

**Scarborough Campus Students' Union  
Board of Directors Package #11  
Friday 30<sup>th</sup>, November 2012  
SL-232 6:00 PM**

Friday 30<sup>th</sup>, November 2012 6pm to 8pm. SL232, University of Toronto at Scarborough

## Scarborough Campus Students' Union

Meeting #11 of the Board of Directors

*Chair: Nicole Dionisio*

# AGENDA

### **I. Call to Order**

### **II. Roll Call**

### **III. Approval of the Agenda**

#### **MOTION**

Be it resolved that the November 30<sup>th</sup>, 2012 Board of Directors Meeting Agenda be approved as presented.

### **IV. Approval of the Minutes**

- a. November 16<sup>th</sup>, 2012 Board of Directors Meeting Minutes

#### **MOTION**

Be it resolved that the November 16<sup>th</sup>, 2012 Board of Directors Meeting Minutes be approved as presented.

- b. SCOCL Meeting 5 Minutes

#### **MOTION**

Be it resolved that the SCOCL Meeting 5 Minutes be approved as presented.

### **V. New Business**

- a. Standing Committee Elections

#### **MOTION**

Be it resolved that Taha Iftikhar become a member of \_\_\_\_\_.

- b. President & CEO Report

#### **MOTION**

Be it resolved that the President and CEO Report be approved as presented.

c. Vice-President Academics Report

**MOTION**

Be it resolved that the Vice-President Academics Report be approved as presented.

d. Vice-President Human Resources Report

**MOTION**

Be it resolved that the Vice-President Human Resources Report be approved as presented.

e. Vice-President External Report

**MOTION**

Be it resolved that the Vice-President External Report be approved as presented.

f. Vice-President Campus Life Report

**MOTION**

Be it resolved that the Vice-President Campus Life Report be approved as presented.

g. Vice-President Operations Report

**MOTION**

Be it resolved that the Vice-President Operations Report be approved as presented.

**VI. Other Business**

**VII. Next Meeting: December 6<sup>th</sup>, 2012 – 6:00 PM to 8:00 PM.**

**VIII. 2<sup>nd</sup> Roll Call**

**IX. Adjournment**

**MOTION**

Be it resolved that the meeting be adjourned.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

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### I. Call to Order

This meeting is called to order at 6:22PM

### II. Roll Call

Title	Name
Humanities	Rannie Xu <b>RX</b> - absent
	Ashley Acoba <b>AAC</b>
	Hassan Mohamud <b>HM</b>
Psychology	Nicole Dionisio <b>ND</b>
	Taha Iftikhar <b>TI</b>
	Miracle Ozzoude <b>MO</b>
Physical and Environmental Science	Shivarni Singh <b>SS</b>
Biology	Sheen Pardinas <b>SP</b> – absent
Management	Mouad Benaicha <b>MB</b>
Social Sciences	Patrick Simeon <b>PS</b>
	Alyssa Moses <b>AM</b> (Vice Chair)
	Marianita Simmons <b>MS</b>
	Charmaine Ramirez <b>CR</b>
President/CEO	Abdalla Al-Baalawy <b>AAB</b>
VP Operations/CFO	Daniel Tittil <b>DT</b>
VP Academics	Adrian De Leon <b>AD</b>
VP Students/Equity	Kavita Siewrattan <b>KS</b> – SCSU business
VP External	Guled Arale <b>GA</b> – SCSU business
VP Human Resources	Sarah Worku <b>SW</b>
VP Campus Life	John Bastawrous <b>JB</b>
First Year	Anastacia Jiang <b>AJ</b>
	Kevin Ramlal <b>KR</b> - absent
Executive Director	Amir Bashir <b>AB</b>

### III. Approval of Agenda

#### MOTION

For approval of the agenda

VOTE: Favour: Unanimous

Moved: AD

Against:

Seconded: TI

Abstain:

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

BIRT the November 16<sup>th</sup>, 2012 UTSC Board of Directors Meeting Agenda be approved as presented.

### IV. Approval of the Minutes

a. November 2<sup>nd</sup>, 2012 Board of Directors Meeting Minutes

**MOTION** Moved: HM Seconded: MB  
VOTE: Favour: Unanimous Against: Abstain:  
BIRT the November 2<sup>nd</sup>, 2012 Board of Directors Meeting Minutes be approved as presented.

**MOTION** Moved: ND Seconded: MB  
To go in camera

b. November 2<sup>nd</sup>, 2012 Board of Directors In-Camera Minutes

**MOTION** Moved: MB Seconded: AD  
VOTE: Favour: Unanimous Against: Abstain:  
BIRT the November 2<sup>nd</sup>, 2012 Board of Directors In-Camera Minutes be approved as presented.

**MOTION** Moved: HM Seconded: AAC  
To go out of camera

c. October 19<sup>th</sup>, 2012 Executive Committee Meeting Minutes

**MOTION** Moved: AD Seconded: HM  
VOTE: Favour: Unanimous Against: Abstain:  
BIRT the October 19<sup>th</sup>, 2012 Executive Committee Meeting Minutes be approved as presented.

d. SCOA Meeting 2

**MOTION** Moved: AD Seconded: MB  
VOTE: Favour: Unanimous Against: Abstain:  
BIRT the SCOA Meeting 2 Minutes be approved as presented.

e. SCOA Meeting 3

**MOTION** Moved: AD Seconded: AAC  
VOTE: Favour: Unanimous Against: Abstain:  
BIRT the SCOA Meeting 3 Minutes be approved as presented.

f. SCOA Meeting 4

**MOTION** Moved: AD Seconded: MB  
VOTE: Favour: Unanimous Against: Abstain:  
BIRT the SCOA Meeting 4 Minutes be approved as presented.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

### V. New Business

#### a. Standing Committee Elections

##### i. Standing Committee of Academics

ND: I'm going to open the floor for nominations for chair.

PS: I nominate Rannie.

ND: Are there any other nominations?

PS: I nominate Charmaine.

ND: Does anyone want to reject their nomination?

CR: Yes.

ND: Closing nominations.

#### **MOTION**

Moved:

Seconded:

To approve Rannie as chair of SCOA.

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Rannie Xu becomes chair of the Standing Committee of Academics.

##### ii. Standing Committee of Students & Equity

ND: Opening nominations for chair.

AD: I nominate Charmaine.

PS: I nominate Ashley.

