

Students' Representative Council

May 30, 2025 @ 6:00 pm

McCain 201B & MS Teams



1 Call to Order

2 Land Recognition

The MSVUSU acknowledges that we are in Mi'kma'ki, the traditional territory of Mi'kmaq people.

3 Attendance Roll Call

4 Approval of the Agenda

05/30/2025:SRC01 Motion

Be it resolved that the meeting agenda be adopted as distributed/amended.

5 Approval of Minutes

Supporting Documents: Draft Minutes (attached)

05/30/2025:SRC02 Motion

Be it resolved that the minutes for the SRC meeting on 05/14/2025 be adopted as distributed/amended.

6 Society Ratification (D. Hazelton)

Supporting Documents: Ratification Package (attached)

05/30/2025:SRC03 Motion

Be it resolved that Mount Saint Vincent University Christian Fellowship Society be ratified till April 30, 2026.

7 SRC Appointments

Supporting Documents: Applications (to be provided during the meeting)

8 Committee Appointments (S. Zegarra)

9 Scheduling Summer Meetings

10 Adjournment

05/30/2025:SRC0_ Motion

Be it resolved that the meeting be adjourned at ____ pm.

Students' Representative Council

May 14, 2025 @ 6:00 pm

Rosaria 404 & MS Teams



1 Call to Order

At 6 pm.

2 Land Recognition

The MSVUSU acknowledges that we are in Mi'kma'ki, the traditional territory of Mi'kmaq people.

3 Attendance Roll Call

Attendees: Sara Zegarra, President; Orinari Francis Wokoma, Vice President Research and Graduate Affairs; Diana Hazelton, Vice President Communications; Grace MacInnis, Vice President Student Life; Meghna Minocha, Vice President Advocacy & Undergraduate Student Affairs; Devora Goldberg, Board of Governors Representative; Armaan Kush, First Year Representative; Juliana Fanning, Gender Advocacy Representative; Nguyen Mai Thao Le, International Representative; Nguyen Mai Thanh Le, Residence Representative; Koen Schlieff, Professional Studies Representative; Jessica Ryuzaki, Science Representative; Mika Paul, Transfer Representative; Jessie Taylor, Student at large; Carolyn Lewis, Strategic Operations Manager

4 Approval of the Agenda

05/14/2025:SRC01 Motion

Be it resolved that the meeting agenda be adopted as distributed.

Vice President Advocacy & Undergraduate Student Affairs/Science Representative

Carries Unanimously

5 Approval of Minutes

Supporting Documents: Draft Minutes (attached)

05/14/2025:SRC02 Motion

Be it resolved that the minutes for the SRC meeting on 04/28/2025 be adopted as distributed.

Professional Studies Representative/Science Representative

Carries Unanimously

6 Committee Appointments (S. Zegarra)

05/14/2025:SRC03 Motion

Be it resolved that President, Board of Governors Representative and Chief Financial Officer be appointed to MSVU Board of Governors until such a time as Students' Representative Council appoints successors.

President/Vice President Communications

Carries Unanimously

05/14/2025:SRC04 Motion

Be it resolved that President, Board of Governors Representative and Chief Financial Officer be appointed to the Board of Governors Student Caucus until such a time as Students' Representative Council appoints successors.

President/Professional Studies Representative

Carries Unanimously

05/14/2025:SRC05 Motion

Be it resolved that the following members be appointed to the MSVU Board of Governors Committees until such a time as Students' Representative Council appoints successors:

- Chief Financial Officer to the Finance Committee
- Board of Governors Representative to the Campus Planning Committee
- President to the Human Resource and Governance Committee
- Board of Governors Representative to the Nominating Committee
- Board of Governors Representative to the Advancement and External Relations Committee
- President to the Advisory Committee on IT&S

President/Vice President Advocacy & Undergraduate Student Affairs

Carries Unanimously

05/14/2025:SRC06 Motion

Be it resolved that the Vice President Student Life and Strategic Operations Manager be appointed to the MSVU Orientation Steering Committee until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC07 Motion

Be it resolved that the Vice President Student Life, Vice President Communications, Vice President Research and Graduate Affairs and Strategic Operations Manager be appointed to the MSVU Orientation Planning Committee until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC08 Motion

Be it resolved that the Vice President Student Life, Vice President Communications, Vice President Research and Graduate Affairs, President and Strategic Operations Manager be appointed to the MSVU Large Orientation Committee until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC09 Motion

Be it resolved that the President, Vice President Advocacy & Undergraduate Student Affairs, Vice President Research and Graduate Affairs, Professional Studies Representative and Science Representative be appointed to the MSVU Senate until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC10 Motion

Be it resolved that the President, Vice President Advocacy & Undergraduate Student Affairs, Vice President Research and Graduate Affairs, Professional Studies Representative and Science Representative be appointed to the Senate Student Caucus until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC11 Motion

Be it resolved that the President be appointed to the Senate Executive Committee until such a time as Students' Representative Council appoints a successor.

