



# SCARBOROUGH CAMPUS STUDENTS' UNION

Board of Directors Package #13

Friday April 24th, 2015  
7:00pm  
UTSC Student Centre, SL-232

## ROBERT RULES OF ORDER AT A GLANCE

To Do This:	You Say This:	May You Interrupt 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	Request for Information	Yes, if urgent	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 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 of the 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, advisability of referral only	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 further discussion on 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 taken from the table	No	Yes	No	No	Majority
Reconsider a motion already voted on earlier in the meeting	I move that the 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	No vote taken, chair rules
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

Board of Directors, Scarborough Camps Students' Union

---

<input type="checkbox"/>	ANWAR	AHRAR	PHYSICAL AND ENVIRONMENTAL SCIENCES
<input type="checkbox"/>	AZRAQ	SABRINE	VP EQUITY
<input type="checkbox"/>	CHEN	CALVIN	FIRST YEAR DIRECTOR
<input type="checkbox"/>	CHOWDHURY	TAHSIN	PRESIDENT
<input type="checkbox"/>	DIONISIO	NICOLE	VP ACADEMICS & UNIVERSITY AFFAIRS
<input type="checkbox"/>	FAIRBAIRN	GLENDA	PSYCHOLOGY
<input type="checkbox"/>	FAYSAL	BARRAH	POLITICAL SCIENCE
<input type="checkbox"/>	JULIUS	LOUISA	FRENCH & LINGUISTICS
<input type="checkbox"/>	JIANG	ANASTACIA	HISTORICAL & CULTUREAL STUDIES
<input type="checkbox"/>	KHAN	NOOR	CRITICAL DEVELOPMENT STUDIES
<input type="checkbox"/>	LEE	HANMOUI	FIRST YEAR DIRECTOR
<input type="checkbox"/>	MULATU	KALEAB	VP OPERATIONS
<input type="checkbox"/>	NASIRI	FEROZAN	ANTHROPOLOGY
<input type="checkbox"/>	NAVAN	SANOJ	VP CAMPUS LIFE
<input type="checkbox"/>	NEHRIN	RANZIBA	ENGLISH
<input type="checkbox"/>	PARIKH	VIVEK	MANAGEMENT
<input type="checkbox"/>	RAMOUDITH	BRANDON	COMPUTER & MATHEMATICAL SCIENCES
<input type="checkbox"/>	YAACOUBIAN	GARINE	PHILOSOPHY

EXECUTIVE REPORT

Board of Directors Meeting #13 of the Scarborough Campus Students' Union

Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre

---

**1. CALL TO ORDER**

**2. ANNOUNCEMENTS**

**3. APPROVAL OF THE AGENDA**

**MOTION**                      Moved: Chowdhury                      Seconded:

Be it resolved that the agenda for the April 24<sup>th</sup>, 2015 SCSU Board of Directors meeting be approved as presented

**4. EQUITY STATEMENT**

**5. EXECUTIVE REPORTS**

**MOTION**                      Moved: Chowdhury                      Seconded:

Be it resolved that the executive report be approved as presented

**6. RATIFICATION OF HIRED EXECUTIVES**

**MOTION**                      Moved: Chowdhury                      Seconded:

Be it resolved that \_\_\_\_\_ be ratified as the Vice-President Operations for the 2015-2016 term.

**7. APPROVAL OF THE NEW HEALTH AND DENTAL PROVIDER**

**MOTION**                      Moved: Chowdhury                      Seconded:

Be in resolved that \_\_\_\_\_ be ratified as the health and dental provider for 2015-2016 term.

**8. TAX CLINIC PRESENTATION**

**9. VNP PRESENTATION**

**10. OTHER BUSINESS**

**11. ADJOURNMENT**

**MOTION**                      Moved: Chowdhury                      Seconded:

Be it resolved that April 24<sup>th</sup>, 2015 Board of Directors meeting be adjourned.

# Services & Operations

## Year End Operations:

ITEM	QUANTITY
Canada's Wonderland:	211
Cineplex:	1217
CNE:	65
Glow:	115
Halloween Masquerade:	263
I <3 LOVE UTSC:	70
Views from the Borough:	250
Mosaic:	133
Rex's Den Retro Pub Night:	75
Rex's Den Gift Certificate:	7
Boat Cruise:	461
Gatsby Gala:	534
MLSE:	26
TTC Day Pass:	33
TTC PS MetroPass:	1376
TTC Tokens (5 Tokens)	12,863
TTC VIP ADULT	4771
Wild Water Kingdom:	17
Postering:	183

## Locker Program

One of the biggest services we offer is our locker program. A procurement process was done to replace the on-line locker booking system that was used in the summer, with our current system.

## Charging Stations

Two brand-new charging stations have been installed in the Student Centre.

## New Services

This past year we offered an increased variety of discounted tickets: Wild Water Kingdom, Cineplex, TTC, Maple Leafs, Toronto FC, CNE and Yuk Yuk's. We also explored the possibility of bringing a GO-Bus ticket station on campus, and have succeeded in doing so. Furthermore, we have secured two new services for students: SpaceWays and Campus Home Stay – both these services aimed to tackle recurring issues that the services team was faced with. Moreover, we worked on making discounted Pepsi-co products a reality at our PanAm Kiosk – this should be finalized in the summer. ZipCar was also brought to UTSC. Lastly, We have contacted and worked with various Paintball vendors and providers to make discounted Paintball an available service to the students in the following year(s).

