

SCARBOROUGH CAMPUS STUDENTS' UNION

LOCAL 99 OF THE CANADIAN FEDERATION OF STUDENTS

Board of Directors Package

Wednesday April 26th, 2017

4:00PM

University of Toronto Scarborough Campus,
Student Centre - SL232

RULES OF ORDER AT A GLANCE

| To do this: | You say this: | May you interupt the speaker? | Must you be seconded? | Is the motion debatable? | Is the motion amendable? | What majority is required? |
|---|--|-------------------------------|-----------------------|------------------------------|--------------------------|----------------------------|
| Object to incorrect procedure being used | Point of order. | YES | NO | NO | NO | No vote taken, chair rules |
| Seek clarification from the previous speaker | Point of information. | YES | NO | NO | NO | No vote taken, chair rules |
| Object to something which prevents your continued participation (eg. excessive noise) | Point of personal privilege. | YES | NO | NO | NO | No vote taken, chair rules |
| Object to a motion being considered | I object to consideration of this motion. | YES | NO | NO | NO | 2/3 majority |
| Consider something out of its scheduled order | I move that the agenda be amended in order to deal with the following item . . . | NO | YES | YES | YES | 2/3 majority |
| Appeal the ruling of the chair | I appeal the ruling chair on . . . | YES | YES | YES | NO | Majority |
| Change a motion | I move that the motion be amended to read . . . | NO | YES | YES | YES | Majority |
| Have a motion studied more before voting on it | I move that the motion be referred to . . . | NO | YES | YES | YES | Majority |
| Postpone further discussion on a motion until later in the meeting | I move that the motion be postponed until . . . | NO | YES | Only to time | YES | Majority |
| Postpone consideration of a motion until a future meeting | I move that the motion be postponed until . . . | NO | YES | Only to time | YES | Majority |
| Defer consideration of a motion temporarily | I move that motion...be laid on the table | NO | YES | NO | NO | Majority |
| Raise a matter previously tabled | I move that motion . . . be lifted from the table. | NO | YES | NO | NO | Majority |
| Reconsider a motion already voted on earlier in the meeting. | I move that motion . . . be reconsidered. | NO | YES | YES (if original motion was) | NO | Majority |
| End debate on a motion | I call the question | NO | YES | NO | NO | 2/3 majority |
| Ask that everyone's vote on a particular motion be recorded in the minutes | I call for a roll call vote. | NO | NO | NO | NO | Majority |
| Recess the meeting. | I move that the meeting recess until . . . | NO | YES | Only to time | YES | Majority |
| End the meeting | I move that the meeting adjourn. | NO | YES | NO | NO | Majority |

Roll Call, 2016-2017 SCSU Board of Directors

| Last Name | First Name | Constituency or Position |
|------------------|-------------------|---|
| Ali | Muhanad | Director of Anthropology and Health Studies |
| Don | Justin | Director of English |
| Elhadad | Judy | Director of Management |
| Elshaikh | Saja | Director of Human Geography |
| Fung | Howard | Director of Computer & Mathematical Science |
| Gholizaden | Samin | Director of Historical and Cultural Studies |
| Hassan | Deena | Director of Psychology |
| James | Trina | Vice-President Campus Life (non—voting) |
| Kidanian | Sarkis | Director of Political Science |
| Kirk | Jessica | President |
| Mohamed | Nafisa | Vice-President Equity |
| Mukherjee | Aaheli | Director of First Years |
| Philipiah | Alexson | Director of Arts, Culture and Media |
| Rajabi | Yasmin | Vice-President Operations (non—voting) |
| Singh | Aryana | Director of Physical and Environmental Sciences |
| Srithas | Sitharsana | Vice-President External |
| Waltoo | Miguel | Director of Philosophy |
| Wang | Evan | Director of First Year |
| Warsame | Samira | Director of Critical Development Studies |
| Wood | Thomas | Vice-President Academics & University Affairs |

Roll Call, 2017-2018 SCSU Board of Directors

| First Name | Last Name | Position |
|-------------------|-------------------|---|
| Sitharsana | Srithas | President |
| Deena | Hassan | President Operations |
| Christina | Arayata | Vice-President Academics and University Affairs |
| Nana | Frimpong | Vice-President Equity |
| Kubra | Zakir | Vice-President External |
| Radhika | Gupta | Director of Centre for Critical Developmental Studies |
| Claire | Caluag | Director of Centre for French and Linguistics |
| Lavelle | Williams | Director of Anthropology and Health |
| Sylvie | Stojanovski | Director of Arts, Culture and |
| Gobika | Sithampanathan | Biological Sciences |
| Rahul | Gupta | Director of Computer and Mathematical Sciences |
| Vanessa | Vigneswaramoorthy | Director of English |
| Hania | Jahangir | Director of Historical and Cultural Studies |
| Justin | Don | Director of Human Geography |
| Rosia | Noui | Director of Management |
| Ali Hosseini | Nassab | Director Philosophy |
| Curtis | Weaver | Director of Physical and Environmental |
| Sarah | Touman | Director of Psychology |
| Raymond | Dang | Director of Political Science |
| Ashley | Morris | Director of Sociology |

Agenda

1. Call to order

The meeting is called to order at __: __

2. Announcements

3. Approval of Agenda

Motion Moved: Kirk Seconded:

Be it resolved that the agenda for the April 26th, 2017 SCSU Board of Directors meeting be approved as presented.

4. Equity Statement

5. Approval of Minutes

Motion Moved: Kirk Seconded:

Be it resolved that the April 26th, 2017 minutes' package including the following documents be approved as presented:

- i. Board of Directors
 - a. March 27th, 2017
- ii. Executive Committee
 - a. March 27th, 2017
 - b. April 17th, 2017
- iii. Elections & Referenda Committee
 - a. April 12th, 2017
- iv. Clubs Funding Committee
 - a. April 5th, 2017 2:00pm
 - b. April 5th, 2017 4:30pm

6. Tax Clinic Report

Motion Moved: Kirk Seconded:

Be it resolved that the Tax Clinic Report be accepted as presented.

7. Executive Report

Motion Moved: Kirk Seconded:

Be it resolved that the Executive Report be accepted as presented.

8. Director updates

9. Adjournment

Motion

Moved: Kirk

Seconded:

Be it resolved that the April 26th, 2017 SCSU Board of Directors meeting be adjourned.