Unanimous Consent

05/14/2025:SRC12 Motion

Be it resolved that the International Representative (member), Professional Studies Representative (member) and Transfer Representative (alternate) be appointed to the Academic Appeals Committee until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC13 Motion

Be it resolved that Vice President Communications (primary member) and Vice President Research and Graduate Affairs (secondary member) be appointed to the Committee on Academic and Policy Planning until such a time as Students' Representative Council appoints successors.

Vice President Research and Graduate Affairs/ Vice President Communications

Carries Unanimously

05/14/2025:SRC14 Motion

Be it resolved that the Vice President Research and Graduate Affairs be appointed to the Graduate Studies Program and Policy Committee until such a time as Students' Representative Council appoints a successor.

Unanimous Consent

05/14/2025:SRC15 Motion

Be it resolved that the Transfer Representative be appointed to the Undergraduate Curriculum Committee until such a time as Students' Representative Council appoints a successor.

Unanimous Consent

05/14/2025:SRC16 Motion

Be it resolved that the Transfer Representative be appointed to the Library and Archives Committee until such a time as Students' Representative Council appoints a successor.

Unanimous Consent

05/14/2025:SRC17 Motion

Be it resolved that the Vice President Research and Graduate Affairs be appointed to the Library and Archives Committee until such a time as Students' Representative Council appoints a successor.

Unanimous Consent

05/14/2025:SRC18 Motion

Be it resolved that the President, Vice President Student Life and Strategic Operations Manager be appointed to the Student Experience Committee until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC19 Motion

Be it resolved that the Vice President Advocacy & Undergraduate Student Affairs be appointed to the Committee on Teaching and Learning until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC20 Motion

Be it resolved that the International Representative (member), Residence Representative (member), First Year Representative (alternate) and Gender Advocacy Representative (alternate) be appointed to the Student Judicial Committee until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC21 Motion

Be it resolved that the International Representative (alternate), Residence Representative (alternate), First Year Representative (member) and Gender Advocacy Representative (member) be appointed to the Student Discipline Appeals Committee until such a time as Students' Representative Council appoints successors.

Unanimous Consent

05/14/2025:SRC22 Motion

Be it resolved that the Gender Advocacy Representative (resource) be appointed to the Senate Committee on Undergraduate Admissions, Scholarships and Awards until such a time as the Students' Representative Council appoints a successor.

Unanimous Consent

05/14/2025:SRC23 Motion

Be it resolved that the Residence Representative (alternate) be appointed to the Academic Appeals Committee until such a time as the Students' Representative Council appoints a successor.

Unanimous Consent

05/14/2025:SRC24 Motion

Be it resolved that the Residence Representative be appointed to the Committee on Information Technology and Services until such a time as the Students' Representative Council appoints a successor.

Unanimous Consent

7 Vacant SRC Positions (S. Zegarra)

05/14/2025:SRC25 Motion

Be it resolved that the Students' Representative Council authorizes the Executive Committee to coordinate the appointment process and seek applications for appointment process.

Unanimous Consent

8 Elections Coordinator Rubric

Supporting Documents: Draft Rubric (attached)

05/14/2025:SRC26 Motion

Be it resolved that the Elections Coordinator Rubric be adopted as distributed

Board of Governors Representative/Vice President Student Life

Carried Unanimously

9 Standards of Excellence (S. Zegarra)

05/14/2025:SRC27 Motion

Be it resolved that Devora Goldberg be permitted to work as consultant for the Standards of Excellence grant as needed.

President/Professional Studies Representative

Carried Unanimously

10 SRC Presentation (J. Fanning)

Item for information.

11 Food Bank Donation Drive (N. Le)

Item for information and feedback.

12 Scheduling Summer Meetings

Next meeting is scheduled for May 30, 2025, at 6 pm.

13 Adjournment

05/14/2025:SRC28 Motion

Be it resolved that the meeting be adjourned at 7:52 pm.