### **The TV Lounge**

This year the TV Lounge experienced a massive upgrade, with the addition of a state-of-art A/V system. We made this space available to clubs and a few took the opportunity to showcase their events there. We've worked this year to draft ideas about how to further make the space "student friendly".

### **Website**

We changed the layout of our website to make it mobile compatible and made sure to meet AODA standards, which was a legal requirement. The new design has made the website more resourceful, helpful and easier to use for our members.

### **SCSU Office Hours - Doors Open Longer**

Recognizing that the SCSU also represents part-time students and that most part-time students are working jobs, we decided to introduce extended hours. The program was effective and we were able to serve our part-time students at a more accessible period of time.

### **SCSU PanAm Kiosk**

The VP of Operations, President and VP of Operations associate have been working on creating a dynamic strategy to utilize the PanAm Kiosk to the best of ability. An official name for the Kiosk is currently being sought.

### **Rex's Den**

This past year has seen some major improvements to Rex's Den. We hired a new manager, Moe Shirazi. Moe was instrumental in bringing much needed organizational and operational reforms to ensure that Rex's was on a course towards success. He brought in a new menu, introduced various elements in staff training and hiring, implemented cost controls, and consistently has displayed his wealth of knowledge. Rex's has tremendously moved towards financial and operational self-sufficiency this past year.

Moreover, an ample amount of student jobs were created – this is true across all of our SRI's (HERO, KFC, Rex's Den). In addition to these student jobs, we've noticed an increased amount of foot traffic to Rex's; we've managed to do this through promotional material around campus, our networking with the Video-Game-Society, and through the introduction of our specials.

Rex's will continue to need the support of the SCSU and the staff to ensure that it remains on the course towards self-sustainability; as it is still far from that goal. The staff was great support in promoting and holding events at Rex's; several 'Pub Nights' and a vast majority of events were held at Rex's. The introduction of an Instagram account, as well as the push to reach out to clubs and DSA's helped majorly.

Further, renovations were made to Rex's to update the flooring, HD TV's, chair bottoms, projector, tabletops, booths, and aesthetics of the restaurant. Further renovations are in place to develop signage, and to renovate the interior further as well as the patio; as well as to bring in a new host station.

### **SCSU Book Giveaway**

The SCSU advocates for an accessible, affordable post-secondary education. One of the ways the SCSU helps alleviate student financial burden is through its growing annual free book giveaway. This year, we organized the book giveaway during Dis-Orientation, which attracted many of our members. We hope to continue this service in the following year.

### **Services Commission and Survey**

The VP of Operations and the VP of Operations Associate have been undergoing the process of putting together a Services Commission. This commission will serve to counteract the various sources of miscommunication about the SCSU. Furthermore, the two have put together a Service Survey and have explored various mediums and platforms to roll out the survey. Ultimately it was decided to host the survey on the SCSU website.

### **Tax Clinic**

This year the SCSU hosted the tax clinic to help and teach UTSC students on the importance of filing their taxes. With the help of our committed Tax Clinic Coordinator, we hired 10 Sr. Associates, and hired close to 50 Jr. Associates. This year the clinic was held during March 2nd until March 13th. We were also open on the Saturday to be more accessible to students.

### **SCSU Meeting Rooms**

During the exam period, the SCSU opened the meeting rooms for student study space. It was a very underutilized service. However, we will look into opening them up for study space during midterm season as well as the final exams. The custodial demands on the student's center would be too great to make this a year round occurrence but we will look to see if the pressure on UTSC facilities staff that service the Student Centre could be relieved.

Furthermore, the last of the meeting rooms, SL-219, has now been equipped with AV equipment, rounding out the AV upgrade in the student center. This upgrade of AV services in all of our meeting rooms has received a positive response from the student groups that utilize the spaces for various purposes.

### **Hot Water Machine (Student Centre)**

We met with Uoft administration in regards to how we could go about proving a hot water machine in the student centre safely. They specified some safety mechanisms that we must incorporate. Safety was a huge issue after some very real concerns were brought up at the AGM. We are currently getting quotes from various companies for industrial grade hot water machines as well as consulting with relevant departments about where we could go about placing said machine. In the meantime, we would like to remind students that vendors in the students centre (Treats, Asian Gourmet and INS Market) will continue to provide free hot water to students provided that you bring your own bowls or cups.

# Campaigns & Advocacy

## **ACADEMIC APPEALS AND PETITIONS**

One of the duties of the VP Academics and University Affairs is assisting students in academic appeals and petitions. Last year, this service was advertised heavily so students knew they could access this resource. The SCSU often helps students who have exhausted resources of the University and students who feel the university has violated their rights. This year, the SCSU will implemented a structure (online booking and request form) that made it much easier for students to access this resource and for the SCSU to better assist students.