ND: Any other nominations? Does anyone reject their nomination?

AAC: Me.

#### **MOTION**

Moved:

Seconded:

To approve Charmaine as chair of SCOSE.

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Charmaine Ramirez becomes chair of the Standing Committee of Students & Equity.

##### iii. Standing Committee of External

ND: I open nominations for external.

AD: I nominate Anastacia.

ND: Any other nominations? Do you want to reject your nomination?

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

AJ: I reject.

PS: I nominate Shivarni.

SS: I'm going to reject it.

AD: I nominate Hassan.

HM: I reject.

ND: Any other nominations?

HM: I nominate Miracle.

MO: I reject it.

AD: I nominate Ashley

AAC: I reject.

ND: I'm closing the floor for nominations.

### **MOTION**

Moved: ND

Seconded:

To table elections for chair to the end of the discussion

#### iv. Standing Committee of Finance

ND: Opening nominations for chair.

TI: I nominate Mouad.

MB: I accept.

### **MOTION**

Moved:

Seconded:

To approve Mouad as chair of SCOFS.

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Mouad Benaicha becomes chair of the Standing Committee of Finance.

#### v. Standing Committee of Human Resources

ND: Opening the floor for nominations.

AD: I nominate Anastacia.

TI: I nominate Ashley.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

MB: I nominate Taha.

ND: Does anyone reject their nominations?

TI: I do.

ND: Closing the floor to nominations.

AJ: I want to be chair because Sarah was talking about her position and I was really interested in working with people and jobs. Also, I'm in the Social sciences so this is something I want to do as a career; help people. I want to be able to put it down as experience and be able to represent.

AAC: Previously I was the chair of the committee. I tried to have meetings every other week in the summer. I was proud of being chair because we had up to five coopted members. I enjoyed being chair. If I don't become chair I'll still be a part of the committee.

ND: Anastacia gets to be chair.

### **MOTION**

Moved:

Seconded:

To approve Anastacia as chair of SCOHR.

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Anastacia Jiang becomes chair of the Standing Committee of Human Resources.

### vi. Standing Committee of Campus Life

AJ: I nominate Pat.

ND: Does anyone reject their nomination?

PS: I nominate Marianita.

MS: I reject. What do you do as chair?

AM: You make the agenda and you send it out to your committee members. You communicate with the VP and facilitate what they want done within committee. It's much more focussed.

JB: It's bi-weekly.

ND: Any other nominations? Closing the floor to nominations.

### **MOTION**

Moved:

Seconded:

To approve Pat as chair of SCOCL.

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Pat Simeon becomes chair of the Standing Committee of Campus Life.



## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union  
Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

ND: We are going back to SCOE. Opening nominations.

PS: I nominate Hassan.

AD: I nominate Marianita.

MS: I reject.

SW: I nominate Ashley.

AAC: I reject.

### **MOTION**

Moved:

Seconded:

To approve Hassan as chair of SCOE

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Hassan Mohamud becomes chair of the Standing Committee of External.

ND: Moving to members for SCOA. Opening the floor for nominations.

AD: I nominate Anastacia.

PS: I nominate Kevin.

AAC: I nominate Shivarni.

TI: I nominate Charmaine.

ND: Any other nominations? Does anyone reject their nominations?

CR: I reject.

PS: I nominate Miracle.

AAB: I nominate Marianita.

ND: Closing the floor to nominations.

SS: I'm really interested in the academic aspect of the things that go around here.

AJ: I want to be part of SCOA because it's a different field and I want to get experience in a different field just to see what I'd be interested in. Academics are really important to me and I think I have a lot to say in this committee.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

MO: I would like to work with Adrian. It has to do with Academics and I love everything about academics.

MS: I'm interested primarily because by the issues that Adrian brought up on campus. I think that got my attention.

ND: Shivarni, Anastacia, Miracle and Marianita are members of SCOA.

<b>MOTION</b>	Moved:	Seconded:
To approve Shivarni, Anastacia, Miracle and Marianita as members of SCOA		
VOTE: Favour: Unanimous	Against:	Abstain:
BIRT Shivarni Singh, Anastacia Jiang, Miracle Ozzoude and Marianita Simmons become members of SCOA.		

ND: Students and Equity, opening nominations for members of SCOSE.

PS: I nominate Ashley.

AAC: I nominate Pat.

PS: I reject.

AD: I nominate Shivarni.

AAC: I nominate Miracle.

HM: I nominate Anastacia.

AJ: I reject that.

ND: Any other nominations? Would anyone like to reject their nomination?

AAC: I reject.

ND: Miracle and Shivarni are now members of SCOSE.

<b>MOTION</b>	Moved:	Seconded:
To approve Miracle and Shivarni as members of SCOSE		
VOTE: Favour: Unanimous	Against:	Abstain:
BIRT Miracle Ozzoude and Shivarni Singh become members of the Standing Committee of Students & Equity.		

ND: Opening nominations for SCOSE.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

AD: I nominate Marianita.

HM: I nominate Sheen.

CR: I nominate myself.

ND: Do any of you reject?

### **MOTION**

Moved:

Seconded:

To approve Marianita, Sheen and Charmaine as members of SCOE

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Marianita Simmons, Sheen Pardinias and Charmaine Ramirez become members of the Standing Committee of External.

ND: Opening the floor to nominations for SCOFS.

MB: I nominate Taha.

AD: I nominate Kevin.

DT: I nominate Ashley.

ND: Any other nominations?

DT: I nominate Sheen

ND: Closing the floor.

### **MOTION**

Moved:

Seconded:

To approve Kevin, Taha, Ashley and Sheen as members of SCOFS

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Kevin Ramlal, Taha Iftikhar, Ashley Acoba and Sheen Pardinias become members of the Standing Committee of Finance.

ND: Opening the nominations for SCOHR.

HM: I nominate Pat.

SW: I nominate Ashley.

MB: I nominate myself.

SP: I nominate myself.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

AJ: I nominate Shivarni.

ND: Do any of you reject?

SS: I reject.

SP: I reject.

AAC: I reject.

AJ: I nominate Hassan.

HM: I reject.

### **MOTION**

Moved:

Seconded:

To approve Pat and Mouad as members of SCOHR.

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Pat Simeon and Mouad Benaicha become members of the Standing Committee of Human Resources.

ND: Moving on to SCOCL. Opening nominations for Campus Life.

PS: I nominate Hassan.

AD: Miracle.

