representative Johnny Woo being called "Groper" and "Roper" as well as the spreading or joking regarding innuendo and rumour.

What began as an in-joke among a small group of people (and I'm just as guilty as many others are of this behaviour) has grown out of control and has become offensive to myself and Mr. Woo and may have unsoundly tarnished our character; and from this point forward we do not wish to see these kinds of joke occurring anymore – not about us or anyone else.

As I noted on Friday, the KSA Bylaws, under Article 1(3) states: “The Society recognizes the equality of all people and shall not discriminate on the basis of, but not limited to race, religion, gender, sexual orientation, nationality, language or socio-economic status.”

We all work in an organization that is supposed to represent and fight for student rights and respect among equals.

I would further ask that if you hear anyone making these kind of jokes about anyone – we have a right not to participate in those kinds of jokes and have the power to say “hey guys, that's not appropriate – we shouldn't joke that way.”

We in Richmond are not going to joke this way anymore about each other or anyone else and I would hope all members of Council and the KSA can have the self-respect and personal responsibility and will to do the same. I strongly believe that no one in the KSA should feel uncomfortable about working with anyone else here. If there has been anyone who has been hurt

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by Mr. Woo, or myself I apologize. And I hope that anyone who has participated in the above could do the same towards us.

I have known Mr. Woo for many years, and I can attest that he is of the utmost character – a hard worker, who cares about students and Kwantlen, a caring and fun individual.

And I'm proud to say that I've also had the pleasure of getting to know many of the people working in the KSA over the years and I have the utmost respect for everyone here and consider many of you to be my friends. So I know we all can act mature and still have fun without that fun being at the expense of others.

Should this kind of behavior continue, action will be taken by filing complaints with the General Manager under the KSA's Safe & Healthy Workplace Procedure, and / or the Ombudsperson. Further to that, action can be taken within the University College under Policy C.21. Student Conduct as well as outside the University College under the BC Human Rights Commission, the Employment Standards Act or even Civilly in a Court of Law for, but not limited to, liable and defamation of character.

Respectfully submitted,

- Steven Lee, Richmond Campus Director"