EXECUTIVE REPORT

SERVICES & OPERATIONS

| Income Statement | March 2017 | Description of Accounts |
|---|---------------------|---|
| REVENUE | | |
| Unrestricted Referendum Fees | \$58,965.39 | Student Fees |
| Restricted Referendum Fees | \$0 | Membership fees, fees we collect for student societies |
| Health and Dental Plan Fees | \$0 | Health and Dental Plan Fees |
| Space Rental Income | \$21,548.37 | Room and table rentals, tenants |
| Services Revenue | \$2,912.18 | Sales of services (tickets) |
| Event Sales | \$20,403.41 | Spring Formal, Orientation, Boat Cruise |
| TTC Metropasses and Fare Sales | \$70,954.25 | Income from selling TTC products |
| Vending Commissions | \$0 | Commission |
| Advertising Revenue | \$9,642.01 | Handbook, Advertising spots around Student Centre |
| Other Income | \$1,851.12 | Sponsorship, Grant, Investment, Interest Income |
| TOTAL REVENUE | \$188,276.73 | |
| EXPENSE | | |
| Salaries, Wages & Benefits | \$66,339.17 | Salaries, wages, honorariums, and benefits |
| Supplies | \$648.47 | Office, computer, photocopier, and general supplies |
| Health and Dental Disbursements | \$0 | Fees paid for Health and Dental coverage |
| Ticket Purchases | \$2,046.81 | Discounted tickets, Movie Tickets, Wonderland Tickets etc. |
| Services | \$2,739.79 | Agenda, Tax Clinic, Printing and Photocopying etc. |
| Cost of TTC Metropasses and Fares Sold | \$70,680.0 | Flow through money (cost of selling TTC Metropasses, Fares) |
| Event Costs | \$30,513.89 | Orientation, Spring Formal & other event costs |
| Elections and Referenda | \$2,042.12 | Elections supplies and promotion materials |
| Meetings | \$43.51 | Conferences and events attended/hosted by the SCSU |
| Programming Costs | \$4,199.03 | Volunteer Network Program, Campaigns etc. |
| Funding | \$10,847.17 | Clubs Funding, DSA Funding, Donations, Bursary |
| Professional Dev & Travel | \$28.88 | Health & Safety training, transportation and continuity costs |
| Restricted Referendum Fees Disbursement | \$0 | Disbursing fees we collect for student societies |
| Repairs and Maintenance | \$9,206.42 | Repairs and Maintenance, Cleaning |
| Professional Fees | \$592.20 | Legal, Consulting, auditing fee's |
| Phones & Telecommunications | \$225.0 | Website, cell phone allowance, e-mail hosting |
| Bank Charges | \$288.91 | Bank Charges, Interest |
| Loss on Disposable and Bad Debt | \$0 | Bad Debt Expense, Loss on Disposal |
| Amortization | \$0 | Amortization of Furniture, Equipment, and Computers |
| TOTAL EXPENSES | \$200,441.37 | |
| NET INCOME | \$-14,164.64 | |

Health and Dental Opt Outs

Cheques for Winter Health and Dental opt outs have been mailed out. If you have any questions or have not received your cheque yet please contact health@scsu.ca

SCSU TPASC Kiosk

SCSU is continuing to develop processes for students to have free access to booking the SCSU kiosk in TPASC.

Student Centre Food Court Renovation

The food court hard wood floors are being replaced by porcelain tiles due to wear during the last week of April. Further repairs will be required for the Student Centre floors. Costs will be covered by funds for Student Centre Capital Improvements.

Student Centre Washroom Repairs

The second floor washrooms are being upgraded. New partitions are being installed in late April 2017, as well as new foot-washing stations. Toilets and hand dryers will also need to be replaced in the next year. All upgrades will be completed using materials that match the January 2016 upgrades to the first floor washrooms.

SRI Closure

Rex's Den and KFC were closed during the exam period due to smaller number of students on campus.

CAMPAIGNS & ADVOCACY

Aramark Workers Strike

Aramark workers strike voted to ratify a tentative settlement on April 7th. This ground-breaking settlement included an immediate raise in paycheques by more than 16% for most workers, all workers will be making \$15 an hour within a year, and immediate free dental coverage for full and part-time workers. If you would like to get more information, contact Sitharsana at external@scsu.ca.

Provost Meeting

The executive had their final meeting with the Vice Provost, Students on April 13th. We spoke about the rights of students to be accommodated in the classroom, lobbied for funding to hire an indigenous community engagement coordinator at UTSC, and were told about a developing University policy related to mental health accommodations to mitigate self-harm and safety hazards. Incoming executives were also invited to this meeting.

EVENTS & PROGRAMMING

Exam Destressors

On April 5th through the 12th (weekdays only) the incoming and outgoing executives hosted Exam destressors. Starting at 11pm, executives handed out free coffee, tea, hot chocolate and exam destressor kits to students who were on campus. For more information contact campuslife@scsu.ca

Board of Directors Meeting #12, Scarborough Campus Students' Union
 Wednesday April 26th, 2017 | 4:00 PM | SL-232, UTSC Student Centre

Meeting Minutes of the Board of Directors Meeting #11 of the Scarborough Campus Students' Union
 Monday March 27th, 2017 | 5:14 PM | SL-232, UTSC Student Centre

| LAST NAME | FIRST NAME | CONSTITUENCY OR POSITION |
|------------------|-------------------|---|
| ALI | MUHANAD | DIRECTOR OF ANTHROPOLOGY AND HEALTH STUDIES |
| DON | JUSTIN | DIRECTOR OF ENGLISH |
| • ELHADAD | JUDY | DIRECTOR OF MANAGEMENT |
| • ELSHAIKH | SAJA | DIRECTOR OF HUMAN GEOGRAPHY |
| FUNG | HOWARD | DIRECTOR OF COMPUTER & MATHEMATICAL SCIENCE |
| GHOLIZADEN | SAMIN | DIRECTOR OF HISTORICAL AND CULTURAL STUDIES |
| HASSAN | DEENA | DIRECTOR OF PSYCHOLOGY |
| • JAMES | TRINA | VICE-PRESIDENT CAMPUS LIFE (NON—VOTING) |
| KIDANIAN | SARKIS | DIRECTOR OF POLITICAL SCIENCE |
| • KIRK | JESSICA | PRESIDENT |
| • MOHAMED | NAFISA | VICE-PRESIDENT EQUITY |
| • MUKHERJEE | AAHELI | DIRECTOR OF FIRST YEARS |
| • PHILIPAH | ALEXSON | DIRECTOR OF ARTS, CULTURE AND MEDIA |
| • RAJABI | YASMIN | VICE-PRESIDENT OPERATIONS (NON—VOTING) |
| • SINGH | ARYANA | DIRECTOR OF PHYSICAL AND ENVIRONMENTAL SCIENCES |
| • SRITHAS | SITHARSANA | VICE-PRESIDENT EXTERNAL |
| WALTOO | MIGUEL | DIRECTOR OF PHILOSOPHY |
| • WANG | EVAN | DIRECTOR OF FIRST YEAR |
| • WARSAME | SAMIRA | DIRECTOR OF CRITICAL DEVELOPMENT STUDIES |
| • WOOD | THOMAS | VICE-PRESIDENT ACADEMICS & UNIVERSITY AFFAIRS |

1. Call to order

A quorum being present, the Chair called the meeting to order at approximately 5:14 p.m.