JB: I nominate Anastacia.

HM: Sheen.

AJ: I nominate Kevin.

SP: I nominate Ashley.

ND: Does anyone reject?

AAC: I reject.

### **MOTION**

Moved:

Seconded:

To approve Hassan, Miracle, Anastacia, Kevin, Sheen as members of SCOCL

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Hassan Mohamud, Miracle Ozzoude, Anastacia Jiang, Kevin Ramlal and Sheen Pardinias become members of the Standing Committee of Campus Life.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

### vii. Policy and By-Law Review Committee

ND: We need at least three people on this committee. Opening the floor.

PS: I nominate Charmaine.

AD: I nominate Rannie.

AJ: I nominate Ashley.

CR: I nominate Pat.

PS: I decline.

MO: I nominate Hassan.

HM: I reject.

CR: I reject.

MB: I'll take it.

ND: Closing the floor to nominations.

### **MOTION**

Moved:

Seconded:

To approve Rannie, Ashley, Mouad as members of PBR

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT Rannie Xu, Ashley Acoba and Mouad Benaicha become members of the Policy and By-Law Review Committee.

### viii. Task Force Space Allocation Committee

ND: Opening nominations. We meet once a year for this.

AD: I nominate Miracle.

ND: We need two more people for this committee.

SP: I nominate myself.

RX: I'll do it.

ND: Does anyone reject their nomination? I'm closing the floor for nominations.

### **MOTION**

Moved:

Seconded:

To approve Miracle, Sheen and Rannie as members of Task Force Space Allocation Committee

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

VOTE: Favour: Unanimous                      Against:                      Abstain:  
BIRT Miracle Ozzoude, Sheen Pardinas and Rannie Xu become members of the Task Force Space Allocation Committee.

ix. Student Space Advisory Committee

ND: We need one member for this.

PS: I nominate Hassan.

ND: Do you reject?

HM: No.

**MOTION**    Moved:    Seconded:  
To approve Hassan as a member of the Student Space Advisory Committee.  
VOTE: Favour: Unanimous                      Against:    Abstain:  
BIRT Hassan Mohamud becomes a member of the Student Space Advisory Committee.

### b. Audited Financial Statements

**MOTION**    Moved: PS    Seconded: AAB

DT: I will go through the main points for last year and the year before; just a comparison and where we saw major changes. We had a deficiency of \$114 000 compared to last year's revenue. The reason for that is we saw a decrease in administrative revenue. This includes services revenue from our TTC metro passes, ticket sales and so forth. We saw a huge drop in our TTC metro pass sales in 2012. It could have been the increase in price of the TTC metro pass or more people getting dropped off by parents or they have their own cars. We saw a 40% decrease in services revenue. A reason for the huge gap is the decrease in investment. Prior to 2012, the SCSU held GICs. In order to invest in our franchises, KFC and Hero Burger, we withdrew all but one of our GICs to finance that investment. We incur penalties. When we withdraw in investments before the maturity date of the GIC, we do have to incur expenses. We saw a decrease in building revenue and that's specifically because A&W is no longer renting with us and that space is now used for KFC and Hero Burger. We will not be receiving rent from A&W.

We also see a greater sustainability in SCSU events. If you look at the break down of events, we would see that our revenue for events actually increased and we also saw a decrease in costs. We saw an increase in efficiency in our events. The balance sheet – there's a huge discrepancy in cash at hand, but you would see investment. You can see about \$900,000 decrease in investment. We try our best to invest in GICs. We pulled a lot of those investments out. You can see a large increase in equipment. The spending that we withdrew from our investments went to spending on equipment for the franchises. All capital equipment are shown in the SCSU books. There was also inland investment, franchise fees, miscellaneous fees and building fees that explain discrepancies in investment. Liabilities, our mortgage payable was decreased. We pay our mortgage every year to the university so that will decrease.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

I wanted to talk about effects on future. What does this mean to the SCSU? What does this mean to the future of the SCSU? I want to bring forward that the SCSU is less liquid this year. It means that we have to be stricter when it comes to cash flow. We did cut down a lot in spending on the forecast budget. This year we instituted more guidelines when we spend money. This year we're doing cash flow statements month by month so we can keep our spending in tact. We also are working on strict financial guidelines. Our executive director is working on building some guidelines. We also have a lot of cost cutting. We are also looking to increase our promotions to push revenue. We also are looking into ways to save money. I know every company does this, every five years or so, you look around to secure new contracts or compare different contracts. We're currently looking into save money or switch bank accounts to get better rates. That's what we're doing this year so that the SCSU will be in a better position in coming years.

VOTE: Favour: Unanimous

Against:

Abstain:

BIRT the Audited Financial Statements be approved as presented.

### c. Election Dates

**MOTION**

Moved: AAB

Seconded: AD

VOTE: Favour: Unanimous

Against:

Abstain

### Discussion

MB: Is this for the executives?

AB: That's dependent on the vote at the AGM. If the by laws are passed in AGM then it will be the elections for both.

BIRT the 2013 Winter Election Nominations be from January 7<sup>th</sup> to January 16<sup>th</sup>.

BIFRT the 2013 Winter Election Campaign Period start January 21<sup>st</sup> and end on February 7<sup>th</sup>.

BIFRT the 2013 Winter Election Voting days be from February 5<sup>th</sup> to February 7<sup>th</sup>.

### d. President and CEO Report

**MOTION**

Moved: MB

Seconded: HM

AAB: We had the executive retreat. We went over our yearlong plan. We reviewed all the events and campaigns we did since the beginning of the year until now. We did a brief overview of what we did well and what we did wrong. We looked at what we could do different. What campaigns should we continue and which ones we don't continue. How can we improve our events and attendance? We reviewed everything just to make sure we are ready for next semester. If you all haven't read the package for AGM, please go online on the SCSU website and read that package.