## **STUDENT ACADEMIC HANDBOOK**

This handbook was created by the University to reflect the Academic Handbook for Faculty and Staff. The student handbook had not been revised for years. After several revisions proposed by the SCSU and meetings with the Vice-Dean Undergraduate, the new Student Academic Handbook is much more student-friendly.

## **MULTIDISCIPLINARY UNDERGRADUATE JOURNAL**

In tandem with the Departmental Student Associations, and guidance from the UTSC VP Research Office, the SCSU has been working on a multidisciplinary journal that will consist of published and/or unpublished research of undergraduate students at UTSC. So far, we have worked with the Students of English, Literature and Film and a professor from the English department to successfully expand the journal to the Humanities department. Upon several meetings with the DSA's, we decided to end this project to allow room for other up-coming journals to grow. The SCSU continues to support DSA's and all student-driven initiatives.

## **COURSE EVALUATIONS**

This is a University-distributed survey to collect data on student input in the classroom. It is the number one source that helps decide what improvements need to be made in teaching practices and syllabus structure. Course evaluations have been transitioned from paper to online surveys, resulting in lower response rates from students, and thus giving the University less feedback to work with in improving the academic experience from year to year. Course evaluations are also the source of data necessary for the Union to create the anti-calendar, a service provided to students to assess how student experience in specific courses has been in past years. Upon moving to an online system, the University now publicizes course evaluations on Blackboard (without commentary), effectively stopping the production of the anti-calendar.

## **STUDENT SOCIETIES SUMMIT**

The Vice-President and Provost Office began hosting a Student Society Summit in August of last year. UTM and UTSG Societies were invited to participate; UTSC societies were left out of participation. On April 14, 2014, the Vice-President and Provost Office released a Report with recommendations for societies of all three campuses. In order to be more inclusive, the Scarborough Campus Students' Union began holding our own Student Societies Summits to include societies that were not involved in consultations that formed the report. The report included recommendations that remove the right of student societies to function as autonomous bodies. Outreach was done on a tri-campus level to inform our membership, societies, levy groups, and governors of the effect of these changes to our autonomy. The Scarborough Campus Student's Union took a stance on the issue by condemning the recommendations and the process of the administration-held summit.



## EXECUTIVE REPORT

Board of Directors Meeting #13 of the Scarborough Campus Students' Union

Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre

---

### **DSA COUNCIL**

This council was created as a forum to allow for improved support and assistance to the 16 Departmental Student Associations. Understanding the unique mandates and relationships these partners have with corresponding administrative bodies, this forum allows for productive and holistic discussion on improving the academic experience. With improved communication, the DSAs and SCSU have been able to work collaboratively on academic issues such as study space, course availability, and academic programming and services. It has also allowed the SCSU to better support DSAs where needed, such as holding workshops to help build capacity for the newer DSAs. In recognizing the expanding needs and number of DSAs, the SCSU has also increased DSA funding this year.

### **SCSU'S CAMPAIGNS & EQUITY COMMISSION**

The Campaigns & Equity Commission was created to allow more transparency and student input in SCSU's campaigns and projects. In its first year, productive conversation was had revolving around equity issues and academic advocacy. At our first Campaigns & Equity Commission this year six subcommittees were launched, including UofT Divest, Holistic Health, International Students, Mental Health, SCARS, and Community.

### **STUDY SPACE WORKING GROUP**

This Working Group was created to allow student input on the allocation, re-allocation, structure, and issues surrounding existing and forthcoming study space. The Union continues to bring forward issues on students' behalf, addressing issues such as space for different learning styles, amount of space, electrical outlets, and most recently, recommendations for the renovation of the R-Space to Highland Hall.

### **ACADEMIC FORUM**

This forum is a bi-annual meeting of the academic arm of the University and the Union. It is comprised of the SCSU Vice-President Academics and University Affairs, SCSU President, two student members, the director of Student Life, the Dean of Student Affairs, the Dean of Academics, the Assistant Dean, and the Vice-Dean Undergraduate. Over the past year, we have worked on improving and expanding prayer space, working on green initiatives, course evaluations, DSA support, study spaces, the undergraduate research symposium, and sessional dates. At this forum, we have made achievements in expanding prayer space to the North campus, pushed forward a Green Policy to the Campus Affairs level, and overall improved relations and collaboration on many academics-related initiatives.

### **#SAVETHERSPACE**

Following the Study Space working group, several students from dance groups/faith groups raised concerns about the loss of the R-space. This led to a petition created by the students and flash mob throughout the school. The petition was presented to administration; however, alternatives are yet to be presented.

### **Council on Student Services (CSS)**

The Council on Student Services is a majority student body responsible for discussing ways of improving student life at UTSC. After several sub-committee meetings and discussions between administration and students, the final budget vote occurred on January 22nd, 2015 in the AA council chambers. Students opposed all budget increases, saving a total of 14.63 per student, per session.

### **Program Accessibility**

A survey was created by the SCSU to gather information on which courses were in high demand by our students, specifically courses that prevent or hinder students from finishing their degree in a timely manner. Unfortunately, due to poor timing with the TA strike, this campaign could not be launched, but will commence in the next term. All material and survey questions are ready to launch.

