

# SCARBOROUGH CAMPUS STUDENTS' UNION

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LOCAL 99 OF THE CANADIAN FEDERATION OF STUDENTS

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## Board of Directors Package

Wednesday October 26, 2016

7:00PM

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

<b>Last Name</b>	<b>First Name</b>	<b>Constituency or Position</b>
Ali	Muhanad	Director of Anthropology and Health Studies
Al-Ozzi	Tameem	Director of Biological Sciences
Don	Justin	Director of English
Hassan	Deena	Director of Psychology
James	Trina	Vice-President Campus Life (non—voting)
Kirk	Jessica	President
Mohamed	Nafisa	Vice-President Equity
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
Warsame	Samira	Director of Critical Development Studies
Wood	Thomas	Vice-President Academics & University Affairs
Yang	Jin-Mo	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 October 26, 2016 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 October 26, 2016 minutes package including the following documents be approved as presented:

- i. Board of Directors
  - a. September 28, 2016
- ii. Executive Committee
  - a. September 19<sup>th</sup>, 2016
  - b. September 26<sup>th</sup>, 2016
  - c. October 3<sup>rd</sup>, 2016
  - d. October 7<sup>th</sup>, 2016
- iii. SCSU Commission
  - a. September 28, 2016
- iv. Clubs Committee
  - a. October 6, 2016

### **6. Approval of CRO Report**

Motion                      Moved: Kirk                      Seconded:

Be it resolved that the CRO report for the SCSU 2016 Fall By- Election be accepted as presented.

### **7. Ratification of New Members**

Motion                      Moved: Kirk                      Seconded:

Be it resolved that Saja Elshaikh be ratified as Director of Geography for the 2016-2017 fiscal year; and

Be it resolved that Judy Elhaddad be ratified as Director of Management for the 2016-2017 fiscal year; and

Be it resolved that Samin Gholizaden be ratified as Director of Women & Gender Studies for the 2016-2017 fiscal year; and

Be it resolved that Sarkis Kidanian be ratified as Director Political Science for the 2016-2017 fiscal year; and

Be it resolved that Howard Fung be ratified as Director of Computer & Mathematical Science for the 2016-2017 fiscal year; and

Be it resolved that Miguel Waltoo be ratified as Director of Philosophy for the 2016-2017 fiscal year; and

Be it resolved that Aaheli Mukherjee and Evan Wang be ratified as Directors of First Year Students for the 2016-2017 fiscal year.

#### **8. Destroy Election Ballots**

Motion                      Moved: Kirk                      Seconded:

Be it resolved that the ballots for the 2016 SCSU By-Elections be destroyed.

#### **9. Approval of 2015-2016 Audited Financial Statements**

Motion                      Moved: Kirk                      Seconded:

Be it resolved that the 2015-2016 Audited Financial Statements be approved.

#### **10. Striking of Committees**

SCSU Commission

Motion                      Moved: Kirk                      Seconded:

Be it resolved that \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be elected by the Board of Directors to serve on the 2016-2017 SCSU Commission as a Director Representative.

### DSA Funding Committee

Motion                      Moved: Kirk                      Seconded:

Be it resolved that \_\_\_\_\_ be elected by the Board of Directors to serve on the 2016-2017 DSA Funding Committee as a Director Representative.

Be it resolved that \_\_\_\_\_ be elected by the Board of Directors to serve on the 2016-2017 DSA Funding Committee as an At-Large Representative.

### Bursary Committee

Motion                      Moved: Kirk                      Seconded:

Be it resolved that Nafisa Mohamed be elected by the Board of Directors to serve on the 2016-2017 Bursary Funding Committee as the Executive Committee Representative.

Be it resolved that \_\_\_\_\_ be elected by the Board of Directors to serve on the 2016-2017 Bursary Funding Committee as a Director Representative.

Be it resolved that \_\_\_\_\_ be elected by the Board of Directors to serve on the 2016-2017 Bursary Funding Committee as an At-Large Representative.

### **11.Executive Report**

Motion                      Moved: Kirk                      Seconded:

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

### **12.Director updates**

### **13.Adjournment**

Motion                      Moved: Kirk                      Seconded:

Be it resolved that the October 26<sup>th</sup>, 2016 SCSU Board of Directors meeting be adjourned.

## Executive Report

### SERVICES & OPERATIONS

September Income Statement	September 2016	Description of Accounts
<b>REVENUE</b>		
Unrestricted Referendum Fees	\$0	Student Fees
Restricted Referendum Fees	\$0	Membership fees, fees we collect for student societies
Health and Dental Plan Fees	\$6,463.26	Health and Dental Plan Fees
Space Rental Income	\$18,535.92	Room and table rentals, tenants
Services Revenue	\$44,905.92	Sales of services (tickets)
Event Sales	\$101,246.70	Spring Formal, Orientation, Boat Cruise
TTC Metropasses and Fare Sales	\$119,654.55	Income from selling TTC products
Vending Commissions	\$0	Commission
Advertising Revenue	\$0	Handbook, Advertising spots around Student Centre
Other Income	\$1033.92	Sponsorship, Grant, Investment, Interest Income
<b>TOTAL REVENUE</b>	<b>\$291,840.27</b>	
<b>EXPENSE</b>		
Salaries, Wages & Benefits	\$69,809.68	Salaries, wages, honorariums, and benefits
Supplies	\$4,857.04	Office, computer, photocopier, and general supplies
Health and Dental Disbursements	\$0	Fees paid for Health and Dental coverage
Ticket Purchases	\$7,117.90	Discounted tickets, Movie Tickets, Wonderland Tickets etc.
Services	\$4,729.36	Agenda, Tax Clinic, Printing and Photocopying etc.
Cost of TTC Metropasses and Fares Sold	\$110,599.61	Flow through money (cost of selling TTC Metropasses and Fares)
Event Costs	\$84,409.89	Orientation, Spring Formal & other event costs
Elections and Referenda	\$0	Elections supplies and promotion materials
Meetings	\$612.00	Conferences and events attended/hosted by the SCSU
Programming Costs	\$1,138.07	Volunteer Network Program, Campaigns etc.
Funding	\$611.11	Clubs Funding, DSA Funding, Donations, Bursary
Professional Dev & Travel	\$72.45	Health & Safety training, transportation and continuity costs
Restricted Referendum Fees Disbursement	\$12,998.53	Disbursing fees we collect for student societies
Repairs and Maintenance	\$10,257.11	Repairs and Maintenance, Cleaning
Professional Fees	\$7,064.41	Legal, Consulting, auditing fee's
Phones & Telecommunications	\$3,047.01	Website, cell phone allowance, e-mail hosting
Bank Charges	\$477.26	Bank Charges, Interest
Loss on Disposable and Bad Debt	\$0	Bad Debt Expense, Loss on Disposal
Amortization	\$0	Amortization of Furniture, Equipment, and Computers
<b>TOTAL EXPENSES</b>	<b>\$317,801.43</b>	
<b>NET INCOME</b>	<b>\$-25,961.16</b>	

#### Club Lockers

We have fixed the broken club lockers.

#### Food Bank

Board of Directors Meeting #6 of the Scarborough Campus Students' Union  
Wednesday October 26, 2016 | 7:00 PM | SL-232, UTSC Student Centre

We have been meeting with Daily Bread to set up a permanent food bank. There is a lengthy process to get approved.

#### Rex's Den Budget

The Rex's Den is currently being developed.

#### Advertisers

Focus Media has put up televisions around the student centre, for their ads and SCSU events, campaigns and services. We are also working with Rouge media to put back the phone chargers in the student centre. We have set up wifi for for the advertisers.

#### Restricted Referendum Fees Disbursed

The restricted referendum fees have been disbursed to our levy collecting group.

## CAMPAIGNS & ADVOCACY

#### Academic Advising Roundtable

Academic Advising Roundtable: This body brings together many different groups all who play a role in providing academic advice students. Topics that have been discussed here included, the academic early alert efforts on campus, and an early alert form for professors. These projects aim to locating students who need academic advice earlier and have begun being tested with lower years in the large first year classes, such as calculus and hope to improve university retention by notifying students of support resources. Racialized Student's Collective – Real Talks

The Racialized Students' Collective partnered with the Muslim Students' Association for the first Real Talks conversation on October 18th it was around Islamophobia and Racism and how western politics has made it more acceptable for people to show their hate and receive little to no consequences. This was the first talk of a series of conversations we will be having on a bi-weekly basis.

#### CAO Forum

The Student Life and Operations Forum (or CAO Forum, for short) is a space for SCSU executives and student representatives to dialogue, lobby, and provide a student perspective on University issues. This year, Theresa Lagman and Nasma Ahmed will be the students working with SCSU to present items of student concerns. On October 4th, these included asking for a follow-up on meeting with York Region Transit, along with the TTC regarding 198 improvements, addressing study space concerns and inquiring about the UofT Bookstore's commitment to the Fair Trade Campus commitment. There were also safety concerns with respect to the Fight the Fees banner drop; as such, we are currently exploring potential solutions.