2. Announcements

Kirk asked the Board Members to RSVP for the SCSU Appreciation Party that will be held on Thursday from 4 pm-6 pm in Rex's Den.

Rajabi announced that the next Board of Directors Meeting would be on April 26th at 4 pm -6 pm.

3. Approval of Agenda

MOTION

Moved: Kirk

Seconded: Elhadad

Be it resolved that the agenda for the March 27th, 2017 SCSU Board of Directors meeting be approved as presented.

Vote: All in favour

CARRIED

4. Equity Statement

Mohamed read the Equity Statement and the Acknowledgement of the Lands we occupy of the Mississauga New Credit First Nation.

5. Approval of Minutes

MOTION

Moved: Kirk

Seconded: Warsame

Be it resolved that the March 27th, 2017 minutes' package including the following documents be approved as presented:

- i. Board of Directors
 - a. February 27th, 2017
- ii. Executive Committee
 - a. February 27th, 2017
 - b. March 10th, 2017
 - c. March 12th, 2017
 - d. March 20th, 2017
- iii. Elections & Referenda Committee
 - a. March 1st, 2017
 - b. March 16th, 2017-03-23
- iv. Policy and By-Laws Committee
 - a. March 21st, 2017
- v. Commission Meeting

a. March 22nd, 2017

Vote: All in favour

CARRIED

6. Motion to Approve Health and Dental Policy Amendment

MOTION

Moved: Kirk

Seconded: Srithas

Be it resolved that the Health and Dental Policy Amendment be recommended for adoption as presented.

Vote: All in favour

CARRIED

7. Motion to Approve Elections & Referenda Policy Amendment

MOTION

Moved: Kirk

Seconded: Wood

Kirk gave an overview of the Amendments.

Wood asked if Kirk could go over the Demerit Point Formula in depth, specifically what it means.

Kirk offered Wood an opportunity to explain the Demerit Point Formula.

Wood stated that last year, the SCSU introduced reimbursement for candidates running so that candidates would not experience a financial burden due to running a campaign. The SCSU introduced a Demerit Point System to ensure that those being reimbursed were following the rules. However, the old Demerit Point Formula was problematic because candidates could reach a point where there would be no repercussions for breaking rules. Therefore, the new Demerit Point Formula is structured in a way that directly ties every rule a candidate breaks to a decrease in reimbursement. For every demerit point a candidate receives they lose money, which is a better incentive for candidates to follow the rules.

Be it resolved that the Elections and Referenda Policy Amendment be recommended for adoption as presented.

Vote: All in favour

CARRIED

8. Motion to Ratify New Member of Board of Directors 2017-2018

MOTION

Moved: Kirk

Seconded: Mukherjee

Be it resolved that **NAFISA MOHAMED** be ratified as Vice-President, Campus Life for the 2017-2018 fiscal year.

Vote: All in favour

CARRIED

9. Executive Report

MOTION

Moved: Kirk

Seconded: Philipiah

SERVICES & OPERATIONS

Rajabi speaks on March Income Statements

Rajabi stated that the SCSU had Mosaic and Election Expenses this month, which included paying the Election CROs, DROs and Polling Clerks. Rajabi also mentions distribution of club funding and bursaries. Rajabi stated that other than the aforementioned expenses there was nothing out of ordinary.

Mohamed speaks on Multi-Faith Consultations

Multi-Faith and Spiritual groups have been looking to make some changes in the two rooms, so the VP Equity and VP Operations held consultations to see what changes should be made. VP Operations had also sent out a google form to get in touch with faith based groups that did not attend.

Rajabi speaks on Tax Clinic

We have offered filing students personal income taxes for free from March 1st till March 17. We extended it to March 23 and March 24, due to high demand from students.

CAMPAIGNS & ADVOCACY

Kirk speaks on Academic Forum

On March 2nd, some incoming and all outgoing SCSU executives attended our second Academic Forum for the term, addressing academic concerns at the Scarborough Campus. We followed up on academic-based recommendations through our EDO Consultations, inquired the ways in which academic-based TRC Steering Committee recommendations could be adopted, and lobbied to remove some administrative registrar fees. We were also told that the exit survey will be adopted, and will continue to follow-up on other commitments made by admin.

Kirk speaks on Anti-Choicers on Campus

On March 16th, students and off-campus people joined anti-choice group called Students For Life UTSC and distributed graphic misinformation to UTSC students, staff and faculty all day long. The Scarborough Campus Students Union, SC:OUT, Women & Trans* Centre and volunteers collaborated to respond. We handed out buttons, offered alternate routes to folks who may become triggered by the content of the anti-choicers outreach materials / outreach strategies, as well as decompression space at the Women & Trans* Centre. If you are interested in continuing conversations around the importance of reproductive justice and abortion rights, reach out to your VP Equity Nafisa, at equity@scsu.ca.

Kirk speaks on CAO Forum

On March 1st, some incoming and all outgoing SCSU executives attended a meeting addressing student issues on campus life and operations of the University. Particularly, we talked about realizing some of the calls to action put forth through the TRC Steering Committee Report (like meeting smudging standards and developing an Indigenous community engagement position), the potential for monthly parking passes, and the next steps for potential YRT services offered through UTSC. Each executive will continue to follow-up on commitments made by University administration.

Srithas speaks on Deputation on Next Steps on the Scarborough Subway

On Tuesday March 7th, Sitharsana presented a deputation at City Hall speaking in favour of the Executive Committee going forward with the Scarborough Subway but also highlighted the importance of investing in other high order transit like the LRT and the Smart Track. For more information, contact external@scsu.ca.

Wood speaks on Highland Hall Furniture

Both the current and incoming VP AUA attended a preliminary meeting to discuss the types of furniture to be included in the new Highland Hall study space. These discussions will continue to evolve over the next several month leading up to the opening of the Highland Hall.

Mohamed speaks on Sexual Violence Prevention & Response Coordinator Interviews

With the Sexual Violence Prevention & Response Center opening up soon, search for a coordinator has been happening. For three days, VP Equity sat on the interview committee to narrow down the potential coordinators to move forward with interviews. The center is aimed to open in early May in the Environmental Science building.

