

**Lady Eaton College Cabinet
Annual General Meeting
Minutes
March 10th, 2023, 3:00 PM
LEC PIT**



LEC Cabinet Present: Deondrae Thompson, Dante Pio, Beth Wallace, Karilin Wilson, Noah Edwards, Camryn Moerchen, Maria Buckle, Dee Carter, Aditi Midha, Jenah Williams, and Ishita Gurav.

LEC Members Present: Logan Petersiel, Regan Kelcher, Margot MacDonell, Abigail Ferguson, Amber Welby, Gracie Davis, Thomas Parrn, Rowan Glover, and Randy Almeida.

1. Call to Order

To open the meeting.

The Annual General Meeting is called to order at 3:12pm on Friday, March 10th 2023.

2. Land Acknowledgement

We respectfully acknowledge that we are on treaty and traditional territory of the Mississauga Anishinabeg. We offer our gratitude to First Nations for their care for, and teachings about, our earth and relations. May we honour those teachings.

3. Speakers Remarks.....Maria Buckle

An opportunity for the Speaker to welcome Members of the College and discuss the process for the meeting.

a. Summary Of Speakers Remarks

I. Maria Buckle

- Maria explains to raise your hand when you wish to speak and that she will call on you when the opportunity is right.
- Maria goes over the agenda for the meeting.

4. Approval of Agenda

This motion sets the business of the meeting. Changes to the meeting's business are discussed here.

Motion: That the agenda for the March 10th, 2023 Lady Eaton College Cabinet Annual General Meeting be approved.

Motioned by: Deondrae Thompson

Seconded by: Dante Pio

Discussion: N/A

Motion unanimous, motion carries

5. Constitution Amendments

The Chair of the Legislative Review Committee will present proposed amendments to the Cabinet Constitution. Any amendments require approval by a 2/3rds majority vote.

a. Proposed Amendments to the Cabinet Constitution

I. Deondrae Thompson

- A lot of amendments have been made over the last two years. This is because quorum was not met at last year's Annual General Meeting.
- We will be moving quickly through this meeting; please do not wait until the end to ask questions.
- The first modification is changing the year and table of contents.
- Small grammar modifications to the preamble/constitution introduction to add more inclusive vocabulary.
- Amber asks: Can we make the screen bigger? The screen displaying the constitution was made bigger.
- Modifications to current Cabinet Members position:
 - The new term for Clerk.
 - Refer to Speaker of House as Speaker.
- Mandate And Authority: Update organizations' names.
- Annual General Meeting Changes:
 - Modification to give the cabinet more time to call the Annual General Meeting.
 - The first draft will be open to the public so that they can see the draft and add any suggestions.
- Junior Ministers will have to do a presentation to transition into the Senior Minister positions.
 - Preamble about Senate: Senate focuses on only academic stuff. Last year there was a redistribution of senate seats, so now there is only one chair for a cabinet member on senate.

- This is why the position of Junior Senator is being removed. Some other cabinets are keeping the Junior Senator position.
- Some more minor grammatical changes.
- For Cabinet Member Positions:
 - Junior Senator will be removed, Senior Senator will become Senator.
 - Two Minister of Social Affairs positions will be split up into Junior Minister of Social Affairs and Senior Minister of Social Affairs
 - Minister of Inclusivity and Human Rights changed to Minister of Inclusivity.
 - Minister of Arts and Culture being added.
 - Minister of Inter-Collegiate Affairs being added to help with communication between cabinets.
- Official Guests:
 - Added LEC Residence Council Members, College Office Staff, Life Coordinator.
- Jenah points out that Secretary should be replaced by Clerk/Cabinet Clerk under Non-voting Cabinet Members.
- Elections:
 - We added that a general election must be held on the last day of Winter Semester classes.
 - A big change to Chief Electoral Officer and Spring Election:
 - i. Anyone on cabinet who's not running for cabinet next year can be the Chief Electoral. Usually, it's the Deputy Prime Minister.
 - ii. Cabinet may now appoint a Deputy Chief Electoral Officer to assist with the election.
 - iii. Change of signatures to name and student name, this may possibly allow for virtual nomination forms in the future.
- Students wishing to run for Prime Minister or Deputy Prime Minister must have at least one year on cabinet.
- Students wishing to become Speaker of House no longer require at least one year on cabinet.

