



*University of Alberta Students' Union*  
**FEE GOVERNANCE REVIEW  
 COMMITTEE**

**10 September 2021  
 5:00pm  
 Google Meet**

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory. We are grateful to be on Cree, Dene, Saulteaux, Métis, Blackfoot, and Nakota Sioux territory; specifically the ancestral space of the Papaschase Cree. These Nations are our family, friends, faculty, staff, students, and peers. As members of the University of Alberta Students' Union we honour the nation-to-nation treaty relationship. We aspire for our learning, research, teaching, and governance to acknowledge and work towards the decolonization of Indigenous knowledges and traditions.

**ATTENDANCE**

NAME	PROXY	PRESENT (Y/N)
Emily Kimani, Chair		Y
Samar Barazesh		Y
Simran Dhillon		N
Georgia Korfeh		N
Samantha Gardner		Y
Andrew Batycki		Y
Nathan Brandwein	Julia Villosio	Y
Marc Dumouchel		Y
Courtney Graham		N/A
Thomas Banks		N/A

**MINUTES (FGRC 2021-01)**

- 2021-01/1      INTRODUCTION**
- 2021-01/1a      **Call to Order****  
 KIMANI: Called the meeting to order at 5:00pm.
- 2021-01/1b      **Approval of Minutes****
- 2021-01/1c      **Approval of Agenda****
- 2021-01/1d      **Chair's Business****
- 2021-01/2      QUESTION/DISCUSSION PERIOD**

**2021-01/2a**

**Committee Work Tasking**

KIMANI: Recognised that one issue that exists in SU bylaw is that there are no provisions empowering sanctions for audit non-compliance.

BATYCKI: Identified that failures in auditing involve non-response to requests for financial documents and receipts or errors in submitted materials. Considered that late submissions should be accepted but there should be an end-deadline.

VILLOSO: Suggested that two months over the submission deadline could be considered too long.

GARDNER: Suggested having a one strike policy for late submissions.

BARAZESH: Clarified that the deadline for submission is six months after financial year end.

KIMANI: Suggested that a one month window for submission of audit materials would be reasonable.

BARAZESH: Clarified that Audit is working on improving audit process training offered to SRA.

KIMANI: Emphasised the need to set audit expectations with SRA early in the year.

BATYCKI: Noted that Audit has considered adding a workshop on auditing to GovCamp.

VILLOSO: Noted that another novel strategy implemented by Audit is to assign SRA dedicated auditors for the duration of the year. Inquired as to whether GovCamp attendance is required for SRA.

KIMANI: Responded that this is unclear.

DUMOUCHEL: Proposed having a one-month audit window, a two-week grace period, and then sanctions until audit completion. Inquired as to the standard of audit quality.

BATYCKI: Responded that the Committee checks several receipts with the SRA's financial statements and, if needed, makes further inquiries. Clarified that the chair takes over the audit in collaboration with SU Administration if issues are serious. Expressed concern that SRA receive funds despite failing the audit process. Clarified that SRA that have the designation of registered society receive external auditing.

DUMOUCHEL: Proposed that Administration consult SU auditors on the current process and that the SU financial staff review audit process materials to make suggestions.

VILLOSO: Proposed requiring SRA to submit bank statements.

BATYCKI: Agreed. Expressed concern that SRA could selectively submit materials to cover up instances of fraud.

DUMOUCHEL: Proposed that, as a measure of deterrence, a provision in the creation of an SRA MOU be that the non-disclosure of information leads to the cancellation of a fee. Cautioned becoming overly prescriptive in regulating SRA finances.

GARDNER: Proposed having a simple checklist method to simplify the auditing process for SRA.

KIMANI: Agreed that the SU needs an effective method for communicating to SRA what is expected of them in an audit.

DUMOUCHEL: Proposed using MOU to achieve this aim. Proposed that the SU create processes for loaning SRA money with interest when audit delay is their fault or loaning money without interest if there is no-fault.

BATYCKI: Recognised that probation can be used to support SRA audit incapability.

VILLOSO: Suggested that Audit needs to be more strict in the application of standard rules.

KIMANI: Noted that it would be important for Audit and SU staff to approve loans. Inquired as to what Marc envisions Council's role in the process being.

DUMOUCHEL: Suggested that bylaw needs to be reformed in order that it focuses on the principle of fee governance and not on the mechanics. Outlined that potential discussed responses to non-compliance can be probation, fee withholding, fee withholding with new required plebiscite, and fee termination. Recognised, however, that there needs to be flexibility in fee administration in order to accommodate the unique cases and characteristics of SRA.

KIMANI: Inquired as to whether it would be reasonable to have different standards for DFU as opposed to SRA.

DUMOUCHEL: Responded that oversight would be similar but DFU could have professional auditing done periodically. Noted that, instead of fee withholding, the SU could simply approve fund disbursements on an as-needed basis until the issue is resolved. Confirmed that the Committee will receive discussion packages and proposals for draft implementation moving forward.

**2021-01/3**

**COMMITTEE BUSINESS**

**2021-01/4**

**INFORMATION ITEMS**

**2021-01/5**

**ADJOURNMENT**

KIMANI: Adjourned the meeting.