Srithas speaks on Transit Feedback Survey Meeting

On Friday March 3rd, Sitharsana attended a meeting to discuss the design and deployment of a UTSC Transit Feedback Survey. This survey is created with the intention to address transit concerns for students at UTSC and in collaboration with the Sustainability Office. This survey is expected to go out in September 2017.

Srithas speaks on YRT Key Stakeholders Meeting

On Monday March 6th, Sitharsana attended the York Region Transit meeting. Our proposal for service to UTSC was added to the Proposed Service Changes for the 2018 Draft Annual Service Plan. There is obvious a ways still to go but at least we are certainly on the radar screen. Next steps include working on a student survey with assistance from the Sustainability Office to determine the extent of interest in the YRT bus service. Once YRT has sufficient data and survey information, we will set up a meeting to discuss their findings and potential routing options. If you reside in York Region or want to be part of this project, contact external@scsu.ca.

EVENTS & PROGRAMMING

Wood speaks on DSA Funding Round 3

SCSU recognizes DSAs as a way for students to access academic services and programming specific to their department. In order to accomplish this, the SCSU provides funding for DSAs at UTSC to provide support for their initiatives that enhance the academic experience of students at UTSC. The first meeting of the DSA Funding Committee met to consider 15 applications by DSAs.

Wood speaks on IRDS

IRDS is happening on March 28 and 29 in IC 302 from 5-7 PM. There will be 4 student presentations each night, followed by a roundtable discussion. Students will be sharing their experiences with engaging in research processes and pursuing deeper thinking. The event page can be found on the SCSU page. Let academics@scsu.ca know if you'd like to participate or volunteer for the event

James speaks on **Mosaic Big Up Yourself**

On March 9th, the SCSU in collaboration with Fusion Radio host their annual Cultural Mosaic. Special thanks goes out to all the student who attended and performed, you did your cultural proud. We would also like to thank Femi Lawson for his fabulous hosting skills.

James speaks on **Spring Formal**

On March 23rd, the SCSU hosted their annual Spring Formal. During the event, students took part in a dinner dance and the meeting of the new SCSU Executive team for the 2017/2018 year. Special thanks goes out to the performer Black Cherry for starting off the nights events, as well as all of the awards winners.

Be it resolved that the Executive Report be accepted as presented.

Vote: All in favour

CARRIED

10. Director Updates

Elhadad, Wang, Philipiah, Singh, and Warsame had no updates.

Mukherjee reminded the Board of the conversation about the First Year Choose Your Program Fair publicized by professors and Academic Advising and Career Centre (AA&CC). Mukherjee contacted the AA&CC who talked with professors about promoting the fair. Mukherjee had a conversation with the AA&CC who mentioned that first year students do not attend drop in sessions for many reasons such as: they don't know about it, they do not feel comfortable yet, they do not feel like they know enough to come and ask questions. Murkerjee noted that the AA&CC has a lot of online resources, such as a new process for choosing programs. Mukherjee stated that the AA&CC liked her idea of sending these resources to students via email. Mukherjee stated that the emails could be sent to first years as well as students who do not want to talk face-to-face; students can use the online resources from the comfort of their own home.

Mukherjee speaks on the Mental Health Support Program and the Safe Talk Workshop she attended on Friday. Mukherjee stated that the Safe Talk Workshop was great but it only taught participants how to recognize individuals who show signs of contemplating suicide and how to take them to further support. Mukherjee realized that it may be a lot of emotional labour. During the workshop, someone suggested a social media Q&A. Mukherjee suggested an in-person safe talk to determine if the participant is willing to go on with the Mental Health Support Program.

Kirk suggested that Mohamed could speak on this issue. Kirk informs Mukherjee that for each of the ideas struck through the commission, the Executives assign a person to support students, in this case it is Nafisa Mohamed.

Mohamed asked Mukherjee to repeat the last part of her suggestion.

Mukherjee reiterated that students who participate in the Mental Health Support Program and become a support system can experience a lot of emotional labour. Mukherjee thinks that students do not realize the importance of the weight of what they are taking up when participating in this program. Mukherjee attended a Safe Talk Workshop last week and realized that these were heavy topic during the workshop. Therefore, instead of only answering questions through a social media platform, which may not convey the seriousness of supporting someone, Mukherjee thinks it would be more effective if there was a committee or meeting where Mental Health Support Program participants would be called in and there could be discussion about the topics mentioned in the safe talk prior to students deciding whether they will continue to participate in the Mental Health Support Program.

Mohamed met with Sarah earlier, talked to her about making a proposal, and later they edited the proposal together. Mohamed liked Mukherjee's idea and offered to bring it up to Sarah. Mohamed suggested that Mukherjee lets her know if she wants to get involved.

Elshaik mentioned that she talked to the DSA about the need for more opportunities outside of campus.

Mukherjee recalled that the First Year Director gets chosen in September. Mukherjee asked a question about the First Year Director timeline; specifically, when does the First Year Director get to attend their first meeting.

Kirk stated that after the First Year Director is ratified, they attended the first meeting. Kirk gave a projection and stated that the voting typically takes place in September or October, and the First Year Director is typically ratified at the end of the October meeting. Kirk stated that the exact dates are determined by Elections Referendum meeting when it is restruck over the summer.

Mukherjee stated that students typically learn about the resources UTSC offers during the first two months of university. Mukherjee asked if the SCSU would be able to send out emails, similar to the AA&CC resource emails, to the incoming first years until the new First Year Director is voted in.

Kirk asked for clarification.

Mukherjee asked if the resources that they put together for the first years could be sent out until there is a new First Year Director.

Srithas asked if Mukherjee is suggesting something similar to a transition document.

Mukherjee answers in affirmative and thought it would be helpful to the new First Year Director because of the learning curve.

Kirk stated that it may be helpful. Kirk mentioned that last year, previous directors put together a report for incoming directors to outline what the previous directors worked on during their time as a director. Kirk suggests that Mukherjee and Srithas could put together a 1 page document for the new First Year Director.

11. Adjournment

MOTION

Moved: Kirk

Seconded: Singh

Be it resolved that the March 27th, 2017 SCSU Board of Directors meeting be adjourned.

Vote: All in favour

CARRIED

The meeting was adjourned at 5:44 p.m.