#### Dean's Academic Forum

This is a space that is intended to allow students to have a dialogue with the Dean around issues that of importance to students. Issues discussed include: progress on indigenization of UTSC, instructor to student ratios, 2017-18 sessional dates, laptop policy best practices, equity breadth requirements, equity hiring, the proposed exit survey, and academic amnesty for the national day of action



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### DSA Council

The DSA Council is a space for the SCSU, as well as members of all UTSC DSA's to meet together on a regular basis in order to discuss any business that is of importance to either group. Some items discussed at this meeting include: Follow ups to issues raised by the council around study space, and updates on projects that the VP AUA has been working with the Dean's office, such as laptop policy best practices.

### Flying Squads at York and Ryerson

SCSU executives participated at flying squads that took place at York on October 12th and Ryerson on October 19th. This was an opportunity for student unions to work together to do mass outreach at one campus to reach out to as many students as possible about the National day of action happening on November 2nd. If you want to get involved with the next flying squad taking place at UTSC on Wednesday October 26th from 11 am – 5 pm, feel free to contact Sitharsana Srithas at [external@scsu.ca](mailto:external@scsu.ca).

### Health and Wellness Advisory Committee

The VP External, Sitharsana Srithas, sits on the Health and Wellness Centre Advisory Committee as an executive of the Council of Student Services (CSS). The first meeting was held on October 18th, in which the committee had an overview of the services provided by the Health & Wellness Centre. The committee also looked at a draft of a Health and Wellness poster and gave feedback. The committee will meet again next month.

### Provost Meeting

The SCSU executive meet with folks from the Vice Provost, Students office about once a month to address student issues at the Scarborough Campus. On September 26th, we discussed the sexual violence policy, presented a solution to retention strategies at UTSC, spoke about the academic toolbox renewal, and received updates on the demographic survey.

### Provostial Undergraduate Student Advisory Group

October 4th was the first of a series of meetings hosted by the Provost office that the SCSU President will be attending all school year long. One representative from a variety of student societies along with student unions across the University of Toronto gathered to meet with the Vice Provost, Students. This first meeting was centered on the draft sexual violence policy, where the implementation plans were presented. Students used this as an opportunity to address their concerns with the policy. Some of which were also outlined in the Sexual Violence Consultation Summary Report SCSU spearheaded in collaboration various student unions, equity service groups and departmental student associations across UofT. \*The Summary Report can be found in this board package.

### SCSU Academic Forum

Academic Forum: The SCSU began the Academic Forum as the result of a motion struck at the Campaigns and Equity commission to have a space for students to discuss academic concerns, issues, and experiences. The first Academic Forum took place on November 10, 2015 and this space brings together administration and students so they can work together to overcome the barriers students face in their academics. This meeting touched on a number of issues including accessibility, technology in the classroom, financial aid support, and isms in the classroom. This

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year, the VP AUA intends to increase the frequency of Academic Forums, by hosting one every other month, beginning in October.

#### SCSU Presentation at Campus Council

SCSU is generally invited for an introductory presentation at the beginning of the Campus Council cycle. While we welcomed the invitation, we also used it as an opportunity to readdress some of our priorities and recommendations that were relevant to the body. During the presentation, we offered tangible solutions toward implementing TRC, creating a more welcoming environment for the campus community, and obtaining free education.

#### SCSU Submission for Artside Out 2016

On Thursday October 6th, the executives participated in the annual Artside Out event that took place from 11 am – 4 pm. SCSU was positioned outside the BV wall where we had a chalk wall where students could express why they are fighting the fees on Nov 2nd and make personalized Fight the Fees buttons. Students were also able to participate in an interactive display of Fight the Fees. Students were really engaged and we were successful in gaining a lot of support for the Fight the Fees campaign.

#### Sexual Violence Committee Meeting

The Sexual Violence Committee had a meeting on October 19th, and discussions were driven around how to educate students and staff about Sexual Violence and to hear feedback about the student consultations. The committee meets on a monthly basis to ensure we create ways for safe spaces on campus.

#### Toronto Action Coalition Meetings

There were meetings held on Thursday Sept 29th at George Brown and Thursday Oct 13 at UTSC to discuss in detail what the National Day of Action is going to look like at each campus and at Queen's Park. The Day of Action at UTSC will begin with free pancake breakfast, which will be served from 9 am to 11 am. Afterwards, students will be loaded on buses to leave downtown where we will meet with the other two U of T campus and organize a rally with various speakers, performers and activities. Next, we will be marching to the action at Queen's Park, where we will be meeting with the rest of the universities and colleges in the GTA. Free lunch will be provided at Queen's Park. The Day of Action will end at 4 pm after which students will be loaded on to buses to return to UTSC. If you have any questions about the Day of Action or want to volunteer on this day, please email Sitharsana Srithas at [external@scsu.ca](mailto:external@scsu.ca).

## EVENTS & PROGRAMMING

### 4.0

The SCSU hosted the Annual Fall 4.0 Fair, which is an event that aims to connect students to the resources available to them through the University. These include, the Library, Academic Integrity Office, DSAs, and AccessAbility. Due to restrictions that lack of space have placed on the meeting place, this event was scheduled for the Monday after reading week, this likely impacted the number of students that were on campus.

### Clubs Training

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The next clubs training will be taking place on November 7th, from 10am to 4pm. For more information, contact [campuslife@scsu.ca](mailto:campuslife@scsu.ca)

### Dog Therapy

The SCSU hosted a Dog Therapy session as a midterm destressor. This event was put on in partnership with the St. John's Ambulance Dog Therapy Program. Unfortunately, due to difficulties on the part of St. John's in scheduling volunteers to come out to Scarborough, only one team was able to attend the event.

### International Student Café

Some of the students who attended the Thanksgiving lunch just days earlier ended up joining SCSU on Friday, October 14th for our International Student Café! While enjoying a free lunch provided by us, we also had an opportunity to have great discussions about experiences in Toronto, along with the disproportionate impact of tuition fees on international students. Our International Student Coordinator was of great support in shaping this event!

### International Student Centre Thanksgiving Lunch

SCSU was invited to speak at and dine with international students on October 9th, for the International Student Centre's annual thanksgiving lunch. For many students, this may have been their first Thanksgiving celebration, which also provided a great opportunity to include conversations about the colonial legacy of the celebration itself.

### Nightmare on Military Trail

On October 27th, the SCSU will be hosting a free Halloween social at Rex's Den from 7:00pm to midnight. The SCSU will be conducting a variety of Halloween theme activities, sell drinks at a special rate, and giving out prizes for the best dress. For more information contact [campuslife@scsu.ca](mailto:campuslife@scsu.ca).

### U.S. Presidential Debate Screening

On October 19th, SCSU and PSSA organized a screening of the last U.S. Presidential Debate at Rex's Den from 9 pm – 11 pm. Several students attended and snacks were given out to attendees.

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MEETING MINUTES

Board of Directors Meeting #5 of the Scarborough Campus Students' Union  
Wednesday September 28, 2016 | 7: 21 PM | Rex's Den Lab, UTSC Student Centre

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**Board of Directors, Scarborough Campus Students' Union**

	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>CONSTITUENCY OR POSITION</b>
✓	ALI	MUHANAD	DIRECTOR OF ANTHROPOLOGY AND HEALTH STUDIES
✓	AL-OZZI	TAMEEM	DIRECTOR OF BIOLOGICAL SCIENCES
✓	DON	JUSTIN	DIRECTOR OF ENGLISH
✓	HASSAN	DEENA	DIRECTOR OF PSYCHOLOGY
✓	JAMES	TRINA	VICE-PRESIDENT CAMPUS LIFE (EX OFFICIO)
	KIRK	JESSICA	PRESIDENT
✓	MOHAMED	NAFISA	VICE-PRESIDENT EQUITY
✓	PHILIPAH	ALEXSON	DIRECTOR OF ARTS, CULTURE AND MEDIA
✓	RAJABI	YASMIN	VICE-PRESIDENT OPERATIONS (EX OFFICIO)
✓	SINGH	ARYANA	DIRECTOR OF PHYSICAL AND ENVIRONMENTAL SCIENCES
✓	SRITHAS	SITHARSANA	VICE-PRESIDENT EXTERNAL
✓	WARSAME	SAMIRA	DIRECTOR OF CRITICAL DEVELOPMENT STUDIES
✓	WOOD	THOMAS	VICE-PRESIDENT ACADEMICS & UNIVERSITY AFFAIRS
✓	YANG	JIN-MO	DIRECTOR OF SOCIOLOGY

MEETING MINUTES

**1. CALL TO ORDER**

A quorum being present, the Chair called the meeting to order at approximately 7: 21 p.m.

**2. ANNOUNCEMENTS**

Singh reminds the Board that the Toronto Action Coalition will meet at George Brown tomorrow from 5 p.m. to 7 p.m. to discuss the Fight the Fees Campaign and the National Day of Action.

Mohamed stated that the Racialized Students' Collective launch will be held tomorrow at Rex's Den from 7 p.m. to 10 p.m.

**3. APPROVAL OF THE AGENDA**

**MOTION**

Moved: Kirk

Seconded: Srithas

Be it resolved that the agenda for the September 28, 2016 SCSU Board of Directors meeting be approved as presented.