### **Course Diversity**

## MINUTES BOD #12

Board of Directors Meeting #13 of the Scarborough Campus Students' Union

Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre

---

Several discussions were had this year with the Dean regarding course diversity. It is a critical time as our departments formulate their 5-year academic plans. We have agreed to launch a joint survey with the Dean's office to gather information on the types of courses students are interested in taking.

### **Highland Hall**

The VP AUA sits on many administrative committees and will continue to advocate for alternative recreational space for our dancers/faith groups. The paper survey is also to be launched online to gather information on the type of study space student's want in the new Highland Hall.

### **New Parking Structure**

VP AUA met with Security Systems and Services Manager, Carvill Lo to talk about the new parking structure, to be constructed on Parking Lot D. SCSU now has a seat on the Parking Structure committee and will continue to advocate for lower parking fees.

### **Inclusive Teaching Supplementary Document**

Upon passing the motion on curriculum development at the SCSU AGM, we have been looking to other strategies to address issues of inclusive teaching practices. Together with the Equity and Diversity Office, AccessAbility Services, DSL, and the Dean's Office, are drafting a supplementary document to the academic handbook to advise faculty in their teaching practices. The Incoming AUA will connect with CTL to see how this document can be implemented in faculty workshops. In addition to this document, discussion was had at the last Academic Student Forum to include supplementary documentation regarding details of student rights and any exceptions (such as an appeals process for any student rights broken by faculty) in the Handbook.

### **TA Strike**

The SCSU worked collectively to ease student concerns at all levels. From sit-ins, to open letters, and demands to divest, the SCSU was there to support our students, but to also take a stance on unfair wages our TA's were receiving. Throughout this process, the VP AUA dealt with several complaints, petitions, and appeals from students, where marks and student rights were concerned. Conversations continue with the University regarding tuition refunds to our students. Several individualized letters were received from students in the process of building a case for refunds.

### **Buddhism and Psychology Program at UTSC**

VP AUA and David Perera (student leading the Buddhism and Psychology petition) met with professor George Cree. We received positive feedback, and prof. Cree has agreed to commence the search for a professor to come teach a course in this field, to gauge interest from the student body.

# Events & Programming

## INTERDISCIPLINARY RESEARCH AND DISCOVERY SYMPOSIUM

This symposium was created to provide a space for undergraduate and graduate students to present research. This event has been done in collaboration with the Graduate Students' Association at Scarborough, and the UTSC VP Research Office. This year, the focus was to bring more student presenters from the undergraduate level and increased presence from undergraduate students. Researchers from a wide array of disciplines and levels of study were present, increasing the quality of the event. A new addition was introducing keynote professors and a graduate speaker, as well as hosting DSA workshops focused on undergraduate research.

## Laverne Cox: Ain't I a Woman: My Journey to Womanhood

The SCSU worked alongside various student unions to bring Laverne Cox to Toronto on March 24. Laverne Cox is a critically acclaimed actress who currently appears in the Netflix original series Orange is the New Black, playing the groundbreaking role of "Sophia Burset," an incarcerated African American transgender woman. Laverne is the first trans woman of color to have a leading role on a mainstream scripted television show. Time Magazine named Sophia Burset the 4th most influential fictional character of 2013. Laverne is also a recipient of the Dorian rising star award for her work in Orange is the New Black.

## CFS Consent Culture Forum

The VP AUA, incoming VP Equity-Elect and a representative from the Women and Trans\* Centre attended this 2-day forum on March 19 and 20 in Ottawa. The purpose of this forum was to discuss, share, and create ways we can end rape culture and foster consent culture on our campuses. It was a heavy but enlightening two days as speakers and leaders across the country facilitated discussions to foster consent culture in an intersectional way. We hi-lighted the importance of physical spaces for marginalized groups on our campuses, how to communicate with diverse communities of our membership, and large-picture ideas of consent and consent-culture.

## Rex's Den World Cup Screening

Rex's den started screening the FIFA games on June 12<sup>th</sup>. There was a great fan turnout at Rex's den and the opening day was a huge success with all areas of Rex's den being utilized. The games have continued to be screened every weekday and we have had a good turnout for these games.

We also decided to run an awareness campaign to talk about the social issues surrounding the FIFA world cup being held in Brazil. Our VP equity Sabine Azraq has taken the initiative to print some handouts to show the certain issues that are raised.



## Orientation

SCSU once organize incoming class of UTSC undergraduates. the 27<sup>th</sup> to 29<sup>th</sup> August with the tri-campus the 5<sup>th</sup> of September. Orientation was a were very pleased overall.



## 2014: THE AWAKENING

again had the privilege to orientation for the The events took place from parade and after party on huge success and students

## MINUTES BOD #12

Board of Directors Meeting #13 of the Scarborough Campus Students' Union

Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre



### Week of Welcome Fall 2014

We planned some events and activities for the first week of school in September, from the 2<sup>nd</sup> to the 4<sup>th</sup> and ending with the tri-campus parade on 5<sup>th</sup>.

All week of welcome events were free, and all students including upper years were encouraged to attend these events. Students were made aware of the SCSU's pillars of operation and, students were given free agendas, water bottles and other SCSU swag during these days.