Multi-faith Prayer Space – At the beginning of the year I had a few conversations with the Dean of Student Affairs, Desmond on increasing prayer space on campus. This was a goal that we as

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

an executive wanted to achieve. Kavita went to the UTSG and UTM campus and did a lot of research there. She talked to the Vice Presidents of Equity at those campuses and took statistics on the prayer rooms. She took pictures of the spaces to compare it. She brought all of that. I compiled it into a report summarizing why there is a need for prayer space on this campus. Please look over that report if you would like to. We summarized the space on campus. We only have two prayer spaces in the student centre. We're proposing to increase the multi-faith spaces on campus. We looked at spaces that could potentially become spaces. We looked at the distance between the different spaces and the student centre. We were thinking of diversifying the space. As the university grows, there are going to be new buildings being built at UTSC. We're proposing to have more multi-faith spaces in these new buildings. UTSG has up to 8 different multi-faith spaces. Wherever students are they are able to access these spaces. UTM has four locations and they are spread out around the campus. It's not in one central location. We're proposing this model to diversify space on this campus. We submitted it to the Dean of Student Affairs and also to another admin, her name is Fran she also deals with space on campus. Right now there's a UTSC Space Committee, the highest decision making body in terms of space on campus. The Space Committee makes the final recommendations for space on campus. Until now, the representative of students has been the Dean of Student Affairs. There are no students on the committee. Basically our perspective on space on this campus has been delivered by an admin. What I did was write a formal letter to the Dean just to highlight the issue to say that we as the SCSU and representative of the students on this campus needed a voting member seat on the committee. That was delivered to Desmond and he is going to take that to the Space Committee for discussion. We'll see how that progresses.

SCSU Branding, you will all be getting new sweaters. We're looking at having pens or Frisbees, different things we can give out when promoting SCSU. My intern, Melisa is working on the Alumni Lounge, coming up with recommendations on how to change the Alumni Lounge. It's going to be called a lounge and have different furniture/lighting. I had an interesting meeting with Bill Gough and Louis Charpentier. Governance has been a big issue this year and basically the university is changing from a college council to a campus council model. There has been a lot of discussion between the different unions. We actually created a coalition. Bill Gough is responsible for these changes. We had a meeting to put our position out there.

VOTE: Favour: Unanimous                      Against:    Abstain:  
BIRT the President and CEO Report be approved as presented.

### **e. Vice President Academics Report**

#### **MOTION**

Moved: SP

Seconded: MB

AD: Study Space – This involves associating with the library and study space working group. There are new study spaces being built, but at the same time there are study spaces trying to be taken away. My University Affairs associate; Brandon Minia is coordinating my taskforce on UTSC Study space. We do have focus groups. We created a report based on the summer space analysis. For example, BV 4th floor, half the space will be renovated for study space by next year. Our main focus is the library. They want to renovate the library and change it into a learning common system rather than a traditional library study space system.



## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

DSA Affairs – Over the summer, I created a DSA Funding Policy. Now it's been put into practice very effectively. I am dealing with some logistical issues. We have DSA Council where all the DSA comes and discuss their issues. Course evaluation system – Over the summer, the Anti calendar system was scrapped. It was very out dated. Part of the motion was to have the anti-calendar scrapped, but to look into alternative methods. I worked out a deal with Professor Clair Hasenkampf, that we'd be able to receive Executive Report. This is the anti-calendar statistics, but much cleaner. We'll receive them every term rather than every year. Library Learning Commons plan – Several parties have much criticism for it. There is significant push back. I convinced the head librarian to enforce a quiet control in the library. My academics associate, Jessica Yip has been developing a BookBorrow Program. It's based on several textbooks that we've received from years passed. We'll be doing a trial run some time in January. A few years ago, we had a partnership and we're trying to re-establish that to see if we can receive free textbooks.

AJ: What does DSA stand for?

AD: Departmental Student Association.

AJ: You said that they're renovating the library into a learning centre?

AD: Right now it's a hybrid between a library and an informatics commons. The learning commons is a concept that has been circulating around. They're developing a more modern system of library use. The problem is all they're really focussing on is desktop space.

AJ: Course evaluation system – how do you plan to bring that up to the students?

AD: Last year, my predecessor converted the old anti-calendar system. We used to do it by paper, but now it's online. For environmental reasons, we changed it to an online PDF system.

VOTE: Favour: Unanimous                      Against:    Abstain:  
BIRT the Vice-President Academics Report be approved as presented.

**MOTION**    Moved: PS    Seconded: SP  
To extend meeting for twenty minutes  
VOTE: Favour: Unanimous                      Against:    Abstain:

### **f. Vice-President Students and Equity Report**

**MOTION**    Moved: AD    Seconded: MB

AAB: Kavita has been working very hard with a lot of projects. She's been working to bring an Equity Officer on campus.

AB: Last year the student unions at all the campuses lobbied to get funding for an equity officer. Last year the university agreed to put funding for it. We're having a meeting to create the job description. We'll have the position hired soon.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

---

AAB: Kavita and Guled are working on United for Equity Week. It's a week surrounding social justice issues. She has been working with accessibility to have a campaign on accessibility on campus. There were a lot of applications for bursaries this year. A lot of students are using the program, which is a good thing. We were able to get the prayer rooms renovated. Students have brought good feedback on the renovations in the prayer room.

VOTE: Favour: Unanimous                      Against:                                      Abstain:  
BIRT the Vice-President Students and Equity Report be approved as presented.

### **g. Vice-President Human Resources Report**

#### **MOTION**

Moved: HM

Seconded: AAB

AAB: The associate program is something we started this year. We used to have work-study positions, but funding was taken away. We created this new program. It's a program where we help people get trained on new skills and provide them opportunities to work with executives. Sarah has been meeting up with the associates regularly and giving them training. VNP – they have been doing a lot of outreach to get new people to sign up for it. Sarah has been working on Performance reviews for our different staff. For SRI, she's been doing performance reviews for them. She's reviewing the different contracts and what they have been doing. Rex's Den Customer Service – this is a survey she is working on. Sarah has been working on the Tax clinic with Daniel.

DT: We are hiring a senior tax associate.

AAB: We designated Sarah and Daniel to be on the Student Housing Advisory Committee. They're on that committee which advises the director of housing on different issues on housing and residence on this campus.

VOTE: Favour: Unanimous                      Against:                                      Abstain:  
BIRT the Vice-President Human Resources Report be approved as presented.

### **h. Vice-President External Report**

#### **MOTION**

Moved: MB

Seconded: AD

AAB: The 4<sup>th</sup> Wall Exhibit – At the student centre there were different platforms talking about city hall. Guled was working with Dave Meslin, a community organizer and the department of city studies. It was a joint initiative to highlight the different things on city hall. Dave Meslin gave a presentation on city hall and how the voting structure works. There were 40 – 50 students there in the presentation. Respect Scarborough – an initiative with different groups in Scarborough to work on the different issues holistically in Scarborough. Although we represent students, there are different groups to achieve a better Scarborough community. Dalton McGuinty resigned his post of leader of the Liberal Party. Glen Murray, who used to be the Minister of Training, Colleges and University stepped down and is applying to be leader of the Ontario Liberal Party. He's doing some work on if he would be the best candidate.