Vote: All in favour

**CARRIED**

**4. EQUITY STATEMENT**

Mohamed reads 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: Don

Be it resolved that the September 28<sup>th</sup>, 2016 minutes package including the following documents be approved as presented:

- i. Board of Directors
  - a. July 27th, 2016 (Supporting document on page 10)
- ii. Executive Committee
  - a. August 10th, 2016 (Supporting document on page 17)
  - b. August 16th, 2016 (Supporting document on page 18)
  - c. August 23rd, 2016 (Supporting document on page 19)
  - d. September 7th, 2016 (Supporting document on page 20)
  - e. September 15th, 2016 (Supporting document on page 21)

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Vote: All in favour

#### CARRIED

#### 6. ORIENTATION REPORT

##### MOTION

Moved: Kirk

Seconded: Wood

Be it resolved that the 2016 Orientation report be accepted as presented.

Vote: All in favour

#### CARRIED

#### 7. EXECUTIVE REPORT

(Supporting document on page 6)

##### MOTION

Moved: Kirk

Seconded: Srithas

#### SERVICES & OPERATIONS

Rajabi speaks on the **August Profit and Loss Statement**

Rajabi notes that the expense cost of the August statement is similar to previous months except for an increase in event costs due to the expenses related to Orientation.

Rajabi speaks on **Hero Burger Sale**

The final bill of sale for Hero Burger has been signed. New owners have begun operating the Hero Burger.

Rajabi speaks on **Rex's Den**

Rex's Den has a new website. The catering menu is complete and on the website. Student groups can book Rex's Den space and catering directly on the website. Café Rex's is now open, and will be soon getting lights to make it a better study space for students.

Mohamed speaks on **SCSU Grants**

The Grants and Bursaries applications have opened up on eservice. The deadline to submit applications is November 1st.

#### CAMPAIGNS & ADVOCACY

Srithas speaks on **Academic Amnesty for the National Day of Action**

On September 16th, the University of Toronto granted Academic Amnesty for students who wish to participate in the National Day of Action on November 2nds. Faculty and instructors were further encouraged not to schedule tests or mid-terms and provide accommodation on this day. For more information about the National Day of Action, contact Sitharsana Srithas at external@scsu.ca.

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#### Wood speaks on **Academic Integrity Matters**

The VP attended a meeting of the Academic Integrity Matters group, a working group comprised of UTSC departments that work to educate students about academic honesty. The meeting discussed the International Centre for Academic Integrity's (ICAI), of which UTSC is a member, Day of Action against Contract Cheating which will be happening in October. AIM was interested in the ways that they could plug in existing SCSU work to this Day of Action. As October is when SCSU traditionally holds its Academic Advocacy Week, and since SCSU was already planning on holding a 4.0 Fair on the day of the Day of Action, the AIM agreed to support the work that SCSU is currently doing.

#### Mohamed speaks on **ARCDO**

On September 12, The Anti-Racism & Cultural Diversity Office had a meeting with different groups from the UofT campuses. This meeting was to introduce new individuals and the next steps for the Anti-Bias Awareness training.

#### Wood speaks on **Book Exchange**

The SCSU Book exchange is modeled on various other take-a-book-leave-a-book programs, such as grassroots community pop-up libraries. The program also offers first years receive one free textbook by showing their syllabus. The goal of this program is to help students with the high cost of textbooks, and other academic books by promoting the sharing of these books. The VP AUA and the Book Exchange Coordinator ran the Book Exchange at both the SCSU Fest and the Disorientation. In total, over 50 students left the exchange with a new book in their possession.

#### Wood speaks on **Dean Gough's Welcome Reception**

The VP AUA and the VP Operations attended the reception to officially welcome Professor Bill Gough, who had previously been the Interim Vice-Principal (Academic) and Dean, to his permanent position as Vice-Principal (Academic) and Dean of UTSC. The reception was held in the Environmental Sciences and Chemistry Building.

#### Srithas speaks on **Fight the Fees Task Force Meeting**

The first Fight the Fees Task Force meeting for the fall semester was on Tuesday September 20th at 4:00 pm in SL 222. This is an opportunity to get together with UTSC students and have open conversations about how the Fight the Fees campaign will look like on our campus but also, to discuss the student national day of action on November 2nd. If you want to get involved with this campaign or want more information, feel free to contact Sitharsana Srithas at [external@scsu.ca](mailto:external@scsu.ca).

#### Wood speaks on **September DSA Council**

The DSA Council is a space for the SCSU, as well as members of all UTSC DSA's to meet together on a regular basis in order to discuss any business that is of importance to either group. Some items discussed at this meeting include: DSA Funding and Renewal forms, SCSU Fall ByElections, Fight the Fees, Academic Forum, Orientation Feedback and Academic Advocacy Month.

#### Rajabi speaks on **Standing Rock – Solidarity Action**

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Sioux people as well as Indigenous communities and allies across Turtle Island have been gathered in South Dakota to protest the proposed Dakota Access Pipeline. If built, DAPL would destroy a historic burial site for Sioux ancestors and be detrimental to our environment. Though Obama administration suspended construction, the National Day of Action on Tuesday, September 13th called on the revocation of all pipeline permits. This city's protest began at Toronto Stock Exchange and finished up at Dundas Square, and SCSU was there to stand in solidarity and against injustice toward Indigenous communities and the environment.

#### Wood speaks on **Study Space Working Group**

The VP AUA attended the second meeting of the Study Space working group. This group is composed of different stake holders in study space at UTSC. If anyone has any issues with study space that they wish to have discussed at this group, they should speak to the VP AUA.

#### EVENTS & PROGRAMMING

##### James speaks on **Clubs Week**

This semester from September 12th to September 23rd, the SCSU hosted their clubs week, showcasing some of the clubs that UTSC has to offer. Thanks to all the student groups that took part.

##### Srithas speaks on **Dis-Orientation**

On Thursday September 8th, the annual Dis-orientation took place from 11 am – 4 pm. The event took place in the Meeting Place from 11 am – 4 pm in which multiple groups both internal and external tabled, various student artists on and off campus performed and free BBQ and raffle prizes were given to students.

##### James speaks on **Orientation Legend 2016**

This past summer the SCSU Executive, Orientation Executive Team, and the over 200 volunteer took part in welcoming 1000 first years students to UTSC. Students in attendance took part in three days of events including a hypnotist show by Jeff West, Orientation Carnival and concert featuring J-Soul. Special thanks goes out to all of the students who dedicated their time, all the departments on campus you helped in the promotion and execution of the event, and all the student groups who attended. If you have any questions, contact me at anytime.

##### James speaks on **Outdoor Movie Night**

On September 7th, the SCSU hosted a Movie Night screening Star Wars the Force Awakened. Due to a forecasted thunderstorm, the outdoor movie night was moved to Rex's Den. Thanks to all the students who attended, special thanks to Rex's Den for the last minute accommodations.

##### James speaks on **SCSU By-Elections**

The SCSU By-elections are underway! The nomination packages were set to be picked up on September 12th and were due on September 23rd, 2016. Campaign period starts on October 3rd until October 19th, 2016. For further inquiries about the by-elections, contact [cro@scsu.ca](mailto:cro@scsu.ca).



Board of Directors Meeting #6 of the Scarborough Campus Students' Union  
Wednesday October 26, 2016 | 7:00 PM | SL-232, UTSC Student Centre

#### MEETING MINUTES

Board of Directors Meeting #5 of the Scarborough Campus Students' Union  
Wednesday September 28, 2016 | 7: 21 PM | Rex's Den Lab, UTSC Student Centre

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#### James speaks on **SCSUfest**

On September 6th, the SCSU host a festival in the ARC Quad from 11am to 4pm. Students how attend had the chance to play in a ball bin sponsored by Kiji, received free ice cream, popcorn and cotton candy. The SCSU also handed out their free handbooks and gave students the chance to fight the fees in our Bounce and Box inflatable. Special thanks goes out to all of the groups who set up booths during the event, and thanks to all of the students who attended.

#### Mohamed speaks on **Student Led Sexual Violence Consultation Meeting**

APUS, SELF, SOS, & WT\*C have partnered together with us to work on a student led consultation on the draft of the sexual violence policy. The event will be on September 27th, from 5-7pm in the Rex's Lab.

#### James speaks on **Tri Campus Parade**

On September 9th the SCSU and various over 300 students attended the UofT Tri- Campus Parade. Student who attend were able to share some UTSC pride as we paraded downtown from the Varsity Stadiums to Kings College Circle. After the parade UTSC student made their way to Simcoe Hall to let the University of Toronto administration know that UTSC students will not toleration high tuition and that we will be fighting the fees on November 2nd. After the parade students took part in a carnival hosted by the UTSU. Once the carnival ended, students where offered shuttle service to UTSU's After Party at Sound Academy or buses back to campus.

#### James speaks on **Views from the Bow: Boat Cruise**

On September 22, the SCSU hosted their Annual Boat Cruise in collaboration with SCAA. Students who attend were able to set sail and party the night away on Lake Ontario. Special thanks goes to all who attended, if you have any question email [campuslife@scsu.ca](mailto:campuslife@scsu.ca)

#### James speaks on **Week of Welcome**

This year for week of welcome the SCSU hosted wide variety of events from September 6th to September 9th. Some of the events include SCSU Fest, Movie Night, Freezie Day and much more.

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

Vote: All in favour

#### **CARRIED**

#### **8. DIRECTOR UPDATES**

Philipiah stated that he is collaborating with Rajabi to organize a food drive. Philipiah stated that it is a work in progress.