1. Call to Order:
 - a. Present: Kirk, Wood, Mohamed, Rajabi, Srithas, Siewrattan
 - b. Absent:

***BIRT the March 27th Agenda be approved as presented
APPROVED***

2. Study Spaces App
There is interest in creating an app for study spaces and the executive has been approached for ideas. The purpose of the app is to help students find study spaces without having to walk around.
3. Labour Council
The Labour Council is interested in meeting with the SCSU executives. There may be interest in a membership with the organization which will be helpful for future organizing, support and ideas. This discussion will wait until the transition with the new executive.
4. Peer to Peer program
At the most recent commission, a student expressed interested in forming a new peer program. The executive discussed ideas on potential workshops that can be facilitated in the future to help students.
5. Scarborough Subway
A group was interested in having SCSU sign onto a newsletter endorsing the subway, because there is concern about city council cancelling the subway. UTSC supports the subway as well as the LRT, so signing the newsletter helps in the overall goal of better transit for Scarborough.

***BIRT the March 27th meeting be adjourned
APPROVED***

1. Call to Order:
 - a. Present: Wood, Mohamed, Srithas, Siewrattan
 - b. Absent: Kirk, Rajabi

BIRT the April 17th Agenda be approved as presented
APPROVED

2. Full Time Staff Job Postings
The job posting for the Campaigns and Advocacy Coordinator will be posted this week to be hired in the next fiscal year. This is due to the growth of programs developed by the executives and the need for continuity with these programs.
3. Student Suspension Services
There was a discussion about adding the health and dental plan to the services for students who were suspended. This can be done once there is a way to communicate with students about the opt-in/opt-out times because these students are not on the SCSU listserv. This will be discussed with AACC to determine a way to communicate with these students.

BIRT the April 17th meeting be adjourned
APPROVED

1. Approval of the agenda

CALL TO ORDER: 12:08PM

Moved by: Kirk

Seconded: Philipiah

CARRIED

2. Complaint Review

Moved: Kirk

Seconded: Philipiah

Kirk states that Aiyar and Ghobadi were invited to this Elections and Referenda Committee (ERC) Meeting to address the complaint package they submitted to the Elections and Referenda Committee.

Ghobadi asks how by-law changes occur.

Kirk asks which by-laws they are talking about.

Ghobadi is concerned with language around “not limited to” outlined in the Elections Procedures Code.

Kirk explains the reasons behind common language used in policies, and that Ghobadi is referencing a policy amendment rather than a by-law she would like to change. Kirk takes the complainants through the process that was followed last time amendments were made to Elections Procedures Code. Amendments were brought through ERC, then the Policy and By-Law Committee, then passed by the Board.

Aiyar is concerned that the CRO was not diligent with responding to e-mails, and those qualities should be taken in to consideration when hiring a CRO.

Ghobadi is concerned that students aren't aware of what positions candidates are running for. She thinks students should be told which teams will be running with whom ahead of time.

Aiyar doesn't believe directors should run with executives in elections.

Ghobadi is concerned that students should be informed beforehand, people should be told who is running on particular slates at the All Candidates' Meeting.

Aiyar mentioned that students should be made aware that people who have graduated are allowed to run in the SCSU Elections.

Kirk notes that all members of the Scarborough Campus Students' Union, with the exception of Board-members on the Elections and Referenda Committee and students who are under 18, are eligible to run for the SCSU Elections.

Ghobadi thinks students are not well informed on SCSU structure.

Aiyar was concerned that candidates were campaigning inside the Student Centre.

Ghobadi believes the all-candidate's debates should be structured differently. It should not be called a debate if it isn't a debate. There should be an opportunity for candidates to rebuttle when they are in the front of the room.

Aiyar believes posters needing to be stamped should be included in the elections procedures core.

Ghobadi feels unsafe and frustrated that an issue of a candidate harassing them was not brought to the Elections and Referenda Committee, and that these issues should have been brought accordingly.

Kirk expresses that those grievances and all demerit points that were issues were dealt with accordingly. They were also outlined in the CRO report, which was brought to the Board after the SCSU Spring Elections.

Aiyar believes there weren't enough demerit points issued.

Ghobadi suggests having a garbage container by the polling stations to allow for easier removal of campaign material around polling station.

Aiyar thinks the CRO should be more vigilant with explaining allowable distribution of campaign expenses.

Kirk explains to the Committee and the complainants that these minutes will be compiled with the Board Package, and that the Elections and Referenda Committee will deliberate the issues addressed by UTSC Links.

Ghobadi and Aiyar leave the meeting.

Kirk asks what the Committee thinks of the students' concerns.

Philipiah believes that some of their concerns are reoccurring issues. Their concerns on students not being as well informed as they should be is valid, and that should be addressed. At the same time though, the candidates also have a responsibility to outline uncertainties of students during the campaign period if need be. It seems like these people want to disqualify the candidates based on their concerns, which he doesn't think can or should be done. There are some valid improvements that can be taken from this conversation, like the reformatting of SCSUs All-Candidate's Forum, but those particular changes don't require any policy amendments.

Kirk reaffirms that having a garbage by the polling station is completely fair. Directors and executives running together or separately was already brought to the Board later in the summer, and that the board unanimously agreed that folks should be able to run together.

Philipiah says that it's the candidates' responsibility to ensure they understand the Elections Procedures' Code.

3. Motion for adjournment

1:08pm

Moved by: Kirk

Seconded: Philipiah

CARRIED

AGENDA

1. **CALL TO ORDER** - Time: 2:00pm

2. **EQUITY STATEMENT** -

3. **WELCOME REMARKS & INTRODUCTION**
 - Daisy Arko –Present
 - Shivali Barot -
 - Nafisa Mohamed : VP Equity - Present
 - Jessica : President -
 - Jin Mo : Board of Director -
 - Tameem : Board of Director -
 - Trina James : Chair and VP Campus Life –Present

4. **OVERVIEW OF PROCEDURES**

_____ goes over the structure and mandate the Clubs Committee. _____, also highlights the things committee members should be looking out for (i.e missing receipts, etc.)

5. **APPROVAL OF MINUTES**

Motion:

Moved: *Mohammed* *Seconded: Arko*
Passed

6. **APPROVAL OF AGENDA**

Motion:

Moved: *Mohammed* *Seconded: Arko*
Passed

7. **REVIEW CLUBS FUNDING PACKAGES**

- **Motion:** Be it resolved that the SCSU **grant** Co-op Students Association \$46.60 in funding for Coffee Time with a Professor.

Moved: **Kirk**

Seconded: **Mohammed**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Co-op Students Association \$65.29 in funding for Undergraduate Research Panel.

Moved: **Mohammed**

Seconded: **Arko**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Co-op Students Association \$47.72 in funding for Mentors in Co-op Training.

Moved: **Arko**

Seconded: **Kirk**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Co-op Students Association \$56.68 in funding for the MiC Networking Training.