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

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AB: Two weeks ago, Glen Murray announced his leadership for Ontario liberal. The SCSU went to his announcement to listen to his platform and see what he wants to do as leader, but also to make sure that people know all the things that he has done and hasn't done as the Minister of Training, Colleges and Universities such as cut funding for education.

VOTE Favour: Unanimous                      Against:                      Abstain:  
BIRT the Vice-President External Report be approved as presented.

### **i. Vice-President Campus Life Report**

**MOTION**    Moved: HM    Seconded: AAB

JB: Toronto Raptors game – we recently sold out the other game. The second game is the LA Lakers game on January 20<sup>th</sup> and this will be incorporated in Frost Week programming. We're going to be pushing sales for those. We have Raptors hats and lanyards for those who buy tickets. The game is actually sold out right now, so it's a great opportunity to push sales. Black and White Affair – It's on November 29<sup>th</sup>. DJs are yet to be confirmed. UTSC Club Network FB Group – I gave this project to my associate, Brandon. He was given the task of emailing all club executives and sending them a link to join the club network. The club executives can post their ideas, projects and collaborations. Currently the activity is for them to comment on what they think of the clubs funding process thus far.

PS: I thought you were getting a second associate.

DT: We sat down and spoke about the viability of having another associate. We spoke about the workload of his current associate. When we thought about the current projects that Brandon was working on, we came to the conclusion that he can take on more workload. In that case, John, Sarah and I agreed to utilize the resource that we currently have.

JB: When we plan our events we always have a goal in mind. Generally, that is to engage students. Our events tend to open up more opportunities for students. We want to push our services. We as a union are able to offer students many things that we use in everyday life at a discounted price. We always manage to make student life easier. We have a very wide array of events and we don't just focus on one type of event. Orientation was a good example because it was a good mixture of everything.

AAB: The amount of diversity in programming in the past year, we've really been able to reach a wide range of students in our programming. Good job. Hopefully we can diversify our events more.

VOTE: Favour: Unanimous                      Against:                      Abstain:  
BIRT the Vice-President Campus Life Report be approved as presented.

### **j. Vice-President Operations Report**

**MOTION**    Moved: MB    Seconded: SP

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

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DT: Rex's Den – For November and throughout the rest of the year we're running a secret menu. Next time we meet, I hope that you will have one thing from the secret menu.

### MOTION

Moved: AAB

Seconded: SP

To extend meeting to 9:00

VOTE: Favour: Unanimous

Against:

Abstain:

DT: Right now, we're currently working on exam programming. We usually have low traffic in December. We have less students coming in. We are going to be running a new menu and hours. If you know anyone that needs catering, please let me know. In December, we're looking on running lean staff. It will be open from 11am to 8pm. In the past we opened 11 – 5. Students can still come to Rex's for dinner. Also, I want everyone to remember to "Tweet before you eat".

SP: I have a question regarding the secret menu. Do you think it would be possible for the secret menu items to become on the actual menu?

DT: We'll look at sales to see how the secret menu items are doing each month. If we see the chicken parmesan is doing extremely well, we'll add it on to the menu.

PS: How do you really know how a secret item is going to do when it's a secret?

DT: It's built on the concept of word of mouth marketing more than promotion. We keep a track of how much people buy based on a POS system.

SS: Is there going to be a vegetarian option on the secret menu?

DT: If you have any that you would like to add, vegetarian wise you can let me know. Moving on to SCSU Services Promotion – Alice, my operations associate built a class presentation. She will be contacting directors to come and give 10-minute speeches to classes. The speech will be given to you. She will be setting that up very soon. TV Lounge and Alumni Lounge – I'm waiting on extension cords and an extra remote so students can use the TV in the lounge. We're waiting on our ILove t-shirts to come in. SCSU Tax Clinic – It will be happening next March. It runs for two weeks. Everyone is supposed to file their taxes. It is a service we provide for free. You should file with us if you would like to. The senior position has wrapped up but there are volunteer positions. We'll be helping students file taxes. The purpose is to teach you how to file your taxes. Personal taxes are simple. SRI General Manager – Since last summer, we wanted a full time general manager for our restaurants, KFC, Hero Burger and Rex's Den. We received the draft on the agreement from the university for that. Myself, Abdalla and Amir have reviewed the document. We came up with tweaks and concerns that we had. We will be reviewing the draft and sending it off to the university to have a conversation to get everything in place so we can get the SRI manager in.

MB: How long will it take to come to the board? Is it going to come to the board for approval?

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

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AAB: The SRI General Manager is not an SCSU employee; they are a SRI employee. It has to be approved at the SRI board. It won't get approved here.

DT: I had a meeting with the KPMG. We discussed securing another auditor. Hopefully we'll get a better deal next week. The main point of finding another auditor is to get more consistency in service. It isn't to save costs. We started a Rex's Den Operations Meeting to increase communication and setting targets.

VOTE: Favour: Unanimous                      Against:                                      Abstain:  
BIRT the Vice-President Operations Report be approved as presented.

### VI. Other Business

VII. Next meeting: November 30<sup>th</sup> 2012-- *6.00pm to 8.00pm*

### VIII. 2<sup>nd</sup> Roll Call

Title	Name
Humanities	Rannie Xu <b>RX</b>
	Ashley Acoba <b>AAC</b>
	Hassan Mohamud <b>HM</b> - absent
Psychology	Nicole Dionisio <b>ND</b>
	Taha Iftikhar <b>TI</b> - absent
	Miracle Ozzoude <b>MO</b>
Physical and Environmental Science	Shivarni Singh <b>SS</b>
Biology	Sheen Pardinias <b>SP</b>
Management	Mouad Benaicha <b>MB</b>
Social Sciences	Patrick Simeon <b>PS</b>
	Alyssa Moses <b>AM</b> (Vice Chair) - absent
	Marianita Simmons <b>MS</b>
	Charmaine Ramirez <b>CR</b>
President/CEO	Abdalla Al-Baalawy <b>AAB</b>
VP Operations/CFO	Daniel Tittil <b>DT</b>
VP Academics	Adrian De Leon <b>AD</b> – absent
VP Students/Equity	Kavita Siewrattan <b>KS</b> – SCSU business
VP External	Guled Arale <b>GA</b> – SCSU business
VP Human Resources	Sarah Worku <b>SW</b> - absent

## Minutes

Board of Directors Meeting #10 of the University of Toronto Scarborough Students' Union

Friday November 16<sup>th</sup>, 2012 – 6:00 – 8:00pm (Room: SL-232)

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VP Campus Life	John Bastawrous <b>JB</b>
First Year	Anastacia Jiang <b>AJ</b>
	Kevin Ramlal <b>KR</b> - absent
Executive Director	Amir Bashir <b>AB</b>

### IX. Adjournment

#### MOTION

BIRT the meeting be adjourned.