Don stated that the S.E.L.F. DSA hosted a Mix and Mingle in the room above the Market Place for students to meet with UTSC faculty, lecturers, and PHD students. Don reminded the directors to provide

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explicit instructions when holding an event because some students had trouble finding the room and missed the event.

Don asked whether UTSC considered itself a Fair Trade campus, specifically the UTSC Bookstore.

James responded that UTSC considers itself a Fair Trade campus because food such as sugar and coffee is Fair Trade.

Don asked if it was possible to request that SCSU reach out to the UTSC Bookstore to investigate the possibility of increasing the use of Fair Trade goods at UTSC.

Rajabi recommended to bring up this suggestion to the CAO forum.

Warsame stated that she was recently contacted to facilitate a self-care workshop for Black Muslims. Warsame stated that she is preparing a workshop and hopes to have a workshop ready by October.

Warsame stated that she was trying to get in contact with the IDSSA and the CCDS to get involved with these clubs.

Singh stated that EPSA held a Mix and Mingle for students to meet with their faculty. Singh stated that the Mix and Mingle focused on research and was well attended. Singh has been discussing the upcoming Academic Forum with students and noted that they showed interest.

Al-Ozzi, Ali, Yang and Hassan had no updates.

#### **9. Adjournment**

#### **MOTION**

Moved: Kirk

Seconded: Srithas

Be it resolved that the September 28th, 2016 SCSU Board of Directors meeting be adjourned.

Vote: All in favour

#### **CARRIED**

The meeting was adjourned at 8:31 p.m.

MINUTES – SCSU EXECUTIVE COMMITTEE

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students  
Monday, September 19<sup>th</sup>, 2016 | 1:00pm | UTSC Student Centre, SL – 108

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1. Call to Order:

- a. Present: Kirk, James, Wood, Mohamed, Srithas, Siewrattan
- b. Absent: Rajabi

***BIRT the Sept 19th Agenda be approved as presented***  
***APPROVED***

2. MLSE Updates

The prices for the Raptors tickets have been sent. A few games will be selected and 20 tickets will be purchased for those games.

3. CAO Forum

Items need to be submitted for the CAO Forum and Academic forum. Topics will include transit, study space, wifi and student to TA ratio. A call for items will be brought to the DSA Meeting.

4. Alumni Lounge

Health and Wellness Centre requested alumni lounge to run a program. The program will be run for a significant portion of the week. Because this will take away from the clubs booking time, we will not be permitting the usage.

5. Yuk Yuk

Interested in having a show on campus. The executive will not be moving forward with a comedy show as it has been known to have problematic content.

6. DSA Council

Many of the DSAs have not submitted their forms. Academic forum will be discussed and also a general discussion of academic barriers.

7. Boat Cruise

Discussion of roles and responsibilities for Boat Cruise Event

8. Bursaries

There have not been many applications for Dollar for Daycare. There will be a request sent to APUS to advertise for the bursary. The textbook range sheet will also need updating.

9. AGM

Notification has been sent out about AGM and required reports.

***BIRT the Sept 19th meeting be adjourned***  
***APPROVED***

MINUTES – SCSU EXECUTIVE COMMITTEE

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students  
Monday, September 26<sup>th</sup>, 2016 | 1:00pm | UTSC Student Centre, SL – 108

---

1. Call to Order:

- a. Present: Kirk, James, Wood, Mohamed, Srithas, Siewrattan
- b. Absent: Rajabi

***BIRT the Sept 26th Agenda be approved as presented  
APPROVED***

2. Debate

The US Presidential debate will be happening from 8pm onwards. Popcorn will be offered and a bingo has been created.

3. Commission

There are not very many items that have been submitted. There will be a standing item of Fight the Fees. Textbook for change has also added an item.

4. RSC Launch

There will be performances from 7-10pm.

5. Academic Forum

There are graphics being created by the Creative Director. DSAs will be promoting the event

6. International Student Cafe

This event will be happening during reading week. The international student centre will be contacted about collaboration and reaching out to students.

7. Fight the Fees Update

The banner drop will be happening very soon. The next Task Force Meeting will occur from 5-7pm. A flash mob has been planned to occur on Oct 18th

8. Boat Cruise Debrief

The SCAA partnership was not very strong. The separation of food and alcohol on the boat was not done well. The event cut off occurred from 1130am. A conversation will be happening with the boat company.

9. Clubs Training

This Friday clubs training will be happening. Forty clubs will be coming to the event. Lunch will be at Rex's Den and catering menu will be offered.

***BIRT the Sept 26th meeting be adjourned  
APPROVED***

Board of Directors Meeting #6 of the Scarborough Campus Students' Union  
Wednesday October 26, 2016 | 7:00 PM | SL-232, UTSC Student Centre

MINUTES – SCSU EXECUTIVE COMMITTEE

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students  
Monday, October 3<sup>rd</sup>, 2016 | 10:00am | UTSC Student Centre, SL – 108

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1. Call to Order:

- a. Present: Kirk, Wood, Mohamed, Siewrattan
- b. Absent: James, Srithas

***BIRT the Oct 3<sup>rd</sup> Agenda be approved as presented***  
***APPROVED***

***BIRT Thomas Wood provide support for the Textbook for Change Task Force***  
***APPROVED***

***BIRT Nafisa Mohamed provide support in writing a letter opposing Professor Peterson's***  
***lectures***  
***APPROVED***

***BIRT the Oct 3<sup>rd</sup> meeting be adjourned***  
***APPROVED***

MINUTES – SCSU EXECUTIVE COMMITTEE

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students  
Friday, October 7<sup>th</sup>, 2016 | 3:00pm | UTSC Student Centre, SL – 108

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1. Call to Order:

- a. Present: Kirk, Wood, Mohamed, Siewrattan
- b. Absent: James, Srithas

***BIRT the Oct 7th Agenda be approved as presented  
APPROVED***

2. Evening of Excellence

This will be happening on the same day as the day of action from 5:30-7pm. The executive will not be able to attend the event.

3. Sexual Violence Centre Working Group

They are creating a working group to see how the centre can come together. The university is leaning towards decentralization of offices and a rep will need to sit on this.

4. Clubs Training

The final clubs training will occur on Nov 7<sup>th</sup>

5. UTSC Town Hall

This event will be happening on the same day as pledge day. One executive will be attending.

***BIRT the Oct 7th meeting be adjourned  
APPROVED***

MINUTES – COMMISSION MINUTES

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students  
Wednesday, September 28<sup>th</sup>, 2016 | 5:00pm | UTSC Student Centre, SL – 232

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1. Call to Order 5:09pm
  - a. Present: Kevin Liu  
Justin Don  
Sitharsana Srithas  
Trina James  
Fathiya Ainanshe  
Nicholas Archibald  
Thomas Wood  
Nafisa Mohamed  
Jin-Mo Yang
  - b. Absent:
2. Equity Statement
3. Overview of the Commission
4. Fight the Fees

Srithas provided an overview of the campaign. The SCSU is advocating for reduced tuition fees along with the rest of the country. Over 2000 signatures have been collected and the provost office has endorsed the campaign encouraging academic amnesty. There have been Task Force Meetings where different ideas have been brought forward by students. Some programming coming up will be a Flash Mob, Pub Night and an event called Scare the Hunger Away.
5. Refugee Justice (TABLED)

The student who brought forward this agenda item was not present at the meeting.
6. Textbooks for Change

Ainanshe provided background on Textbooks for Change. The campaign came to the scarborough campus last winter. There were two drop off locations on campus. This year there is interest in bringing back the campaign. The SCSU drop off location is very important.

Liu states that the program conflicts with the Book Exchange Program and that the Textbooks for Change has a cost involved for students.

Wood suggests that there be a drop off box where books that are not being used in courses can be donated to the organization. There needs to be a system developed where students don't just drop off books that are currently in use.

**BIRT a Textbook for Change working group be developed for the 2016-17 academic year.**

**Moved: Wood**

**Seconded Srithas**

**CARRIES**

7. Other Business

Rajabi discusses the issues arising from Professor Peterson's statements at the downtown campus. Suggests writing a letter to condemn the lecture made by Professor Peterson

**BIRT the SCSU Executive write a letter condemning Professor Peterson's statements regarding gender identity.**

**BIFRT the SCSU Executive consult SC:OUT, Women and Trans\* Center and other groups before writing this letter.**

**Moved: Rajabi**

**Seconded: Wood**

**CARRIES**

8. Adjournment – 5:50pm

***BIRT the July 4<sup>th</sup> meeting be adjourned  
APPROVED***



MINUTES – Clubs Committee

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students  
Thursday, October 6, 2015 | 1:00pm | UTSC Student Centre, SL – 232

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**AGENDA**

**1. CALL TO ORDER –**

James calls the meeting called to order at 1:22pm.

**2. EQUITY STATEMENT**

Mohamed reads an equity statement at the start of the meeting.

**3. WELCOMING REMARKS & INTRODUCTIONS**

- Daisy Arko-dadzie
- Shivali Barot
- Nafisa Mohamed – VP Equity
- Jessica
- Trina James – Chair and VP Campus Life

**4. OVERVIEW OF PROCEDURES**

James goes over the structure and mandate of the Clubs Committee. James also highlights the things committee members should be looking out for.