The tri-campus parade happened on the 5<sup>th</sup> of September and there was over 900 UTSC first years that attended the Parade, the concert and the after party that was held at the Government nightclub complex. All events ran smoothly with minor weather complications on certain days.

### Clubs Week

On the days of 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup> the SCSU assigned the meeting place for clubs to showcase themselves and reach out to students to get involved in the various clubs at UTSC. Over 100 clubs participated during the 5 days and the event was a huge success. We were able to obtain much positive feedback from students as well as clubs who were happy with the turnout of diverse clubs and students of Scarborough campus.

### SCSU presents: The Annual Boat Cruise

SCSU's annual boat cruise happened on the 27<sup>th</sup> of September 2014. The event sold out by the 25<sup>th</sup> of September with over 480 students in attendance. The night went smoothly without any mishaps and there was a lot of positive feedback from students that attended. The event was hosted in partnership with Scarborough campus athletics association and Fusion radio.

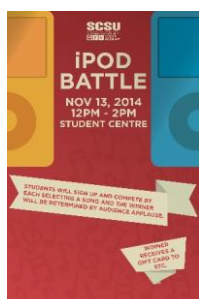


### Clubs Training

A Clubs training session was modulated and we picked several dates for the summer, fall and winter semesters to get new and old clubs oriented. The executives put on several presentations for the training to guide them in the right direction. They were also briefed on how to access all the resources available to them.

### Karaoke at Rex's Den

Due to popular demand we have had monthly karaoke events at Rex's den. We had great turnouts for each event and students that attended really enjoyed the show put on by other student singers. I would highly suggest continuing this trend and having regular events at Rex's den to keep the student body connected to the den.



### iPod Battle

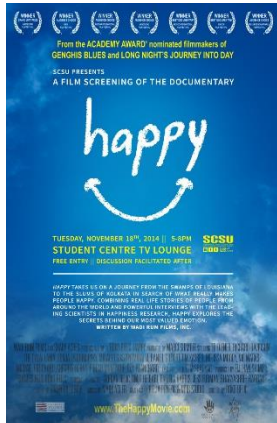
We held our first ever iPod battle in the Student Center on the 13<sup>th</sup> 2014 from 12pm to 2pm. We had students sign up to play music on their mp3 players/phones and have students in the audience decide which songs they like through audience feedback. The winner moved on to the next round and the winner of the final round received a gift card to Scarborough town center.

## MINUTES BOD #12

Board of Directors Meeting #13 of the Scarborough Campus Students' Union  
Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre

### Birthday Mail

On the week of THE 17<sup>TH</sup> November, we created a platform for students to create birthday cards from scratch to be sent out to orphanages around the city. On the 17<sup>th</sup> and 18<sup>th</sup> of November we set up a table in the student center and got students to come and create a heartfelt card to be sent out to an orphan. The students received this event really well and we were able to make over a 100 cards to send out.



### The Screening of "Happy" Documentary

On Tuesday November 18<sup>th</sup> SCSU screened a documentary named "Happy". The documentary took us on a journey through different places in the world in search for what really makes people happy. The film combines real life stories from different walks of life and the science behind these emotions to understand what happiness really is. The screening was followed up by a group discussion, which was very fruitful for the students in attendance.

An event poster for the 'GLOW' documentary screening. The poster is dark with blue and white text. It features the title 'GLOW' in large, glowing letters. The event is on Friday, November 21<sup>st</sup> at 10 PM - 2 AM in The Great Hall (1087 Queen St W). Ticket prices are listed as \$10 for Early Bird and \$15 for Regular. There is a section for 'BUS INFORMATION' with details about pickup and drop-off times and locations. It also mentions a 'WHITE CLUB WEAR ATTIRE' policy and that UTSC students must present a T-card upon entrance. Logos for SCSU and UTSC are at the bottom.

### SCSU present: Glow

SCSU held its year-end November. The event was held at The Great Hall Toronto and we had busses pick up and drop off students' from/to campus. We were unable to sell out the event, as it was a busy time for students. However the students in attendance had a great time and it was a successful event all around, with no mishaps.

party on the 21<sup>st</sup> of held at The Great



### UTSC on ICE

On the last day of fall exams, SCSU held the annual UTSC on ice event. This was to make sure students had an opportunity release their exam tension and skate on the Natrel rink in downtown Toronto. The event was organized in collaboration with the UTSC athletics department and the UTSC Hockey team was also present to help beginners learn how to skate.

### Winter Week of Welcome

The winter week of welcome happened through the second week of the winter semester from the 5<sup>th</sup> of January to the 8<sup>th</sup>. There were a series of events that took place in the student center throughout the week.