Constitution of Mount Saint Vincent University Christian Fellowship

Article 1: Name

The name of this organization is Mount Saint Vincent University Christian Fellowship (MSVUCF).

Article 2: Objectives

- To create a non-denominational assembly of Christ-focused Believers
- To promote love and support among its members and the community
- To provide a safe space for fellowship and building our faith based on Bible scriptures.
- To equip members with the knowledge needed to enhance their Christian development through the study, prayers, and discipleship.
- To love, care, and share the love of GOD in us.

Article 3: Membership

1. All Mount Saint Vincent University students, regardless of affiliation or religious denomination are eligible to become members of MSVUCF.

2. A student shall be considered an active member if they attend at least one meeting per semester virtually or in person.

Article 4: Membership Fees or Due

Membership does not require fees or dues to be paid as part of enrollment. Membership approval is subject to review and endorsement by the executive leadership on an annual basis.

Article 5: Executive Officers

The Executive Committee shall conduct leadership and oversight functions of the general membership and all standing committees.

The Executive Committee shall consist of the following positions: Vice President, Treasurer, Administrative Secretary, and Welfare & Discipleship Team Lead. President,

Article 6: Duties:

President: *This position is an Elevated position, so remains vacant until unanimously agreed by a majority of the members

1. Provides overall leadership and spiritual oversight to the society.
2. Chairs all executive and general meetings.
3. Represent the society in official capacities both within and outside the university.
4. Ensures the society stays true to its Christian vision and values.
5. Supervises and supports all executive officers.
6. Liaise with the MSVUSU and other relevant bodies when necessary.

Vice-President:

1. Supports the President and acts as the chair of the society in the absence of the President is not available.
2. Designs and distributes promotional materials for events.
3. Participates in public events and engaging with new members
4. Liaises with the MSVUSU and other relevant bodies when necessary.

Treasurer:

1. Manages all financial records and transactions of the society, including the bank account.
2. Prepares and present budgets and financial reports when needed, but at least once a year.
3. Ensures accountability in the use of funds.
4. Liaises with the MSVUSU and other relevant bodies when necessary.

Administrative secretary:

1. Maintains a database of members and attendance records
2. Follows up with new membership.
3. Carries out administrative and secretarial functions
4. Coordinates records of monetary support from MSVUSU.
5. Coordinates logistical needs when planning an event.

Welfare & Discipleship Team Lead:

1. Plans and coordinates outreaches and events
2. Trains and encourages members in personal evangelism.

3. Collaborates with other campus ministries for events.
4. Follow up with new members towards establishing them.
5. Welfare support to members.
6. Develop and oversee the study and prayer sessions.
7. Encourage membership growth and understanding.

Article 7: Elections

1. Election of Executive Committee members shall take place before the last day of the preceding academic year.
2. All active members of the MSVUCF shall be informed of the date of the election of Executive Committee members.
3. Any active member of the MSVUCF can seek election to the Executive Committee.
4. Each active member of MSVUCF Society shall cast one vote for each position during the election of Executive Committee members.
5. The winner of the election shall be determined by majority vote.

Article 8: Meetings

MSVUCF shall have a general meeting or event at least once per semester which will be communicated via e-mails and text messages. Subject to review by resolution of the members.

Article 9: Impeachment of Officers

Executive Committee members shall hold office for a period of one academic year, beginning and ending the day after Executive Committee elections have been completed.

If Executive Committee members are not fulfilling requirements stipulated in their respective job descriptions, a majority vote of the active members shall constitute impeachment.

Article 10: Finance and Audit

1. Funds of the MSVUCF shall come from Students' Union, free will donations by members and other external sources (individuals and organizations).
2. The signing officers of the MSVUCF shall be the Treasurer and President. In the absence of the President, a designated Officer shall be appointed by a vote of the members.
3. The fiscal period of the MSVUCF shall be the academic year.

Article 11: Property

All surplus monies and all property purchased by the MSVUCF shall be carried over to the incoming executive committee each year.

Article 12: Constitutional Amendment

1. The Constitution shall become effective upon approval by a majority (fifty per cent plus one) of the Executive Committee.
2. Hereinafter, this Constitution may be amended at a meeting of the general membership by a two-thirds majority vote of the Executive Committee.
3. Proposed amendments must be submitted in writing.
4. The effectiveness of this Constitution may be reviewed and evaluated at the end of each academic year.