**5. APPROVAL OF THE MINUTES**

**MOTION** Moved:           Seconded:

No previous minutes to approve.

**6. APPROVAL OF THE AGENDA**

**MOTION** Moved: James Seconded: Kirk

**PASSES**

**7. REVIEW CLUB FUNDING PACKAGES**

- a. **Motion** Be it resolved that the SCSU **defer** University of Toronto Scarborough Dragon Boat Club funding for Toronto International Dragon Boat Race Festival to the next meeting.

Brain and Victoria from the Dragon Boat club came to give an overview of the club. They go over the structure and operation of the club. The club is asking funding for their biggest race for the International Dragon Boat Race Festival.

James goes over the what the clubs are asking for. In total they are asking for \$1433 and the event was \$2603 in total.

Kirk inquires about other forms of funding athletic clubs have access to. James says she will inquire.

Arko-dadzie states that we should wait until we get all the receipts to see what the final amount is.

James motions to defer the item until the next Clubs Committee meeting. Passes unanimously.

- b. **Motion** Be it resolved that the SCSU **grant** University of Toronto Scarborough Campus Chinese Club \$64.98 in funding for Orientation.

James states that this club has requested \$64.98 in funding. James motions to fully fund the event. Passes unanimously.

## 8. Adjournment

**MOTION** Moved: James  
**PASSES**

Seconded: Kirk

### ***Final Report***

For the past two months I have had the pleasure of being appointed the Chief Returning Officer for the Scarborough Campus Students Union 2016 Fall- By elections.

The elections are held twice a year during the fall and spring seasons respectively. This election focused on appointing first year reps in the programs they are majoring in. As appointed Chief returning officer my duties were as follows:

- Verify your nomination packages
- Hiring and training of DROs and Poll Clerks
- Obtaining voters list from UofT; Prepare and maintain voter registration database
- Approval of campaign material
- Provide rulings on complaints filed by candidates
- Secure voting spaces on campus; obtain ballot boxes, seals, screens from Elections Canada
- Organize + Run All-Candidates meeting
- Report to SCSU Board of Directors

And finally, producing this detailed report showing preciously how every task was executed and the final results of the election.

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- ***Introduction***
- ***Important Dates***
- ***Election Preparation***
- ***Verifying Nominees***
- ***Successful Candidates***
- ***All Candidates Meeting***
- ***Election***
- ***Results***
- ***Recommendations***
- ***Conclusion***

## **Important Dates**

### **2016 SCARBOROUGH CAMPUS STUDENTS' UNION BY-ELECTIONS IMPORTANT ELECTION DATES**

#### **NOMINATION PERIOD**

**OPENS:** September 12, 2016

**CLOSES:** September 23, 2016

#### **ALL CANDIDATES MEETING**

**DATE:** Friday September 30<sup>th</sup> 2016

**TIME:** 3pm

**LOCATION:** Room SL-232, 2nd Floor Student Centre.

#### **CAMPAIGN PERIOD**

**OPENS:** Monday, October 3, 2016

**CLOSES:** Wednesday, October 19, 2016

Campaigning is permitted through the end of the voting period.

#### **CANDIDATE DEBATES**

**There will be no debate scheduled for the fall by-elections.**

#### **VOTING (PAPER BALLOTS)**

**STARTS:** Monday, October 17, 2016 at 10AM

**ENDS:** Wednesday, October 19, 2016 at 6PM.

#### **ELECTION EXPENSE REPORT FORM SUBMISSION**

**DEADLINE:** Saturday, October 22, 2016 at 6PM.

## **ELECTION PREPARATION:**

### ***Advertising:***

The SCSU election was advertised in a fair and timely manner, giving all students' equal opportunities. The election was advertised in the following methods and locations:

- Poster in various bulletin boards in high traffic areas such as; the Student center, Baliden Wing, Science Wing, Instructional Center and Humanities Wing
- Facebook
- The SCSU website, which was updated frequently as information was being released
- The underground's First Year package
- Was promoted by members of the SCSU elections and referenda committee as an engagement opportunity

### ***Call for Nominations:***

The nomination period for the SCSU fall by election began on September 12 and remained open until September 23 2016 at 6pm.

The nomination packages were available at the front desk at the SCSU office and included the following:

- A position-specific nomination form.
- A Proxy form for candidates to fill out if they cannot make the All-Candidates Meeting
- Important contact information.
- Important dates.
- Statement of Eligibility for Elections forms.
- A copy of the election by-laws.
- SCSU Elections Best Practices Manual

### ***Verifying Nominees:***

Director positions required a minimum of 50 valid signatures. The packages including the nomination and statement of eligibility form were completed by the candidates and returned to the CRO at the SCSU by September 23<sup>rd</sup> at 6pm for ratification. Each candidate's eligibility was checked by cross-referencing the candidate's year and program with a masters list of all students obtained by the SCSU President from the Office of Student Affairs and Services.

### ***Successful Nomination List:***

The following students handed in nomination packages to the CRO and successfully met the criteria of the elections and were able to run some were contested some were acclaimed:

Board of Directors Meeting #6 of the Scarborough Campus Students' Union  
Wednesday October 26, 2016 | 7:00 PM | SL-232, UTSC Student Centre

***Contested First Year Director:***

Aaheli Mukhjeer

Evan Wong

Nishali Lowe

***Acclaimed:***

***Director of Political Science***

Sarkis Kidanian

***Director of Geography***

Saja Elshaikh

***Director of Management***

Judy Elhaddad

***Director of Women & Gender studies***

Samin Gholizaden

***Director of Computer & Mathematical Science***

Howard Fung

***Director of Philosophy***

Miguel Waltoo

***Vacant:***

Director of Part Time Students

Director of Centre for French and Linguistics

***Voters' List***

A voter's list is required to confirm the name, year, program, and status of the SCSU membership to ensure voting eligibility for each constituency. The voters list was obtained by the SCSU President from the Office of Student Affairs & Services.

***Ballot Box and Voter Screens Preparations:***

Ballot boxes and voter screens are required for each polling station during the elections. To ensure that each station would be properly equipped for elections, an inventory check was completed weeks prior to the election dates. Enough ballot boxes, seals and voter screens remained in the inventory from prior elections and there was no need to reorder from Elections Canada.

***Polling Stations***

The three designated polling stations were placed in the following locations:

1. IC Building
2. The Student Centre
3. BV Atrium

All polling stations were equipped with their own set of supplies as packaged in their poll kit. These supplies included:

- 1 Laptop
- 1 Extension Cord
- 1 Power Bar
- Poll Clerk + Scrutineer Sign in Sheet
- Ballots
- Large white envelopes
- Small white envelopes
- 1 Box of pens
- 1 Roll of masking tape
- 1 Set of instructions on setting up the polling station.
- SCSU Election 2016 Polling Station signs.
- A printed out slide presentation the from Poll Clerk training and a flow chart on (a) how to properly cast a vote and (b) the Double Envelope method

***Deputy Returning Officer (DRO)***

Applications for the DRO positions were up at the same time as the CRO position. It was the CRO's duty to look through the applications for the most qualified for the two vacant positions. Of the seven (6) applicants that emailed their resumes and cover letters to participate in this opportunity, (2) were ultimately selected as per the Elections Procedures Code. Interviews were conducted by the CRO on September 16<sup>th</sup> 2016. After consulting with the President of the SCSU,



the CRO (at her own will) chose the final two to fill the position. The DROs for the 2016 SCSU Fall By-Elections were Rahul Gupta and Halima Farah.

The responsibilities of the DRO (pay through honorarium: \$450) are as follows:

- Serve as a member on the Elections Committee
- Assist the CRO in their duties
- Adjudicate and enforce the election bylaws and policies
- Assist in the organization and operations of the Fall elections (voting days Oct. 17-19; may be potentially needed until Nov. 9), and if needed, run-off elections in the case of a tie
- Assist with the coordination of candidates during public forums, and other necessary meetings
- Publicize the election and referendum, and all related events pertaining to the elections
- Tally the ballots at the end of the elections and referendum
- Oversee polling clerks in their duties
- Assist in the creation, submission, and presentation of a detailed report to the SCSU Board of Directions in consultation with the CRO following each election and each referendum

### ***Poll Clerks:***

Positions for poll clerk positions were made available well in advance through the SCSU website. Applications required the students resume and cover letter and was to be submitted online or in person to the front desk of the SCSU office. Not enough people applied by the due date and an extension was made in order to encourage more students to apply.

Poll Clerk Interviews took place on the week of October 3<sup>rd</sup> 2016. Interviews were conducted by the CRO and DRO Halima Farah. Interview questions were put together by the CRO as well. Call backs were done by DRO Rahul Gupta.

Training of the poll clerks is to be held prior to the voting days. Therefore, training was scheduled for Tuesday October 11th 2016 in SL 222 at 3pm. This was during the University of Toronto Scarborough campus reading week and everyone was able to attend except for Connie Liu who was traveling abroad and for such reasons was absolved from her duties as a polling clerk indefinitely.

During the training, Poll Clerks were guided through a PowerPoint presentation that was also emailed to them along with the Elections Procedures Code to ensure information accessibility. Information included: important dates, contact information for CRO + DROs, Poll Clerk duties, typical voting scenarios, and poll clerk etiquette. Training was done by the CRO and supervised by Kavita, the Executive Director.