VOTE: Favour: Unanimous

Moved: MB

Against:

Seconded: SP

Abstain:

Meeting adjourned at 8:34PM.

# SCARBOROUGH CAMPUS STUDENT'S UNION

## Meeting of Standing Committee on Campus Life

Monday, October 29<sup>th</sup> 2012: SL-232

### A. Call to Order - 5:02pm

### B. Roll Call

John Bastawrous – Assessor - Present

Hassan Mohamud - Voting Director - Present

Brandon Bahrat – Co-opted Member - Absent

Diriye Hassan – Co-opted Member - Absent

Ellen Onwuemele – Co-opted Member - Present

Moataz Mohamed – Co-opted Student. Present

Maria Eliza Brandes – Present

Sheen Pardinias - Voting Director - Present

### C. New Business

PS: Motion to approve last meeting's minutes. Moved by Moataz and seconded by Hassan. Minutes approved.

PS: Motion to approve the agenda. Motioned by Hassan and seconded by Sheen. Agenda approved.

JB: 55 bucks for Raptors game tickets being sold in the SCSU office. We will begin pushing for this very soon. We need to talk about it with the Street Team.

SP: How much have we sold?

JB: Tickets just came in, but we were able to sell 4 of them so far.

PS: Are we going to make flyers for the Raptors event for Facebook profile pictures?

JB: That's something that we are definitely planning on right now.

PS: Good. Now from meetings attended. Item one is with the UTSC Maroons.

JB: We just basically went over possible ways to for them to apply for school funding as a club.

PS: Item two is the meeting with MSA.

JB: We discussed the use of Rex's Den as a possible post-event lounge area for the faculty that they are inviting.

PS: Now for 'Upcoming Goals.'

JB: The main motive is to sell out these Raptors game tickets, but also to keep in mind that Black and White is coming soon and that we will be confirming the logistics for the event.

PS: Now for 'Completed Projects.'

JB: The YOLO Halloween party went well, it was a success overall. The open bar was kept open for a lot longer than anticipated. The food was pretty good as well. The fire alarm got pulled at 1:20am in the morning by a visibly drunk individual. The cops shut the entire thing down and people left bit earlier. But other than that, it was a good party.

PS: Any feedback?

MM: Other than one person, all the feedback was pretty good in general.

SP: The food was very good, but the music could have been a bit better, but other than that it was a good night.

JB: Usually, DJ Ritz, who was spinning that night, takes requests immediately implements into his set, and that was something that he was doing the entire night.

JB: We will probably be doing something for Movember. But as of now we are working on it.

#### **D. Second Roll Call**

John Bastawrous – Assessor - Present

Hassan Mohamud - Voting Director - Present

Brandon Bahrat – Co-opted Member - Absent

Diriye Hassan – Co-opted Member - Absent

Ellen Onwuemele – Co-opted Member - Present

Moataz Mohamed – Co-opted Student. Present



Maria Eliza Brandes – Present

Husnain Mansoor - Late

Sheen Pardinias - Voting Director - Present

**Motioned by Hassan and seconded by Moataz.**

**Meeting adjourned at 5:40pm**

## **President & CEO Report**

**November 27, 2012**

### **ONGOING PROJECTS**

#### **Annual General Meeting (Nov. 21)**

The AGM was held on Nov. 21 and went very well. We had over 80 students show up with many more coming in and out.

By-Laws that were brought to the AGM all passed with a lot of input on them. We hope to take this input and bring it forth in future terms for improvement on our by-laws and policies.

#### **SCSU Branding Campaign**

Materials such as brochures, sweaters and swag are being designed by the marketing team and will be ordered as soon as we finalize designs. There has been numerous staff that have left the marketing team and production of materials has slowed down. We are currently looking into solving this situation and continue producing materials for the branding campaign.

#### **SCSU Restructuring**

By-Laws have been approved and supplementing Policies are being created.

#### **Intern: President's Associate**

Melisa is continuing to work on putting together a comprehensive analysis on the Alumni Lounge and its usage. Also, she has been tasked with providing recommendation and a budget for renovations for this space.

#### **SCSU Restaurant Inc. (SRI)**

##### *SRI General Manager*

Daniel, Sarah, Joel, Amir and I have reviewed the agreement and have gotten recommendations from our lawyers. Next step is to send it to the university administration for clarification and approval.

##### *Franchises (KFC & Hero Certified Burger)*

Both franchises have seen a steady stream of revenue coming and both are doing relatively well.

##### *Rex's Den Restaurant*

Rex's Den has enjoyed a relatively steady flow of traffic. We are continuing to work with student clubs to increase traffic. Increasing events will also help to create traffic. There has been good turnout in our extended hours.

We are also looking into the structure of Rex's Den for improvement and designing methods on improving the structure, increasing efficiency and customer service.