- Grammar shortened to Good Academic standing instead of full explanation. Dee asks: What does Good Academic standing means? Deondrae and Maria answer: It's an official thing given to you by the university, it can be found at the bottom of your transcript.
- Changed at least 4.5 credits in each semester to at least 4.5 credits in the academic year.
- Election Procedures:
 - Have nominations over 3 weeks.
 - Noah adds that we are adding more time for nominating.
 - Logan asks: Does this comes into effect before this year's election? It does not.
 - The nomination period closes at 9:00am on the day before candidate speeches.
 - Other minor changes have been made.
- Cabinet Meetings:
 - A schedule of cabinet meetings will be created at the beginning of the academic year. They can be modified by cabinet during the year as needed.
 - Speaker modification has been made in the scenario that the Speaker cannot remain impartial.
 - Deputy Prime Minister will take on the role of Clerk if the Clerk cannot attend the meeting, such as how the Prime Minister takes on the role of the Speaker if they cannot make it.
 - Quorum has been changed to 50% + 1 from $\frac{2}{3}$.
 - Regrets have been defined to be more lenient for extenuating circumstances.
 - Special Meetings: 3 days notice, can have other business, not emergency
 - Emergency Meetings: Have to have an urgent reason.
 - Change so that position reports can be done quicker.
 - Maria asks: Who is responsible for timing the length of the reports? Noah answers: It usually is the Speakers job, but it can be more of a guideline than anything.
- Resignation:
 - Resignation was outlined as a formal process.

- Non-committance was outlined: If a Junior Minister doesn't want to move up to the Senior Minister position.
- The person being impeached must be told that they are being impeached.
- Cabinet can appoint an Acting Prime Minister in the scenario where cabinet does not have a Prime Minister. The Senator will be Acting Prime Minister if no one volunteers.
- Deondrae goes over the process of impeachment.
- Added that all cabinet members will have access to the cabinet email as a delegate. If access may need to be restricted again, it is okay to do so.
- Cabinet files will be maintained on the cabinet Microsoft Teams
- Cabinet members will get to attend a paid event for free if they are volunteering at said event.
- Definition of conflict of interest.
- Minor modifications to standing committee.
- Minor modifications to executives.
- Minor modifications to Events Planning Committee:
 - Removal of suggested events. They will be added to an internal document.
 - Modifications of mandatory events. Some were removed because of costs and some because the LEC college office has taken them over.
 - Minimum of 12 events changed to a minimum of 3 events.
 - The Events Planning Committee meeting will be done once a month.
 - We will have a sub-committee for planning formal, as well as a summer sub-committee.
- Online Voting Policy modifications.
- Clubs and groups funding specifications added, mostly taken from the TCSA by-laws.

Motion: To approve a five-minute recess.

Motioned by: Noah Edwards

Seconded by: Karilin Wilson

Motion unanimous, motion carries

Motion: That all amendments to Lady Eaton College Cabinet Constitution as presented by the Chair of the Legislative Review Committee be approved.

Motioned by: Karilin Wilson

Seconded by: Dante Pio

Discussion: N/A

Motion unanimous, motion carries

6. Policy Handbook Amendments

a. Proposed Amendments to the Cabinet Policy Handbook

I. Deondrae Thompson

- Planning on switching from TD to a different banking institution. Cabinet members who have access to the account have been modified.
- The process of reimbursements has been added
- Formatting changes to sales procedures.
- The debit card section is still a work in progress.
- Update on transportation reimbursement; because of inflation, it was been made to be more flexible.
- Many modifications to the election procedure.
- Most changes were formatting changes.
- Most changes were made to reflect the constitution:
 - Changing duties of Minister of Off-Campus Affairs.
 - The Minister of Athletics will be involved with planning East vs West.
 - Overhaul of Minister of Social Affairs positions.
 - Minister of Communications and Publicity modifications.
 - Minister of Inclusivity name update.
 - New Minister of Arts and Culture position.
 - New Minister of Inter-Collegiate Affairs position.
 - Secretary name changed to Cabinet Clerk.
- The orientation section was rewritten.
- Deondrae explained cabinet awards.
- The Mill Clark award will be changed to the Jean Milton award.

Motion: That all amendments to Lady Eaton College Cabinet Policy Handbook as presented by the Chair of the Legislative Review Committee be approved.

Motioned by: Logan Petersiel

Seconded by: Deondrae Thompson

Discussion: N/A

Motion unanimous, motion carries

7. Prime Minister's Address

The Prime Minister of Lady Eaton College Cabinet will address Members of the College regarding the activities of Cabinet during the 2022-2023 term and future planning for 2023-2024 term.

8. Spring General Elections

The Chief Electoral Officer will provide information about the Spring General Elections.

9. Any Other Business

An opportunity for the membership to discuss student issues in the context of a Cabinet meeting.

10. Adjournment

Motion: To adjourn this meeting at 4:54pm March 10th 2023.

Motioned by: Noah Edwards

Seconded by: Dee Carter

Motion unanimous, motion carries