***VERIFYING NOMINATION PACKAGES:***

All nominees were required to submit a minimum of 50 nominations in their package. To verify these endorsements, the CRO inputted the provided information into the voter's list to determine the validity of each signee. These nomination signatures must come from students in the first year. Once a signature had proven to fit the required criteria, it was accepted as valid. All nominees that obtained the required amount of valid signatures were deemed to have met the first requirement of becoming a candidate. All candidates' signatures were valid and were successfully able to move on as contested or acclaimed in their positions.

Only One position was contested; Director of first year students.

***All Candidates Meeting:***

On Friday September 30<sup>th</sup> at 3pm, the mandatory all candidates meeting was held in SL 232. All candidates attended the meeting except for Saja Elshaikh who sent a Proxy with a signed form to sit in for her during the meeting.

The meeting was chaired by the CRO and supervised by the Executive Director of SCSU. The candidates were guided by a power point presentation high lighting important details and dates of the election. They also had the Elections Procedure code read to them for verbatim and given the opportunity to ask questions at the end of the meeting.

***Election Days:***

The election was held on three consecutive days being Monday Oct 17<sup>th</sup>, Tuesday Oct 18<sup>th</sup> and Wednesday Oct 19<sup>th</sup>.

***Who could vote, and how to successfully Vote;***

All eligible first year students were asked to present their T-Card, however any government issued photo ID was still accepted, as long as the student knew their student number. Polling clerks then inputted the last four digits into a real-time database to determine if the student was eligible to vote.

In the event that the student did not appear in the database but still met the above criteria, the poll clerks were then asked to manually input the student's information into the database and follow the Double Envelope Method to ensure safe and valid voting procedures.

***Incident Report:***

No Incidents were reported by any of the candidates at any time of the election period to the CRO.

***Scrutineers:***

No Scrutineers were submitted to participate during the election days.

***Ballot Boxes and Voting Screens during the election:***

During the elections, each polling station was provided with one ballot box and one voter screen at the beginning of each voting day. All ballot boxes were labeled with their location, as well as sealed with seals provided by Elections Canada and signed by either (a) CRO + poll clerk or (b) DRO + poll clerk.

At the end of each voting day, ballot boxes were stored in a safe storage by Campus Police to ensure that they could not be tampered with. For the Fall 2015 By-Elections, nine (9) ballot boxes total were used; three (3) for each station for each of the three (3) voting days. All empty ballot boxes were stored in the office of the CRO prior to the election days. On the days of the election the CRO and DROs assembled the boxes with seals at each voting station and signed each seal with one (1) poll clerk at each station.

Sharply after 6:00pm, the CRO or DRO sealed the ballot box at each location and signed the seal on the box. Systematically, all materials from each voting station were carried from the IC building, then to the Student Centre, and finally to the BV Atrium. After all the ballot boxes were together in the BV Atrium, the CRO, DROs, and late-shift poll clerks made their way to Campus Police and placed the boxes in a sealed room that was then accessed by the CRO at the end of voting on October 29<sup>th</sup>, 2015. Campus Police was notified of the need for storage in advance of voting.

### ***Ballot Counting:***

Following the closing of polls on October 19<sup>th</sup>, 2016, the ballots were all transported by the CRO and poll clerks to the ballot counting room, SL283, in the Student Centre. The ballot boxes were opened categorically, starting with all the ballot boxes for Days 1, 2 and 3 from IC, followed by Days 1, 2, and 3 from the Student Centre and finally, Days 1, 2, and 3 from the BV Atrium. Only one ballot box was opened and counted at a time. In this particular order, the CRO read out the ballots while both the DRO's tallied and filled out the appropriate ballot counting sheets. It was crucial that both DRO's ballot counting sheets matched up for each day and location. A separate ballot counting sheet was used for each location and day.

Afterwards, the tallies from the ballot counting sheet were added to an Excel spreadsheet to sum up the totals, as well as calculate overall voting numbers for the Election.

### ***Official results:***

The results were a tie between two of the candidates running. Since two positions needed to be filled and three candidates ran for the position, the two tied candidates now successfully hold the title of director of First year with 16 votes each.

Contested candidates for director of First Year:

Aaheli Mukhjeer (16 votes)

Evan Wang (16 votes)

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Nishali Lowe (9)

***Successful Elected Candidates:***

Director of First year:

Aaheli Mukherjee

Evan Wang

***Recommendations for future elections:***

Poll Clerks:

There was a lot of complications with poll clerks, from hiring to having them show up for their assigned shifts. I would recommend that the position be advertised more widely so a lot more students can apply so there isn't a shortage of poll clerks. I would also advise that people whom have consistent availabilities be hired so there is no confusion when the election dates arrive. The best form of communication with the poll clerks would be a group chat so please ask everyone for their cellphone numbers and not home phones. I found it difficult to get a hold of majority of the poll clerks.

**CONCLUSION**

This year's fall by- Election was a quit one and transitioned smoothly. No official campaigning was done by the three contested candidates which made it hard for the student body to know that the election itself was being held. I have made only one recommendation in this report due to the smooth transitioning of the election.

It is my hope that this report is found to be useful and transparent by all.

I would like to thank you for the opportunity to participate in these elections as CRO. It has been a great pleasure working with the SCSU this year and I am eager as to what opportunities lay ahead.

Thank you,

Iman Raghe

Chief Returning Officer

SCSU By Fall Elections

**FINANCIAL STATEMENTS**  
**SCARBOROUGH CAMPUS STUDENTS' UNION**  
**AS AT APRIL 30, 2016**

**SCARBOROUGH CAMPUS STUDENTS' UNION**

**AS AT APRIL 30, 2016**

**I N D E X**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors:

We have audited the accompanying financial statements of the **Scarborough Campus Students' Union**, which comprise the statement of financial position as at April 30, 2016, the statements of operations and changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of **Scarborough Campus Students' Union** at April 30, 2016, and of its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



Chartered Professional Accountants  
Licensed Public Accountants

Toronto, Ontario  
October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

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**STATEMENT OF FINANCIAL POSITION**

**AS AT APRIL 30, 2016  
(With comparative figures as at April 30, 2015)**

**A S S E T S**

	2016	2015
<b>CURRENT</b>		
Cash	\$ 375,184	\$ 96,973
Guaranteed investment certificate (note 4)	150,391	150,391
Accounts receivable (net of allowance of \$7,740 - 2015 \$8,005)	51,145	37,170
Prepaid expenses	40,216	2,273
Inventory	<u>58,709</u>	<u>56,515</u>
	675,645	343,322
<b>NON-CURRENT</b>		
Cash restricted for health and dental plan (note 7)	1,534,280	660,376
Cash restricted for deferred levies (note 6)	100,555	185,621
Investment in and advances to related parties (note 9)	317,069	267,645
Property and equipment (note 5)	<u>190,603</u>	<u>223,954</u>
<b>TOTAL ASSETS</b>	<u>\$ 2,818,152</u>	<u>\$ 1,680,918</u>

**L I A B I L I T I E S**

<b>CURRENT</b>		
Accounts payable	\$ 35,072	\$ 46,431
Harmonized Sales Tax	15,831	-
Deferred rental deposits	<u>6,946</u>	<u>6,946</u>
	57,849	53,377
<b>NON-CURRENT</b>		
Deferred health and dental plan fees (note 7)	1,534,280	660,376
Deferred student levies (note 6)	<u>100,555</u>	<u>185,619</u>
<b>TOTAL LIABILITIES</b>	1,692,684	899,372

**N E T A S S E T S**

<b>TOTAL NET ASSETS</b>	<u>1,125,468</u>	<u>781,546</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 2,818,152</u>	<u>\$ 1,680,918</u>

**APPROVED ON BEHALF OF THE BOARD**

\_\_\_\_\_ Director

\_\_\_\_\_ Director

See accompanying notes

To be read in conjunction with our Auditors' Report dated October 21, 2016



**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

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**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**

**FOR THE YEAR ENDED APRIL 30, 2016  
(With comparative figures for the year ended April 30, 2015)**

	2016	2015
<b>REVENUES</b>		
Health and dental plan fees recognized (note 7)	2,313,032	2,363,473
TTC Metropass and fare sales (note 11)	1,120,192	991,600
Unrestricted general student fees	661,175	629,112
Restricted referendum fees recognized (note 6)	440,780	316,516
Admissions, events, sales and advertising	390,287	355,848
Rental and leasing	317,786	213,164
Health and dental plan administration fee	210,216	192,404
U of T Scarborough operating subsidy (note 12)	127,500	127,500
Student Centre Capital Reserve income recognition	-	16,547
Investment income	20,531	11,366
Grants and sponsorship	<u>3,670</u>	<u>-</u>
	<u>5,605,169</u>	<u>5,217,530</u>
<b>EXPENSES</b>		
Health and dental plan disbursements (note 7)	2,313,032	2,363,473
Cost of TTC Metropasses and fares sold (note 11)	1,118,055	982,863
Wages and benefits	650,003	799,501
General and administrative	406,967	403,607
Restricted referendum fees disbursed (note 6)	440,780	316,516
Operating subsidy paid to SCSU Restaurants Inc. (note 12)	127,500	127,500
Repairs and maintenance	81,566	43,255
Professional fees	34,796	33,731
Ticket purchases	44,490	50,434
Utilities	14,140	16,203
Credit card and bank charges	8,391	7,915
Amortization	<u>35,951</u>	<u>33,820</u>
	<u>5,275,671</u>	<u>5,178,818</u>
<b>SURPLUS FROM OPERATIONS</b>	329,498	38,712
Income (loss) in subsidiaries (note 9)	<u>14,424</u>	<u>(13,340)</u>
<b>SURPLUS FOR THE YEAR</b>	343,922	25,372
Opening net assets	<u>781,546</u>	<u>756,174</u>
<b>CLOSING NET ASSETS</b>	<u>\$ 1,125,468</u>	<u>\$ 781,546</u>