Day 1 - There were over 500 free pancakes given out for free during the hours of 10am to 1pm

Day 2 - There was an open mic night held at Rex's Den from 5pm to 10pm. There were about 15 performances that took place throughout the night. This event was a huge success and the students were very happy with the event. There were also free hot

A poster for 'Winter Week of Welcome 2015' from January 12 to 15. The poster is decorated with snow and winter-themed graphics. It lists four days of events: Jan 12 (Welcome Back Day with free pancakes and SCSU Snow Hunt), Jan 13 (Open Mic &amp; Coffee House at Rex's Den), Jan 14 (SCSU Game Day in the Student Centre), and Jan 15 (SCSU Karaoke at Rex's Den). At the bottom, it says 'FOR MORE INFORMATION, VISIT US! STUDENT CENTRE SL108, SCSU.CA' with SCSU and UTSC logos.

## MINUTES BOD #12

Board of Directors Meeting #13 of the Scarborough Campus Students' Union

Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre

---

beverages including flavoured gourmet coffee and hot chocolate for all students that were at Rex's den for the event.

Day 3 – The student center was turned into a gaming zone as we held our first ever game day at UTSC. This event was held with the collaboration with 2 student clubs and was a huge success with a huge turnout.

Day 4 – Due to much demand by the students we held our first Karaoke night of the year inside Rex's Den on this day. There was a good turnout for the event, however the event had to be cut short due to some technical difficulties we faced with the projector.

### **Student Center Party: Views from the borough**

The 10<sup>th</sup> Anniversary of the Student center was celebrated with a huge party in the Student center with 2 floors, 2 bars and 2 different types of music. We decided to follow a birthday theme and the student center was decorated accordingly with balloons and streamers. We had a sold out event with about 400 students in participation. Students were treated with various free goodies as they entered the party and there was also a draw to win a grand prize of 2 Montreal trip tickets



### **Montreal Trip.**

The Montreal trip took place from the 18<sup>th</sup> to the 23<sup>rd</sup> of February. About a 100 students from UTSC attended the trip along with UTSG, UTM and Ryerson Students. The tour program included optional day trips including Tour of Montreal, Old Montreal, and Ice-skating. Extra supplemented trips to Quebec City and a day of skiing and tubing. Students were also given free entry to a nightclub on each of the 3 nights.



### **Learn to cook program.**

We held a couple of events, where we brought a professional chef to teach students how to prepare an easy, affordable and healthy meal. We had Chef Nicholas Stark, a prominent chef in the country who is currently researching new wild organic produce that can be introduced to the market.



## MINUTES BOD #12

Board of Directors Meeting #13 of the Scarborough Campus Students' Union

Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre

### MOISAIC XXV

The 25<sup>th</sup> Annual Culture Mosaic took place on the 18<sup>th</sup> of March 2015 at the Meeting place. There were 25 different performances with over 80 individuals participating. There were also several other events that took place under the Mosaic theme, which included Pre-mosaic, Counter-mosaic and Mosaic Afterhours, that took place during the week. The events were a great success and very well attended by UTSC students.



### SPRING FORMAL UPDATES

Spring Formal: The Gatsby Gala happened Thursday March 26<sup>th</sup>. The event took place at the Scarborough Convention Center, which was transformed into the 1920's Gatsby theme with decorations, lighting and a live jazz -band. Tickets went on sale on March 5<sup>th</sup> and early bird tickets sold out within the day. As a result of the high demand for tickets, capacity was increased in order to accommodate more people. The capacity was capped at 600 people and was sold out the 18<sup>th</sup> of March. This was a record for the most number of participants at a UTSC Spring formal event.



600  
by



The events commission met for the September 2014. The commission

well as planned events for this year. There was some feedback given from past events as well as this year's events. Members of the commission also had a chance to brainstorm new ideas and bring any suggestions to the table. The commission meetings were to be held on every last Tuesday of the Month.

We were able to implement certain activities and suggestions that came out of the events commission. One important thing that came out of one of the first commissions were having more meditation times on campus. After discussing the availability if health and wellness meditation sessions we requested the meditation and consciousness club to have 3 more session per week.

We also got great ideas in terms of themes for our party events. One theme idea that came out of the commission was to give out free masks for Halloween and we implemented this idea by having a masquerade. This not only opened us up to a great theme idea but also allowed us to manage cultural appropriation issues of costumes.

We ran into some difficulties in the second semester as students did not show much interest in our commissions, Numbers started to fall and we were not able to have many successful sessions. However students were still engaged virtually through social media in order to keep the ideas and suggestions flowing in.

### Events Commission

first time this year on 30<sup>th</sup> of

discussed last year's events as

## EXECUTIVE REPORT

Board of Directors Meeting #13 of the Scarborough Campus Students' Union

Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre

---

### **(Lack of) Diversity at UTSC**

In response to the lack of racialized faculty and syllabi, SCSU's SCARS led an event in collaboration with the African Students Association and the Indigenous Students Association on Wednesday, January 21. The event featured Dr. George Dei, one of "canada's" foremost scholars on race, anti-racism studies. Born in Ghana, he is currently Professor of Social Justice Education and Director for the Centre for Integrative Anti-Racism Studies at OISE. Along with a large crowd of students, many UTSC professors and staff members also attended this event.