**Abdalla Al-Baalawy, President & CEO**  
Scarborough Campus Students' Union  
University of Toronto at Scarborough  
1265 Military Trail, Toronto, ON. M1C 1A4  
Direct Line: 416-287-7045



## **Meetings Attended**

### **Governance Meeting: Meeting w/ Prof. Bill Gough & Louis Charpentier: Nov. 27, 2012**

- Discussed governance changes at UTSC and UTM
- Discussed possible changes on models

### **Student Forum: Nov. 23, 2012**

- Discussed operational issues for UTSC (Tri-Campus Shuttle Bus, Gender Inclusive Washrooms, Student Reps on Building Committees, List of UTSC Committees, Interest n Differed Tuition Fees, Students booking rooms)

### **Health & Wellness Advisory Committee: Nov. 23, 2012**

- Discussed the Department of Health & Wellness services

### **UTSC Academic Committee & Planning and Budget Committee: Nov. 20, 2012**

- Discussed Academic affairs at UTSC
- Discussed other affairs of UTSC that don't relate to Academics

### **Tidee Notes: Nov. 7, 2012**

- Discussed the product and whether we want to take it on as a service given at the SCSU

### **Executive Committee Meetings (ECM):**

- Discussed overarching relevant issues regarding the union

### **SCSU Operational/Managers Meeting:**

- Discussed operational issues of the union

## **UPCOMING GOALS**

- Governance Reform (Campus Councils)
- Continuing to work on SCSU Branding
- Creation of new policies
- Building of relationship between SCSU (and SRI) and Residence (SCRC)
- Building of relationship between SCSU (and SRI) and Athletics (Athletic Department and SCAA)
- Executive Committee Meetings
- SCSU Operational/Managers Meetings

## **COMPLETED PROJECTS**

- **AGM**

**Adrian De Leon, Vice-President of Academics**

*Scarborough Campus Students' Union  
University of Toronto at Scarborough  
1265 Military Trail, Toronto, ON. M1C 1A4  
Direct Line: 416-287-7644*



**Vice-President of Academics Report  
November 30, 2012**

**ONGOING PROJECTS**

**Governance Reform**

The SCSU has joined the Coalition in continuing to negotiate the Terms of Reference with Louis Charpentier and Prof Bill Gough. The Coalition is scheduled to meet by next week Friday in order to discuss our moving forward with respect to the new St George changes, as well as the December vote on the UTM/UTSC changes.

**Study Space**

The official study spaces have been finalized for the Fall 2012 exam season and have been made available online. We plan to open up some of our meeting rooms and other spaces as temporary study space as well—not as a permanent solution, but as a part of the study space campaign in order to increase awareness that UTSC's study space:student ratio is much too low. Brandon Minia, my University Affairs Associate, has been working diligently on a specialized Library Report to present to the Study Space Working Group, as well as a comprehensive Study Space Report. We hope to partner up with IITS in order to deliver an online Study Space survey as well.

**DSA Affairs**

DSA Council has met for a second meeting to comprehensively discuss funding sources (DSL, CSS, SCSU, Dean's Office/Academic Departments). We have pushed forth with some more solutions for the inclusion within the DSA-Department Memorandum of Understanding. I have assigned Jessica Yip, my Academics Associate, to be the minute-taker of DSA Council and to be the executor of the Memorandum of Understanding, set to be completed as a first draft by February.

**Course Evaluation System**

The Course Evaluations for this semester have been sent out to students. The system has been updated to include department-specific questions, as well as institutional questions. These will be beneficial for the departments in terms of re-hires and course improvements. The SCSU will most likely be receiving the data very soon after the Departmental Chairs do, which is around the end of January.

**Library**

The Quiet Patrol in the library is in its hiring phase, and its policies have been presented to the SCSU for some review. We will also be having a Library Student Forum on December 4<sup>th</sup> from 4-6pm, in which we will present to students the new plans of the library and ask for feedback, as well as discuss any other problems we have with the library. I have invited Andrew Ursel, the VP University Affairs and Academics at the UTMSU, and Lola Rudin, a professional librarian at our own UTSC Library, who is also coordinating the Quiet Patrol.

**Adrian De Leon, Vice-President of Academics**

*Scarborough Campus Students' Union  
University of Toronto at Scarborough  
1265 Military Trail, Toronto, ON. M1C 1A4  
Direct Line: 416-287-7644*



**BookBorrow Program**

The BookBorrow Program will be launched as a pilot project for January. It is not meant to be a permanent solution; rather, it is a temporary solution until such time that we are able to have discussions with publishers or create a new plan altogether in order to provide better textbook services for students. Jessica Yip has almost completed the comprehensive operations manual, the sign-up forms, the inventory, and the necessary contracts that outline the rules and guidelines which must be followed to be a program participant.

**UPCOMING GOALS**

- Implementation and review of the Quiet Patrol pilot project
- Launching a full Study Space and Library Campaign
- Library Student Forum
- UTM/UTSC Governance Vote
- January Launch of the BookBorrow Program

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## Vice-President Human Resources Report

November 30<sup>th</sup>, 2012

### ONGOING PROJECTS

#### Associate Program

Associate program is complete now that all associates have been hired. We had our second bi-weekly update meeting and are working on ways for the associates to collaboratively work together.

#### Outreach for Opportunities

The VNP Coordinator along with my Associate has worked on a survey for UTSC students to gauge what kind of opportunities they would like the SCSU to offer. She will be doing tabling and outreach this week and in the upcoming weeks.

#### Rex's Den Customer Satisfaction Survey

I have compiled a fillable pdf form to post on the Rex's Den website. I'm currently figuring out the logistics to how the form will work.

#### Tax Clinic

We have hired 4 senior tax associates interviews on November 15<sup>th</sup>; they will work alongside our tax clinic coordinator for the spring SCSU tax clinic. They are volunteer positions.

#### Meetings Attended

**November 21, 2012- SCSU Annual General Meeting**  
**November 13, 20, 27 2012- Rex's Operations Meeting**  
**November 14 & 28, 2012- SCSU Operations Meeting**

#### **Regular Meetings**

- **VP Operations, Executive Director, President and Business Manager:** several meetings a week in regards to the internal operations of the SCSU.

#### **UPCOMING GOALS**

- **Associate & workshop**
- **VNP board renovation & workshop**

#### **POST-MORTEM PROJECTS**

## VP External Report

November 30th, 2012

### **Rob Ford**

Rob Ford got ousted from office!!!!!!!!!!!!!! Enough said, next semester will be hectic with a possible mayoral election and a provincial election. Also, the city budget comes out today so there will be a lot of organizing done around then.

### **City of Toronto and International Students**

Went to a meeting at City Hall about how the city of Toronto and student unions could better welcome international students. I got a discounted booklet in the SCSU office with coupons to different city attractions. We also created a game plan on how the union and the city could work together on the city's programming in the upcoming year.

### **Social Justice Commission**

We held our very first Social Justice Commission last week. We talked about how to get more of an environment of Social Justice at UTSC. We also talked about things we could do next semester. We have another meeting happening on Monday 5-7, and it would be great to see directors there.

