

# AGENDA

Douglas Students' Union Annual General Meeting  
Thursday, January 30, 2025, 10:30AM • N2201

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## CALL TO ORDER –

### 1. ACKNOWLEDGEMENT OF TERRITORY

The Chair will acknowledge the traditional territory of the Coast Salish peoples.

### 2. RATIFICATION OF MEETING CHAIRPERSON

#### AGM-2025-N00 MOTION

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Be it resolved that Cole Reinbold be ratified as the meeting chairperson.

### 3. ADOPTION OF THE AGENDA

#### AGM-2025-N00 MOTION

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Be it resolved that the agenda be adopted.

### 4. ADOPTION OF THE MINUTES

#### AGM-2025-N00 MOTION

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Be it resolved that the 2024 annual general meeting minutes be adopted.

### 5. BYLAW AMENDMENTS FOR CONSIDERATION

#### 5.1 Proposal to create uniformity in language for Constituency Representatives in Bylaw VI

#### AGM-2025-N00 MOTION

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Whereas the current language in Bylaw VI describes the eligibility for the election of Board of Directors for Constituency Representatives;

Whereas current language in Bylaw VI for Constituency Representatives is not uniform in the descriptions for eligibility;

Whereas Constituency Representatives are uniform positions in their job descriptions for their individual constituents; therefore,

Be it resolved that Bylaw VI, Article 4, clause f, g, h, and I be amended to read as follows:

f. Indigenous Students' Representative

Only those members who identify as being Indigenous shall be eligible to run for the Indigenous Students' Representative.

g. Accessibility Representative

Only those members who identify as having accessibility needs shall be eligible to run for the Accessibility Representative.

h. Pride Representative

Only those members who identify as being LGBTQIA2S+ shall be eligible to run for the Pride Representative.

i. Women Students' Representative

Only those members who identify as being a woman shall be eligible to run for the Women's Student Representative.

**5.2 Proposal to update election eligibility requirements for the Director of Membership Development in Bylaw VI**

**AGM-2025-N00 MOTION**

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Whereas departments and programs often offer course selections at both campuses;

Whereas courses are not always offered at both campuses every semester;

Whereas there is a reduced amount of courses offered in the summer semester at both campuses;

Whereas certain programs do not offer courses during the summer semester;

Whereas the current language in the Bylaws requires the Director of Membership Development to be enrolled in one course per semester at the Coquitlam Campus;

Whereas current language does not specify whether a candidate is required to be enrolled at the Coquitlam campus during the election period; therefore,

Be it resolved that Bylaw VI, Article 4, clause j be amended to read as follows:

j. Director of Membership Development

Only members taking a minimum of one (1) course per academic year, once elected, at the Coquitlam Campus shall be eligible to seek election for this position.

**5.3 Proposal to update Bylaw VIII to include requirements for Directors to sit on the newly created Social Justice Working Group**

**AGM-2025-N00 MOTION**

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Whereas the Douglas Students' Union created a new Social Justice Working Group to address Social Justice initiatives and issues facing its members;

Whereas the bylaws set out the Duties and Responsibilities of individual members of the Board of Directors;

Whereas the Social Justice Working Group in policy sets out the membership of the Working Group and includes a diverse membership of Directors and general members; therefore,

Be it resolved that Bylaw VIII, Article 1, 4, 6, 7, 8, 9, and 10 be amended to read as follows:

**1. Director of External Relations**

The Director of External Relations shall:

- a. be responsible for keeping the Board of Directors informed of issues arising off campus which pertain to the activities of the Students' Union;

- b. jointly with other members of the Board of Directors and staff, articulate the Students' Union's policies and positions on various issues to members, coalition partners, other organizations, government representatives and the media;
- c. act as a liaison between the Students' Union and external organizations;
- d. oversee and help coordinate the campaigns work of the Students' Union;
- e. jointly with the Federation Executive Representative, ensure local implementation of Federation campaigns;
- f. assist Constituency Representative members of the Board of Directors with advocacy work related to their respective portfolios;
- g. sit on the Social Justice Working Group;
- h. assist with government relations work of the Students' Union; and
- i. shall perform other duties as assigned by the Board of Directors.

**4. Director of College Relations**

The Director of College Relations shall:

- a. be responsible for keeping the Board of Directors informed of issues arising within the College which pertain to the activities of the Students' Union or the well-being of students;
- b. coordinate Union representation on all College committees;
- c. ensure that the Students' Union's positions are articulated to the College's Education Council, Board of Governors, senior management group, and appropriate sub-committees thereof;
- d. assist in supporting the Students' Union's ombudsperson service, and ensure that student appeal committee positions are appropriately filled at all times;
- e. ensure that the Board of Directors is appropriately informed of academic governance and post-secondary education governance issues occurring provincially, nationally and globally that could affect the education delivered at Douglas College; and
- f. sit on the Social Justice Working Group;
- g. shall perform other duties as assigned by the Board of Directors

**6. Campus Representatives**

The Campus Representatives shall:

- a. assist the Executive directors in fulfilling their duties,
- b. assist with the implementation of campaigns, events, and membership awareness initiatives;
- c. regularly promote the work of the Students' Union to members across all programs and campuses by resourcing information tables and participating in membership outreach work during new student orientation, campus-wide events, and Students' Union events;
- d. assist with volunteer training;

- e. sit on at least one (1) sub-committee or working group of the Board of Directors;
- f. complete the functions assigned to their respective Campus Representative portfolio per Bylaw IX; and
- g. perform other duties as assigned by the Board of Directors.