### **SCSU & EPSA ft. Amanda Lickers et Organizers at Fossil Free UofT:**

We teamed up with the Environmental and Physical Sciences Students' Association (EPSA) as well as the Indigenous Students' Association (ISA) to host a #FossilFreeUofT event on Wednesday, February 4. This was a unique event in that it attempted to deconstruct divestment as a method of organizing. The event featured Riley McCullough and Ben Donato-Woodger—leaders of the #FossilFreeUofT initiative as well as Amanda Lickers—an Indigenous organizer who belongs to the Turtle Clan of the Onondowa'ga Haudenosaunee. This event generated conversations on the structures and hierarchies of organizing and the need for Indigenous people to lead the way in land defending movements. If you would like to know more information about this campaign please holla at [equity@scsu.ca](mailto:equity@scsu.ca).

### **Vagina Monologues (TRANS\* INCLUSIVE) 2015 + ZINE:**

This event took place on Wednesday, February 11 inside the Leigha Lee Browne Theatre in collaboration with the Women & Trans\* Centre. Vagina Monologues (TRANS\* INCLUSIVE) was a space where women and trans\* folks reclaimed their narratives in a variety of creative expressions. This event featured Habiba Desai, Bushra Nabi, Minushi Gomez, Oubah Osman, Nadiya Ali, Yusra Khogali, Sumia Ali, Moyin' Thanni, Kosan Shafaque, Fatma Salim, Trina James, Naveeda Hussain, Faduma Mohamed, Jessica Kirk, & Rachel Ngabire. The Zine included works by women and trans\* folks who wanted to express themselves in a not-so-performative way and featured Ferozan Nasiri, Priscilia Tjandra, Mitra Fakhrashrafi, Sabrine Azraq, Minushi Anne Gomes, Anika Ahmed, Trina James, Elizabeth Mudeny, Noor Khan, Sadaf Ullah, Manjot Bining, Sahar Ullah, and the UTSC Women's Writing Circle. If you would like a copy of the Zine please email [equity@scsu.ca](mailto:equity@scsu.ca).





## EXECUTIVE REPORT

Board of Directors Meeting #13 of the Scarborough Campus Students' Union

Friday, April 24<sup>th</sup>, 2015 | 7:00pm | SL232, Student Centre

---

### **WTC & SCSU's SCARS Present: Stories of Resistance:**

SCSU's Scarborough Campus Anti-Racism Subcommittee in collaboration with the Women and Trans\* Centre are bringing you a dope on conference on Saturday, March 7. Workshops include: *Unlearning Feminism and Creating Intersectional Spaces*, *The "Iron Triangle": Deconstructing the Prison and Military Industrial Complex*, *Sex Work in Canada and Bill-c36: Empowerment or Exploitation?*, *Resistance Through Film*, *Blank Noise*, and keynotes by Ayesha A. Siddiqi and Harsha Walia! Early bird tickets are on sale for a limited time, buy yours before they run out. For more information please visit: <http://storiesofresistance.tumblr.com/schedule> or email [equity@scsu.ca](mailto:equity@scsu.ca).

### **Video Project. Stories of Resistance:**

We teamed up with the University of Toronto Scarborough Library to create a (digital) space for the narratives of students, faculty & community members to be heard. The Digital Scholarship Unit within the UTSC Library is doing this digitization.

### **Concerning Violence**

SCSU's SCARS teamed up with "israeli" apartheid week at UTSC on Thursday, March 12. We screened *Concerning Violence*, a documentary based on Frantz Fanon's 1961 essay in his book *The Wretched of the Earth* and narrated by Lauryn Hill.

## **COUNTERMOSAIC**

a part of "israeli" apartheid week

### **A NIGHT OF ART AS RESISTANCE**



featuring

**Rupi Kaur**

Cherrell Brown

Key Ballah

Yusra Khogali

Nasim Asgari

and more!

IN THE MEETING PLACE

**6:00PM - 9:30PM**

**THURSDAY, MARCH 19TH**

ADMISSION FOR COUNTERMOSAIC IS FREE  
Collaborators: TSJP, TRIBE at UTSC, SC-OUT  
Women and Trans\* Centre, the Underground and TSA

### **counterMOSAIC**

SCSU collaborated with TSJP, Tribe at UTSC, SC:OUT, UTSC TSA, The Underground, and the Women & Trans\* Centre for an event that looked at means of resistance within cultural expression. The event aimed to broaden normative definitions of culture that often reduce it to something that is only (artistically) performed. Dismantling the notion that cultures are organic manifestations independent of systems of power; this event put the spotlight on people whose cultures are undergoing state vilification, people whose cultures have been stolen, and people who are facing the impacts of cultural imperialism and cultural genocide.