### **Respect Scarborough**

On November 24th, there was an event we help put together called "Investing in Scarborough's Youth: quality social programs, strong public services, good jobs." This event was a community discussion on the youth perspective on the city budget and also the city's priorities. It went really great and had a good turnout, I'd like to thank Kavita for helping me out on the day.

### **CFS Nationals**

This week I am at CFS Nationals. There are a lot of discussions going on about the direction the student movement should go in, and also on different issues that affect students on a day to day level. We also just got ISIC card discounts for Porter Airlines that gives 15% off all flights. We recently fixed our ISIC machine so you should pick one up from the SCSU office if you haven't already.

**Daniel Tittil, Vice President of Operations and CFO**

*Scarborough Campus Students' Union  
University of Toronto at Scarborough  
1265 Military Trail, Toronto, ON. M1C 1A4  
Direct Line: 416-287-7050*



**Vice President of Operations and CFO Report  
November 30th, 2012**

**ONGOING PROJECTS**

**Rex's Den**

New hours, a revamped menu, training of staff and the introduction of new programming for the restaurant has resulted in improvement in both the atmosphere and the top line. Rex's Den will follow a continuous improvement model as the restaurant receives feedback from the UTSC population.

Status: December programming is ready! Exam hours will be 11am to 8pm with all day breakfast (with toast) for 6.95 and the bar menu (no pastas). This allows us to run lean staff with great food options. There is a new holiday menu with some delicious items that is geared towards staff and faculty. The menu is open for students also. It features items such as homemade lasagna with garlic bread and a salad for 10.95 and stuffed chicken supreme for 14.95.

Invitations are sent out to clubs and faculty to book Rex's Lounge and Lab. We hope to get increased business that way.

I hope everyone has tried at least one thing on the secret menu by now and remember to #tweetbeforeyoueat @Rexsden.

One more thing- We should have Rex's den gift certificates ready soon.

**SCSU Services Promotion**

Alice, the operations associate, is currently working with marketing on ways to increase promotions of our services. I will need director volunteers to do periodic class talks.

Alice is creating a standard presentation. Also marketing is working on creation of SCSU services pamphlets as well as club services pamphlets. A cross promotion technique will be employed with other popular SCSU services. Our new office hours will also promoted more.

Status: The class presentation and speech should be ready soon. I would like to get volunteers for class talks from directors. Alice will set up a review session with volunteers before the class talk session. I met with Sudha to standardize the services and policies and pricing surrounding many services we offer. Alice is transferring this info into content for the services panel.

**TV Lounge and Alumni Lounge Revamp**

Alice, is also working with myself and James Stronghill to revamp the TV lounge space. That is making the TV accessible to students and clubs. As well as install a foosball table upstairs in the room. The aim is to create a fun and relaxing student lounge for UTSC students.

Status: Cables have reached and is set up. Students and clubs can now plug and play with USB, hook up sound and video using VGA or HDMI. Alice is coordinating with Sudha



**Daniel Tittil, Vice President of Operations and CFO**

*Scarborough Campus Students' Union  
University of Toronto at Scarborough  
1265 Military Trail, Toronto, ON. M1C 1A4  
Direct Line: 416-287-7050*



to get the cords covered properly with instructions printed for the wall. If we can get director volunteers to run movie de-stressors for exams in the TV lounge that would be awesome.

**One Love UTSC**

This brand has been successful for the union in the past. Built on campus spirit and togetherness, the executive team decided that the union will continue to build on the 1LoveUTSC branding. The operations associate together with the human resources associate will be heading this project with an emphasis on sustainable business and controls.

Status: T-shirts are finally here! We will be following the pop-up sale model for the rest of this semester. Come get your 1LoveUTSC t-shirt! Thanks to Amir and Sandra, we were able to source sweatshop free T-shirts that we can sell at the same \$10 price. A limited quantity of toques is also on sale.

**IITS Service agreement**

The SCSU currently does not employ technical staff which leaves the union at a technological disadvantage. IT related issues and troubleshooting have historically been left to the most 'tech savvy' staff/executive employed at any particular point in time. In cases where no one at the office can provide assistance, the task is outsourced to the IITS (Information and Instructional Technology Services) Department. IITS currently is not obligated to service the SCSU under their mandate and so provides ad hoc assistance at lowest priority. An agreement is being drafted and proposed for negotiation with Zoran Piljevic, the director of IITS. This agreement will specify service allocation to the SCSU along with its terms and conditions.

Status: Amir has taken over this project and is gathering data from IITS on a viable agreement.

**SCSU Tax Clinic Program Creation**

This academic year, the SCSU will be executing a Tax Clinic for both domestic and international students for the first time. In the past only domestic students were targeted as the International Student Center provided a tax clinic solely to international students.

In acknowledging our mandate as the SCSU, to serve all students, I am working to provide a sound structure for this program. A SCSU Income Tax Clinic project plan is being developed in consultation with the ISC coordinator.

Status: The room and dates for the tax clinic and training dates are booked. Senior tax associate hiring will be happening soon. Benefit sessions presentations are also being created and booked.

**SRI General Manager (GM) Development**

**Daniel Tittil, Vice President of Operations and CFO**

*Scarborough Campus Students' Union  
University of Toronto at Scarborough  
1265 Military Trail, Toronto, ON. M1C 1A4  
Direct Line: 416-287-7050*



Recognizing the need for a full time general manager for the SRI Inc., a SRI GM Development Committee was struck. This comprises of the SRI's Treasurer, President and Business Manager as well as the VP of Human Resources (Daniel T., Abdalla A., Joel Clark Sarah W. respectively). This committee's mandate is to overview the viability and execution of financing and hiring of an SRI GM in consultation with relevant parties.  
Status: The document is now reviewed by our lawyers. We have a couple changes to propose to the document and then it will be sent back to the Andrew and Fran for further review.

**Meetings Attended**

**Rex's Den Operations Meeting**

- The discussion group seems to be working very well in getting operational issues sorted out in a timely fashion and getting feedback from staff.

**UPCOMING GOALS**

- TV lounge space and increase advertisement.
- First draft of IITS Agreement
- Dentistry Negotiations for capital repayment
- Chairs computer fix
- IloveUTSC pop up sale

**COMPLETED PROJECTS**

- Sign over of bank accounts completed
- Software Update for Salto
- Rex's Den October promotions
- Full hardware installation for Salto
- Updated services section of website
- Standardized SCSU Administrator accounts for SCSU computers.
- Salto System install and implementation