Moved: **Kirk**

Seconded: **Mohammed**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Korea Fever UTSC \$45.43 in funding for Winter Chingu Mingle.

Moved: **Mohammed**

Seconded: **Arko**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Alternative Priorities X \$100 in funding for Talent Show Night.

Motion: **Arko**

Seconded: **Kirk**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Urban Non-Violent Initiatives Through Youth \$502.96 in funding for Scarborough's Best Dance Crew.

Motion: **Arko**

Seconded: **Kirk**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Because I am a Girl - UTSC Chapter \$8.01 in funding for Food and Clothing Drive.

Moved: **Kirk**

Seconded: **Mohammed**

Passed

- **Motion:** Be it resolved that the SCSU **grant** United with Center of Addiction and Mental Health at the University of Toronto Scarborough \$21.20 in funding for Colour and Cocoa.

Moved:

Kirk

Seconded: Mohammed

Passed

- **Motion:** Be it resolved that the SCSU **grant** Jack.org of University of Toronto Scarborough \$58.42 in funding for Jack.org AGM.

Motion:

Arko

Seconded: Kirk

Passed

- **Motion:** Be it resolved that the SCSU **grant** UTSC Muslims' Students Association \$591.00 in funding for Charity Week.

Moved: Kirk

Seconded: Mohammed

Passed

- **Motion:** Be it resolved that the SCSU **grant** Scarborough Ismaili Students' Association \$73.69 in funding for Secret Santa.

Motion:

Arko

Seconded: Kirk

Passed

Round 5

- **Motion:** Be it resolved that the SCSU **grant** Health Research Outreach Team \$52.91 in funding for Sweet and Savoury Bake Sale.

Moved:

Kirk

Seconded: Mohammed

- **Motion:** Be it resolved that the SCSU **grant** University of Toronto Scarborough Campus Chinese Club \$66.10 in funding for UTPT Season 2.

Moved:

Mohammed

Seconded: Arko

Passed

- **Motion:** Be it resolved that the SCSU **grant** Coptic Christian Students Association \$162.03 in funding for Christmas Party / Game Night.

Moved:

Mohammed

Seconded: Arko

Passed

- **Motion:** Be it resolved that the SCSU **grant** Afghan Student Union \$42.60 in funding for Annual General Meeting.

Moved:

Mohammed

Seconded: Arko

Passed

- **Motion:** Be it resolved that the SCSU **grant** Scarborough Ismaili Students' Association \$105.42 in funding for Chi and Chats.

Moved: Mohammed *Seconded: Arko*

Passed

- **Motion:** Be it resolved that the SCSU **grant** Power to Change UTSC \$219.38 in funding for Stressbuster: Speed-Friending Pizza Party. (No CT)

Moved: Mohammed *Seconded: Arko*

Passed

- **Motion:** Be it resolved that the SCSU **grant** Free the Children UTSC \$45.76 in funding for DIY Night.

Moved: Mohammed *Seconded: Arko*

Passed

- **Motion:** Be it resolved that the SCSU **grant** Pakistani Students Association \$77 in funding for PSA's Movie Night.

Moved: Kirk *Seconded: Mohammed*

Passed

- **Motion:** Be it resolved that the SCSU **grant** Hear2Speack \$40.25 in funding for Krispy Samosas.

Moved: Kirk *Seconded: Arko*

Passed

- **Motion:** Be it resolved that the SCSU **grant** TEDxUTSC \$700 in funding for TEDxUTSC Conference.

Moved: Kirk *Seconded: Arko*

Passed

- **Motion:** Be it resolved that the SCSU **grant** Students Supporting UHN \$259.65 in funding for Barbershop on Campus.

Moved: Kirk *Seconded: Arko*

Passed

- **Motion:** Be it resolved that the SCSU **grant** University of Toronto Scarborough Pharmacy Association \$49.95 in funding for Free Popcorn and Cotton Candy.

Moved: Kirk *Seconded: Mohammed*

Passed

- **Motion:** Be it resolved that the SCSU **grant** University of Toronto Scarborough Pharmacy Association \$127.64 in funding for Mock MMI.

Moved: **Kirk** *Seconded:* **Arko**

Passed

- **Moved:** Be it resolved that the SCSU **grant** University of Toronto Scarborough Pharmacy Association \$43.15 in funding for General Members Meeting.

Moved: **Kirk** *Seconded:* **Mohammed**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Korea Fever \$149.24 in funding for Performance Night.

Moved: **Kirk** *Seconded:* **Arko**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Korea Fever \$76.19 in funding for Lunar New Year Celebration.

Moved: **Kirk** *Seconded:* **Mohammed**

- **Motion:** Be it resolved that the SCSU **grant** Co-op's Student's Association \$46.30 in funding for Abroad Opportunities.

Moved: **Kirk** *Seconded:* **Arko**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Oxfam \$320 in funding for Oxfam Jam

Moved: **Kirk** *Seconded:* **Mohammed**

Passed

- **Motion:** Be it resolved that the SCSU **grant** DAT Optimist Club Of UTSC \$88.42 in funding for Cupcake Sale.

Moved: **Kirk** *Seconded:* **Mohammed**

Passed

- **Motion:** Be it resolved that the SCSU **grant** UTSC Cheer Team \$3000 in funding for SCSU Orientation 2016

Moved: **Mohammed** *Seconded:* **Arko**

Passed

- **Motion:** Be it resolved that the SCSU **grant** Minds Matter Magazine \$1063.03 in funding for Arts and Media Issue Release Party

Moved: **Kirk** *Seconded:* **Arko**

Passed

8. ADJOURNMENT

Moved:

Kirk

Seconded: Arko

Passed

AGENDA

1. **CALL TO ORDER** - Time: 4:30pm
2. **EQUITY STATEMENT** -
3. **WELCOME REMARKS & INTRODUCTION**
 - Daisy Arko –Present
 - Shivali Barot -
 - Nafisa Mohamed : VP Equity -Present
 - Jessica : President - Present
 - Jin Mo : Board of Director -
 - Tameem : Board of Director -
 - Trina James : Chair and VP Campus Life -Present

4. **OVERVIEW OF PROCEDURES**

_____ goes over the structure and mandate the Clubs Committee. _____, also highlights the things committee members should be looking out for (i.e missing receipts, etc.)

5. **APPROVAL OF MINUTES**

Motion:

Moved: Arko *Seconded: Kirk*

Passed

6. **APPROVAL OF AGENDA**

Motion:

Moved: Kirk *Seconded: Arko*

Passed

7. **REVIEW CLUBS FUNDING PACKAGES**

- **Motion:** Be it resolved that the SCSU **grant** Ahmadiyya Muslim Students' Association \$122.33 in funding for Qur'an Exhibition.