**7. Women Students' Representative**

The Women's Students' Representative shall:

- a. present a women's/feminist perspective to the Board of Directors and ensure that the Board of Directors is informed about women's and gender issues, specifically those relating to Douglas College;
- b. sit on the Social Justice Working Group;
- c. sit on at least one (1) additional sub-committee of the Board of Directors;
- d. organize and coordinate the work of the Women Students' Collective, including organizing Collective events, implementing Collective campaigns, and acting as a liaison between the Collective and the Board of Directors;
- e. regularly aid in the implementation of campaigns and events of the Students' Union; and
- f. perform such other duties as assigned by the Board of Directors.

**8. Indigenous Students' Representative**

The Indigenous Students' Representative shall:

- a. present an Indigenous perspective to the Board of Directors and ensure that the Board of Directors is informed about Indigenous issues, specifically those relating to Douglas College;
- b. sit on the Social Justice Working Group;
- c. sit on at least one (1) additional sub-committee of the Board of Directors;
- d. organize and coordinate the work of the Indigenous Students' Collective, including organizing Collective events, implementing Collective campaigns, and acting as a liaison between the Collective and the Board of Directors;
- e. regularly aid in the implementation of campaigns and events of the Students' Union; and
- f. perform such other duties as may be assigned by the Board of Directors.

**9. Pride Representative**

The Pride Representative shall:

- a. present the perspective of a diversity of gender and sexuality constructions and/or orientations to the Board of Directors and ensure that the Board of Directors is informed about gender and sexuality issues, specifically those relating to Douglas College;
- b. sit on the Social Justice Working Group;
- c. sit on at least one (1) additional sub-committee of the Board of Directors;

- d. organize and coordinate the work of the Pride Collective, including organizing Collective events, implementing Collective campaigns, and acting as a liaison between the Collective and the Board of Directors;
- e. regularly aid in the implementation of campaigns and events of the Students' Union; and
- f. perform such other duties as may be assigned by the Board of Directors.

**10. Accessibility Representative**

The Accessibility Representative shall:

- a. present the perspective of people living with disabilities to the Board of Directors and ensure that the Board of Directors is informed about ability issues, specifically those relating to Douglas College;
- b. sit on the Social Justice Working Group;
- c. sit on at least one (1) additional sub-committee of the Board of Directors;
- d. organize and coordinate the work of the Accessibility Collective, including organizing Collective events, implementing Collective campaigns, and acting as a liaison between the Collective and the Board of Directors;
- e. regularly aid in the implementation of campaigns and events of the Students' Union; and
- f. perform such other duties as may be assigned by the Board of Directors.

**5.4 Proposal to update Bylaw IX to include requirements of one (1) Campus Representative to be elected to the Social Justice Working Group****AGM-2025-N00 MOTION**

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Whereas the Campus Representatives fulfill portfolio positions that support Committees and Working Groups of the Students' Union;

Whereas each Campus Representative is currently appointed to one (1) Committee or Working Group;

Whereas there are six (6) Campus Representative positions with allocations of four (4) for the New Westminster Campus and two (2);

Whereas there are currently six portfolios in bylaws for the 6 Campus Representative positions;

Whereas Campus Representatives are appointed to the portfolios based on their interests and skills;

Whereas the Social Justice Working Group portfolio would constitute an additional portfolio available for Campus Representatives; therefore,

Be it resolved that Bylaw IX, Article 6, clause (g) be amended to read as follows:

**6. Campus Representatives**

Coquitlam Campus Representatives and New Westminster Campus Representatives respectively shall be appointed to fulfill the portfolios outlined herein. Only those representing each respective campus may fulfill a portfolio associated with that particular campus.

In addition to the portfolios below, one (1) Campus Representative shall sit as members of the Social Justice Working Group, which will be appointed by the board of directors

g. Campus Representative – Social Justice

The Campus Representative – Social Justice shall:

- i. sit as a member of the Social Justice Working Group; and
- ii. jointly with the Director of College and External Relations and the chair of the Social Justice Working Group, implement the directives of the Social Justice Working Group and Board of Directors by assisting with equity-based campaigns and initiatives of the working group and other such Students' Union work.

**5.5 Proposal to replace all mention of David Lam campus with Coquitlam campus**

**AGM-2025-N00 MOTION**

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Whereas historically the Coquitlam Campus was named the David Lam Campus;

Whereas the Douglas College Board of Governors approved the name change from the David Lam campus to the Coquitlam campus in 2019;

Whereas the DSU Bylaws still references the David Lam campus; therefore,

Be it resolved that all references to the David Lam Campus be removed and replaced with Coquitlam Campus.

**6. PRESENTATION OF ANNUAL REPORT**

Members of the Board of Directors will provide a report on their activities during the 2023/24 year.

**AGM-2025-N00 MOTION**

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Be it resolved that the 2023/24 Annual Report be received.

**7. PRESENTATION OF AUDITED STATEMENTS**

Erik Allas, Partner, and Davinder Parhar, Manager, at the accounting firm Tompkins Wozny LLP, will present the audited financial statements for the 2023-2024 fiscal year.

**AGM-2025-N00 MOTION**

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Be it resolved that the 2024 audited financial statements and Report of the Auditor be received.

**8. APPOINTMENT OF AUDITOR**

**AGM-2025-N00 MOTION**

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Be it resolved that the firm Tompkins Wozny LLP be appointed as the auditors for the 2024-2025 fiscal year.

## **AGENDA**

Annual General Meeting – Douglas Students' Union  
New Westminster Campus, January 30, 2025

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### **9. QUESTION & ANSWER**

The Board will respond to questions from members

### **10. ADJOURNMENT**

#### **AGM-2025-N00 MOTION**

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Be it resolved that the meeting be adjourned.

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