See accompanying notes

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

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**STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED APRIL 30, 2016  
(With comparative figures for the year ended April 30, 2015)**

	2016	2015
<b>CASH FLOWS FROM (USED IN):</b>		
<b>OPERATIONS</b>		
Surplus for the year	\$ 343,922	\$ 25,372
<i>Non-cash items:</i>		
Amortization	35,951	33,820
Income (loss) in subsidiaries	<u>(14,424)</u>	<u>13,339</u>
	365,449	72,531
<i>Non-cash working capital:</i>		
Accounts receivable	(13,975)	23,036
Accounts payable and accruals	4,490	(332,587)
Harmonized Sales Tax	15,831	(12,522)
Prepaid expenses	(37,943)	-
Inventory	<u>(2,194)</u>	<u>(18,879)</u>
	<u>331,658</u>	<u>(268,421)</u>
<b>INVESTING</b>		
Advances to SCSU Restaurants Inc.	(49,424)	(26,075)
Purchase of furniture and equipment	<u>(4,023)</u>	<u>(29,417)</u>
	<u>(53,447)</u>	<u>(55,492)</u>
<b>FINANCING</b>		
Repayment of long-term debt	-	(52,480)
Change in deferral liabilities	(788,840)	(564,397)
Change in restricted cash	<u>788,840</u>	<u>564,397</u>
	<u>-</u>	<u>(52,480)</u>
<b>NET CHANGE IN CASH</b>	278,211	(376,393)
Cash at beginning of the year	<u>96,973</u>	<u>473,366</u>
<b>CASH AT END OF THE YEAR</b>	<u>\$ 375,184</u>	<u>\$ 96,973</u>

See accompanying notes

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

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**NOTES TO FINANCIAL STATEMENTS**

**AS AT APRIL 30, 2016**

**1. PURPOSE OF THE ORGANIZATION**

Scarborough Campus Student's Union (SCSU) is a not-for-profit organization operating programs and providing services and advocacy for the full-time undergraduate students at the University of Toronto Scarborough and is exempt from income tax under the Income Tax Act. The primary objectives include: improving the quality of campus life, services and education, and to represent the member students in areas of common interest. Financial operations are administered by an executive committee subject to approval by the Board of Directors.

SCSU has a custodial responsibility for the Student Centre building at 1265 Military Trail under a Student Centre Management Agreement with the University dated October 15, 2004.

**2. BASIS OF PRESENTATION**

These financial statements have been prepared in accordance with Part III of the CPA Canada Handbook - *Accounting Standards for Not-For-Profit Organizations*.

**3. SIGNIFICANT ACCOUNTING POLICIES**

Revenue Recognition

The collection and amount of non-academic incidental fees charged to students in Ontario is regulated by the Ontario Ministry of Advanced Education and Skills Development through its Ontario Operating Funds Distribution Manual and Compulsory Ancillary Fee Policy Guidelines. Pursuant to these, a change to or introduction of a fee must be done in accordance with a long-term protocol established between the University and its student government. SCSU's protocol with the University of Toronto Scarborough requires a referendum of the student body for significant changes to or the introduction of fees.

Fees collected from the students for a specific purpose, pursuant to referendums of the student body, are accounted for using the deferral method of accounting for externally restricted contributions. Restricted fees are initially shown as a liability upon receipt of the funds. When the funds are disbursed for their intended purpose, the liability is reduced and an equal amount is then recognized as revenue and expense. All fees, with the exception of two described below, are collected by the University of Toronto Scarborough and periodically remitted to SCSU.

The Student Centre Levy collected from students as part of the SCSU fee is not recognized as revenue. This levy is withheld and retained by the University of Toronto Scarborough and applied to the building's financing. The University of Toronto Scarborough is required to retain legal title to the building, and contributions towards the cost of the building, or material renovations made to the fabric of the building, become the property of the University and are therefore treated as either repairs and maintenance expenses, or expensed as a contribution towards the building.

Similarly, the UTSC Sports & Recreation Complex Levy collected as part of the SCSU fees is also withheld and retained by the University of Toronto Scarborough for the same reasons.

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

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**NOTES TO FINANCIAL STATEMENTS**

**AS AT APRIL 30, 2016**

**3. SIGNIFICANT ACCOUNTING POLICIES - continued**

Revenue Recognition - continued

Sales and rental revenues are recognized when the related goods are sold or the services performed. Any monies received as a deposit are initially shown as unearned revenue and deposits under the liabilities and then taken into income when the goods and services are provided.

The health and dental plan administration fees charged is \$5.50 a semester for each enrolment under Dental coverage, and \$5.50 a semester for each enrolment under Accident and Prescription Drug coverage. The total administration fees allocated from H&D fees collected from a student enrolled under both plans for a full year is \$22.00.

Leasing revenues are recognized on a straight-line basis over the term of the lease.

Interest is accrued on a daily basis.

Inventory

Inventory consists mainly of admission tickets and Toronto Transit Commission (TTC) fares. It is carried at the lower of cost and net realizable value on a first-in first-out (FIFO) basis.

Property and Equipment

The property and equipment are recorded at cost and amortized over their estimated useful lives. Computer equipment is amortized over five years on a straight-line basis. Equipment and furniture is amortized over ten years on a straight-line basis.

Investment in Subsidiaries

SCSU is the sole controlling shareholder of SCSU Restaurants Inc. (o/a Rex's Den). Rex's Den is the sole controlling shareholder of 2277345 Ontario Ltd. (KFC Express franchise), and 2277596 Ontario Ltd, (Hero Burger franchise), all of which operate out of the Student Centre. The consolidated operations of SCSU Restaurants Inc. have been recorded using the equity method.

Contributed Services

The Union makes extensive use of volunteers in its activities. Volunteer services have not been recorded due to the difficulty in valuing them.

Use of Estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions which affect the amounts reported in the financial statements and the notes to the financial statements. The primary estimates concern the net amount recoverable from the loans and investments in the for profit subsidiaries. Actual results may differ from these estimates. These amounts are reviewed periodically and adjustments are made to income as appropriate in the year they become known.

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

**NOTES TO FINANCIAL STATEMENTS**

**AS AT APRIL 30, 2016**

**3. SIGNIFICANT ACCOUNTING POLICIES - continued**

Financial instruments

Financial instruments are measured at fair value when issued or acquired. Financial instruments are subsequently measured at amortized cost, and the carrying amount incorporates the amount and the related financing fees and transaction costs. The effective interest rate method is used to amortize any premiums, discounts, transaction fees and financing fees in the statement of operations. The financial assets consist of cash, restricted cash, guaranteed investment certificates and accounts receivable. The financial liabilities consist of accounts payable and harmonized sales tax. Financial instruments are regularly assessed for indications of impairment. If there is an indication of impairment, being a significant adverse change in the expected timing or amount of future cash flows from the financial asset, an impairment loss (bad debts expense) is immediately recognized in the statement of operations. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

**4. INVESTMENTS**

	2016	2015
Redeemable GIC with Meridian Credit Union, yielding 1.9%, interest paid November 3 of each year.	\$ <u>150,391</u>	\$ <u>150,391</u>

**5. PROPERTY AND EQUIPMENT**

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>
As at April 30, 2016			
Computers	\$ 15,128	\$ 10,080	\$ 5,048
Equipment and furniture	<u>305,182</u>	<u>119,627</u>	<u>185,555</u>
	<u>\$ 320,310</u>	<u>\$ 129,707</u>	<u>\$ 190,603</u>
As at April 30, 2015			
Computers	\$ 12,528	\$ 5,777	\$ 6,751
Equipment and furniture	<u>305,182</u>	<u>87,979</u>	<u>217,203</u>
	<u>\$ 317,710</u>	<u>\$ 93,756</u>	<u>\$ 223,954</u>

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

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**NOTES TO FINANCIAL STATEMENTS**

**AS AT APRIL 30, 2016**

**6. DEFERRED STUDENT LEVIES**

Changes in the deferred contributions balances are as follows:

	2016	2015
<i>Blue Sky Solar Racing</i>		
Beginning balance	\$ (1)	\$ (1)
Net student fee levies	3,353	3,251
Payments and distributions	<u>(4,137)</u>	<u>(3,251)</u>
Ending balance	<u>(785)</u>	<u>(1)</u>
<i>Canadian Federation of Students</i>		
Beginning balance	98,328	1
Net student fee levies	195,340	186,002
Payments and distributions	<u>(293,668)</u>	<u>(87,675)</u>
Ending balance	<u>-</u>	<u>98,328</u>
<i>Day Care Subsidy</i>		
Beginning balance	22,342	9,837
Net student fee levies	12,897	12,505
Payments and distributions	<u>-</u>	<u>-</u>
Ending balance	<u>35,239</u>	<u>22,342</u>
<i>Downtown Legal Services</i>		
Beginning balance	(1)	(1)
Net student fee levies	12,897	12,505
Payments and distributions	<u>(12,897)</u>	<u>(12,505)</u>
Ending balance	<u>(1)</u>	<u>(1)</u>
<i>Foster Children Program</i>		
Beginning balance	8,782	7,531
Net student fee levies	1,290	1,251
Payments and distributions	<u>-</u>	<u>-</u>
Ending balance	<u>10,072</u>	<u>8,782</u>
<i>Health Initiative in Developing Countries</i>		
Beginning balance	3,301	-
Net student fee levies	6,448	6,253
Payments and distributions	<u>(9,749)</u>	<u>(2,952)</u>
Ending balance	<u>-</u>	<u>3,301</u>
<i>Orientation</i>		
Beginning balance	-	-
Net student fee levies	12,897	12,505
Payments and distributions	<u>(12,897)</u>	<u>(12,505)</u>
Ending balance	<u>-</u>	<u>-</u>

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
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**NOTES TO FINANCIAL STATEMENTS**

**AS AT APRIL 30, 2016**

**6. DEFERRED STUDENT LEVIES - continued**

	2016	2015
<i>Students for Literacy</i>		
Beginning balance	3,668	3,668
Net student fee levies	11,507	11,162
Payments and distributions	<u>(15,175)</u>	<u>(11,162)</u>
Ending balance	<u>-</u>	<u>3,668</u>
 <i>Student Refugee Program</i>		
Beginning balance	48,768	41,265
Net student fee levies	7,738	7,503
Payments and distributions	<u>-</u>	<u>-</u>
Ending balance	<u>56,506</u>	<u>48,768</u>
 <i>U of T Environmental Resource Network</i>		
Beginning balance	432	(14)
Net student fee levies	6,448	6,253
Payments and distributions	<u>(7,356)</u>	<u>(5,807)</u>
Ending balance	<u>(476)</u>	<u>432</u>
 <i>Wheelchair Accessibility Projects</i>		
Net student fee levies and interest earned	25,793	25,011
Payments and distributions	<u>(25,793)</u>	<u>(25,011)</u>
Ending balance	<u>-</u>	<u>-</u>
 <i>Women's Centre - UTSC</i>		
Net student fee levies	38,690	37,516
Payments and distributions	<u>(38,690)</u>	<u>(37,516)</u>
Ending balance	<u>-</u>	<u>-</u>
 <i>WUSC/Refugee Student Program</i>		
Net student fee levies	20,418	19,804
Payments and distributions	<u>(20,418)</u>	<u>(19,804)</u>
Ending balance	<u>-</u>	<u>-</u>
 <i>Summary</i>		
Beginning balance	185,619	62,286
Net student fee levies	355,716	341,521
Disbursements and revenue recognized	<u>(440,780)</u>	<u>(218,188)</u>
Ending balance	<u>\$ 100,555</u>	<u>\$ 185,619</u>

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

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**NOTES TO FINANCIAL STATEMENTS**

**AS AT APRIL 30, 2016**

**7. DEFERRED GROUP HEALTH AND DENTAL PLAN FEES**

The health and dental group insurance plan portion of the student fees collected are also accounted for using the deferral method, consistent with the treatment of the other restricted fees above. It is shown here separately due to the magnitude of the plan. The ending balance represents the amount remaining in the fund at the fiscal year-end. Payments made subsequent to the year-end are disclosed to show the amount in the fund at the end of the academic year.

	2016	2015
<i>Group Health and Dental Plan</i>		
Beginning balance	\$ 660,376	\$ 219,312
Net student fee levies	3,186,936	2,804,537
Payments, refunds and expenses	<u>(2,313,032)</u>	<u>(2,363,473)</u>
Ending balance at the end of the fiscal year	1,534,280	660,376
Premiums subsequently paid to August 31	<u>765,541</u>	<u>192,504</u>
Balance at the end of academic year	<u>\$ 768,739</u>	<u>\$ 467,872</u>

The higher balance at the end of the current year is due primarily to two factors. First, the union was able to negotiate lower premiums for the same level of coverage this fiscal year.

**8. STUDENT CENTRE CAPITAL FUNDS**

Student Centre Loan repayments are withheld from student fee remittances by the University. The fees withheld is recognized as Student Centre Capital Reserve income as the debt to the University is repaid. The 2015 fiscal year is the last for which this amount was withheld from the student fees.

To be read in conjunction with our Auditors' Report dated October 21, 2016



SCARBOROUGH CAMPUS STUDENTS' UNION  
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NOTES TO FINANCIAL STATEMENTS

AS AT APRIL 30, 2016

9. **INVESTMENT AND LOANS TO RELATED PARTIES**

SCSU's initial investment in the Restaurant included \$100 for 100 common shares together with advances to fund its operations. SCSU Restaurants Inc. has invested in two subsidiary franchises - Hero Burger and KFC Express. The SCSU wholly owns all shares either directly and indirectly in each of these related parties.

SCSU Restaurants Inc. continues to accumulate a deficit, as do the Hero Burger and KFC Express. Accordingly, the value of these investments have been impaired to reflect management's estimate of the net amount that will be recovered within ten years.

	<u>2016</u>	<u>2015</u>
Advances to 2277345 Ontario Ltd. o/a KFC Express	\$ 102,040	\$ 87,040
Advances to 2275596 Ontario Ltd. O/A Hero Burger	94,593	74,593
Advances to SCSU Restaurants Inc.	364,343	364,343
Impairment allowance	(203,506)	(203,506)
Accumulated net loss	<u>(40,401)</u>	<u>(54,825)</u>
Net investment in SCSU Restaurants Inc.	<u>\$ 317,069</u>	<u>\$ 267,645</u>

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
AT THE UNIVERSITY OF TORONTO**

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**NOTES TO FINANCIAL STATEMENTS**

**AS AT APRIL 30, 2016**

**10. FINANCIAL INSTRUMENTS RISKS**

The main financial instrument risk exposure is detailed as follows.

Credit Risk

The financial assets with credit risk exposure are accounts receivable and advances to related parties since failure of any of these parties to fulfil their obligations could result in financial losses for the union. The union is also exposed to a concentration of risk in that all of its cash and the guaranteed investment certificates are held with financial institutions and the balances held are in excess of Canadian Insurance Corporation (CDIC) limits.

Liquidity Risk

The Union's liquidity risk represents the risk that the Union could encounter difficulty in meeting obligations associated with its financial liabilities. The Union is, therefore, exposed to liquidity risk with respect to its accounts payable. The Union meets its liquidity requirements by preparing and monitoring forecasts of cash flows from operations, anticipating investing activities, and holding assets that can be readily converted into cash.

Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk, interest rate risk and other price risk.

Currency Risk

Currency risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate relative to the Canadian dollar due to changes in foreign exchange rates. The functional currency of the Union is the Canadian dollar. The Union does not have any financial instruments denominated in foreign currency.

Interest Rate Risk

Interest rate risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate due to changes in market interest rates. The Union is exposed to interest rate risk with respect to cash and guaranteed investment certificates. Fluctuations in market rates of interest on cash and guaranteed investment certificates do not have a significant impact on The Union's results of operations. The objective of The Union with respect to its guaranteed investment certificates is to ensure the security of principal amounts invested, provide for a high degree of liquidity, and achieve a satisfactory investment return.

Other Price Risk

Other price risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all similar instruments traded in the market. The Union does not hold any financial instruments subject to this type of risk.

To be read in conjunction with our Auditors' Report dated October 21, 2016

**SCARBOROUGH CAMPUS STUDENTS' UNION  
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**NOTES TO FINANCIAL STATEMENTS**

**AS AT APRIL 30, 2016**

**11. TTC METROPASSES AND FARES**

	<u>2016</u>	<u>2015</u>
TTC Metropass and fare sales	\$ 1,120,192	\$ 991,600
Cost of TTC Metropasses and fares sold	<u>1,118,055</u>	<u>982,863</u>
Net profit	<u>\$ 2,137</u>	<u>\$ 8,737</u>

The net profit realized is due to a 1% commission received from the sale of TTC on tokens, day passes and VIP passes. Post-secondary passes do not generate a profit as they are sold to students at cost.

**12. OPERATING SUBSIDY**

	<u>2016</u>	<u>2015</u>
U of T Scarborough operating subsidy received	\$ 127,500	\$ 127,500
Operating subsidy paid to SCSU Restaurants Inc.	<u>127,500</u>	<u>127,500</u>
Net amount	<u>\$ -</u>	<u>\$ -</u>

The operating subsidy is received from the University. The University restricted the use of these funds to offset the costs of operating Rex's Den. This subsidy is not student fees, and is passed directly through to the restaurant. This funding is therefore not available for use in the Union's general operations.

**13. SUBSEQUENT EVENT**

On August 29, 2016, 2275596 Ontario Ltd. (o/a Hero Burger) was sold for cash proceeds of \$50,000.

To be read in conjunction with our Auditors' Report dated October 21, 2016