Moved: Mohammed *Seconded: Kirk*

Passed

- **Motio:** Be it resolved that the SCSU **grant** Project A : The Anime Club \$173.44 in funding for Maid and Butler Cafe.

Moved: *Arko* **Seconded:** **Mohammed**
Passed

- **Motion:** Be it resolved that the SCSU **grant** Project A : The Anime Club \$107.29 in funding for Reorientation.

Moved: *Arko* **Seconded:** **Mohammed**
Passed

- **Motion:** Be it resolved that the SCSU **grant** Hindu Students' Council \$111.38 in funding for Bollywood Karaoke and Game Night.

Moved: *Arko* **Seconded:** **Mohammed**
Passed

- **Motion:** Be it resolved that the SCSU **grant** University of Toronto Scarborough Chinese Club \$920.78 in funding for Basketball Tournament.

Moved: *Kirk* **Seconded:** *Arko*
Passed

- **Motion:** Be it resolved that the SCSU **grant** Association of Accountancy \$554.82 in funding for Intermediate Financial Accounting Case Competition.

Moved: *Kirk* **Seconded:** *Arko*
Passed

- **Motion:** Be it resolved the SCSU **grant** Association of Accountancy \$100.02 in funding for Industry Accounting Information Session.

Moved: *Mohammed* **Seconded:** *Kirk*
Passed

- **Motion:** Be it resolved that the SCSU **grant** Agape Impact \$293.60 in funding for Annual Campus Retreat: React to God's Love.

Moved: *Arko* **Seconded:** **Mohammed**
Passed

- **Motion:** Be it resolved that the SCSU **grant** Because I am a Girl - UTSC Chapter \$48.18 in funding for Documentary Night: International Women's Day.

Moved: *Kirk* **Seconded:** *Arko*
Passed

- **Motion:** Be it resolved that the SCSU **grant** Because I am a Girl : UTSC Chapter \$33.31 in funding for Executive Meeting and Planning.

Moved: *Kirk* **Seconded:** *Arko*
Passed

- **Motion:** Be it resolved that the SCSU **grant** Bangladeshi Students' Association Scarborough \$76.18 in funding for Club Startup.

Moved: *Mohammed*
Passed

Seconded: *Kirk*

- **Motion:** Be it resolved that the SCSU **grant** Urban Nonviolent Initiative Through Youth \$194.14 in funding for Braking the Cycle.

Moved: *Arko*
Passed

Seconded: *Mohammed*

- **Motion:** Be it resolved that the SCSU **grant** Scarborough Ismaili Students' Association \$61.78 in funding for Faith Based Workshop.

Moved: *Mohammed*
Passed

Seconded: *Kirk*

- **Motion:** Be it resolved that the SCSU **grant** Scarborough Ismaili Students' Association \$162.07 in funding for Welcome Back Bash. (Was in Round 1 without CT)

Moved: *Mohammed*
Passed

Seconded: *Kirk*

- **Motion:** Be it resolved that the SCSU **grant** Islamic Relief at UTSC \$21.00 in funding for OSP Panel.

Moved: *Mohammed*
Passed

Seconded: *Kirk*

- **Motion:** Be it resolved that the SCSU **grant** Language Translation and Social Science Career-Path Association \$970.52 in funding for Public Speaking Contest.

Moved: *Mohammed*
Passed

Seconded: *Kirk*

- **Motion:** Be it resolved that the SCSU **grant** Red Cross at UTSC \$11.94 in funding for Movie Night.

Moved: *Mohammed*
Passed

Seconded: *Kirk*

- **Motion:** Be it resolved that the SCSU **grant** Han Chinese Culture Association \$2.61 in funding for Spring Festival Celebration.

Moved: *Arko*
Passed

Seconded: *Mohammed*

- **Motion:** Be it resolved that the SCSU **grant** Han Chinese Culture Association \$154.00 in funding for Traditional Chinese Poem Competition.

Moved:
Passed

Arko

Seconded: Mohammed

7. ADJOURNMENT

Moved:
Passed

Arko

Seconded: Mohammed



SCARBOROUGH CAMPUS STUDENTS' UNION
LOCAL 99 CANADIAN FEDERATION OF STUDENTS

SCSU 2017 TAX CLINIC

BOARD REPORT – APRIL 10, 2017

Nirusaa Nirmalanathan – Tax Clinic Coordinator

Prepared by: Nirusaa Nirmalanathan
SCSU Tax Clinic Coordinator
January, 19, 2017

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ACHIEVEMENTS FOR 2017 TAX CLINIC

Achievements for 2017 Tax Clinic

ACHIEVEMENTS FOR 2017 TAX CLINIC

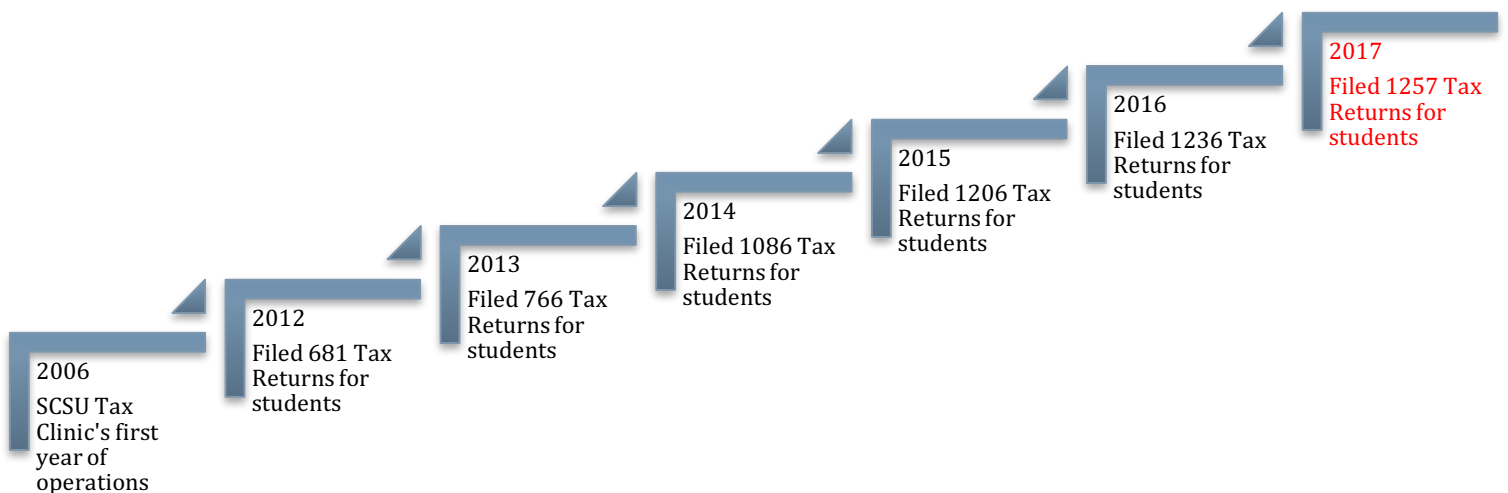
Building on the success from the past, the 2017 Tax Clinic reached new heights with the support of a dedicated team of organizers, volunteers, and sponsors. This program has consistently been received with positive attitudes from students on campus resulting in a continuous growth year-over-year.

Objectives: One of our key objectives for 2017 was to continue the legacy of an increasing number of tax returns filed for students on campus. Our goal for 2017 was to file 1200 tax returns with the aim of assisting more than 1000 students on campus.

Mission: to provide a high standard of accurate and efficient tax filing services to students on campus.

Strategic focus: to educate students on the tax filing process and equip them with the tools needed to independently file their tax returns in the future. It also served as a development opportunity for our tax associate staff to strengthen and hone skills such as teamwork, communication, and working in a fast paced environment.

Below is a timeline illustrating how the Tax Clinic has preformed in its previous years of existence.



Team & Strengths

Team

The 2017 Tax Clinic was staffed by a committed team of 39 Junior Tax Associates, and 9 senior tax associates. The success of this program stems specifically from the combined team effort in various tasks such as the recruitment of volunteers and conducting training sessions to marketing the service on campus. In addition, there was consistent support from the SCSU staff in helping to carry out certain administrative tasks, as well as designing marketing material.

Strengths

One of the key strengths for this year branches from the support of our sponsors: CPA, Meridian Credit Union and Weinreb Company. With an operating budget of nearly \$2000, it was possible to reward volunteers for their hard work and order T-Shirts to broadcast a united team. Another key aspect of the Tax Clinic is conducting the training sessions. To a large extent, the training sessions were successful in educating volunteers on the tax filing process and preparing them to explain the process to student tax filers. Most volunteers provided positive feedback about the sessions noting specifically the amount of valuable knowledge gained during the intensive training sessions. Scheduling junior volunteers for their shifts is also a major task in the program, which was successfully performed through the use of doodle and collaboration between the juniors and myself. This helps to staff volunteers for the duration of the program in an organized manner and requires a commitment of a minimum of 20 hours per volunteer to ensure that we have sufficient staff at all times.

The team used numerous marketing techniques to inform students about the free service. Our presence on campus consisted of handing out flyers, promotions by posters, and BlackBoard and in-class announcements. We also leveraged our presence online through social media platforms, such as Facebook, by promoting the dates of the clinic. The Tax Clinic website was also updated to announce current and extended information. It was also used to allow clients to sign-up for the service. All of these efforts combined

TEAM & STRENGTHS

helped to create a strong marketing plan for the program; as a result, we finished this year with almost 250 sign-ups online.

Overall, the clinic was successful as our team of volunteers filed a total of 1257 tax returns. We received strong positive feedback from clients about their learning experience and the timely and professional service they received.

BUDGET FOR 2017 TAX CLINIC

Budget for 2017 Tax Clinic

Below is the budget for the 2017 tax clinic and the actual expenses incurred. A majority of the money is spent for purchasing T-shirts for the team and to provide food during training sessions. Given the higher operating budget for this year, a significant amount is being spent in rewarding volunteers for their efforts in making the program a success.

| Estimated Expenses for 2017 SCSU Tax Clinic | | | | |
|--|--------------------|----------|-----------------|-------------------|
| | Item | Quantity | Price | Total |
| Volunteer T-Shirts & Lanyards | T-Shirts | 50 | \$10.02 | \$501.12 |
| | HST | | | \$65.15 |
| | | | Subtotal | \$566.27 |
| Lunches Provided at Training Session | Pizza-1st Training | | | \$ 119.54 |
| | Pizza-2nd Training | | | \$102.51 |
| | | | Subtotal | \$222.05 |
| Promotional Material (Printing Costs) | Promotional Flyers | 2500 | \$0.02 | \$50.00 |
| | Posters | 50 | \$0.10 | \$5.00 |
| | Certificates | 49 | \$0.80 | \$39.20 |
| | | | Subtotal | \$94.20 |
| Stationary | Labels | 1 | \$5.00 | \$5.00 |
| | Name Badge Kit | 1 | 0 | \$0 |
| | | | Subtotal | \$5.00 |
| Prizes for Juniors | Gift Cards | 2 | \$20.00 | \$40.00 |
| | Movie Tickets | 2 | \$10.00 | \$20.00 |
| | | | Subtotal | \$60.00 |
| Prizes for Seniors | Honorarium | 9 | \$50.00 | \$400.00 |
| | | 1 | \$25.00 | \$25.00 |
| | | | Subtotal | \$425.00 |
| Grand Total | | | | \$1,372.52 |

BUDGET FOR 2017 TAX CLINIC

| Funds Available | |
|------------------------------|-----------------|
| CPA Sponsorships | \$500.00 |
| Meridian CU Sponsorship | \$566.27 |
| Weinreb Company Solutions | \$600.00 |
| | |
| Total Funds Available | \$1,666.27 |
| Less: Expenses | \$1,372.52 |
| Surplus | \$293.75 |

LOOKING AHEAD & CONTACT INFORMATION

Looking Ahead & Contact Information

In terms of next steps, it would be ideal to maintain strong relationships with our sponsors for this year, namely, CPA Ontario, Meridian Credit Union, and Weinreb Company. The format for many documents have changed in the past year (for example, the Notice of Assessment is a different form now). Therefore, the training documents must be updated to reflect how these documents look. The coordinator should also be hired earlier in order for these documents to be correctly updated. It will also be beneficial to hire the Senior/Junior team earlier in order to build internal relations and commitment to the SCSU Tax Clinic. Promotions for the Tax Clinic should also begin by mid-January so that students are well aware of the duration of the clinic. Lastly, all relevant documents and files are stored on google drive for next year's coordinator.

Sponsors Contact Info:

| | |
|--|--|
| CPA Ontario: Emma Zaorski | ezaorski@cpaontario.ca |
| Meridian Credit Union: Christina Pantzos | christina.pantzos@meridiancu.ca |
| Weinreb Company: Lorne Weinreb | lorneweinreb@gmail.com |