## MEETING MINUTES

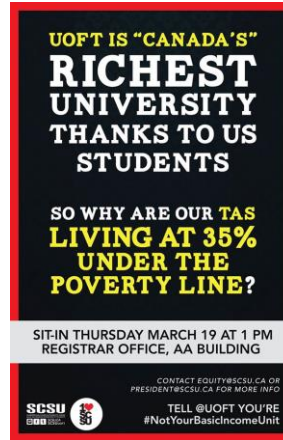
Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---

### **Sit-in at UTSC**

The SCSU held a sit-in and rally at UTSC in financial insecurity and unfair treatment of tuition fees for domestic students, the for international students, and the investments in weapon manufacturers and in CUPE 3902's UTSC day of action by joining after marching through our University. The and included speeches, petition-signing, testimonials by students and faculty.



protest over the severe our TAs, the increase in unregulated tuition fees University's fossil fuels. We assisted them at the picket line sit-in was successful rallying, and

## MEETING MINUTES

Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---

✓ ANWAR	AHRAR	PHYSICAL AND ENVIRONMENTAL SCIENCES
✓ AZRAQ	SABRINE	VP EQUITY
✓ CHEN	CALVIN	FIRST YEAR DIRECTOR
✓ CHOWDHURY	TAHSIN	PRESIDENT
✓ DIONISIO	NICOLE	VP ACADEMICS & UNIVERSITY AFFAIRS
FAIRBAIRN	GLENDA	PSYCHOLOGY
✓ FAYSAL	BARRAH	POLITICAL SCIENCE
JULIUS	LOUISA	FRENCH & LINGUISTICS
JIANG	ANASTACIA	HISTORICAL & CULTUREAL STUDIES
✓ KHAN	NOOR	CRITICAL DEVELOPMENT STUDIES
✓ LEE	HANMOUI	FIRST YEAR DIRECTOR
✓ MULATU	KALEAB	VP OPERATIONS
NASIRI	FEROZAN	ANTHROPOLOGY
✓ NAVAN	SANOJ	VP CAMPUS LIFE
✓ NEHRIN	RANZIBA	ENGLISH
PARIKH	VIVEK	MANAGEMENT
✓ RAMOUDITH	BRANDON	COMPUTER & MATHEMATICAL SCIENCES

MEETING MINUTES

Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---

YAACOUBIAN

GARINE

PHILOSOPHY

## MEETING MINUTES

Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---

### 1. CALL TO ORDER

The meeting is called to order at 7:30PM

### 2. ANNOUNCEMENTS

The Board of Directors Meeting has been moved to the Rex's Den Lab for today.

### 3. APPROVAL OF THE AGENDA

#### MOTION

Moved: Chowdhury

Seconded: Anwar

Anwar asks who was elected as VP Operations for the SCSU 2015-2016 year.

Smith reports there due to the lack of applications received, deadline is being extended for now.

Be it resolved that the agenda for the March 25<sup>th</sup>, 2015 SCSU Board of Directors meeting be approved as presented.

Vote: All in favour

#### CARRIED

### 4. EQUITY STATEMENT

Azraq reads the Acknowledgement of the Lands.

"We can never work to end systemic and institutional violence if we do not center the narratives of the Indigenous folks and our collective decision making for social justice and equity. As settlers in Canada, we directly benefit from the colonization and genocide of the Indigenous people of this land. In order to engage resistance to solidarity against these injustices, it is imperative that we constantly engage in acts of decolonization. Therefore, I would like to acknowledge that we are on the traditional lands of the Mississauga new credit peoples, the traditional owners of this land. I would also like to pay my respect to the elders, past and present, and to any who may be with us today physically, mentally, emotionally and spiritually."

She further reads the Equity Statement:

"As members of the Scarborough Campus Students' Union, mutual respect, cooperation and understanding are our goals. We shall neither condone nor tolerate behaviour that undermines the dignity or self-esteem of any individual or creates an intimidating, hostile or offensive environment.

It is our collective responsibility to create a space that is inclusive and welcomes discussion. Any form of discrimination and harassment will not be tolerated. Hate speech rooted in, but not

## MEETING MINUTES

Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---

limited to, anti-Muslim, anti-Semitic, sexist, racist, classist, able-ist, homophobic, or trans phobic sentiments and/or remarks will also not be tolerated. We all have an obligation to ensure that an open and inclusive space, free of hate is established. Any behaviour that does not demonstrate an understanding of these principles and/or creates an unsafe atmosphere will not be tolerated.”

### 5. EXECUTIVE REPORTS

#### MOTION

Moved: Chowdhury

Seconded: Azraq

## Services & Operations

Mulatu speaks on February Operations

Tokens are being sold in 5/pack. 150 Metro passes were sold in the month of February along with 2,891 packs of 5 tokens. Throughout last year 3,600 packs were sold in total.

Mulatu further speaks on MEETING ROOMS ARE NOW OPEN!!!

All the meeting rooms are opened for study space. Even if the doors are closed, turning the handle based on the motion that was passed after the AGM can open them. Students may be asked to leave if the rooms are booked for meetings and should be aware of this.

Mulatu also speaks on TAX CLINIC IS COMPLETE!!!

The tax clinic hosted at UTSC by SCSU has just come to an end. This year the coordinator committed to help over a 1000 students. It was also available on the weekends for part time students and students that are unable to be on campus during the weekdays.

Mulatu speaks on DEALS, DEALS, DEALS @ Rex's Den

The Rex's Den has been offering students new deals, as there have been lots of programming and events taking place throughout the months, attracting a lot more students. See posters below for more info.

## MEETING MINUTES

Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---



## Campaigns & Advocacy

Dionisio speaks on the CFS Consent Culture Forum

The VP AUA, incoming VP Equity-Elect and a representative from the Women and Trans\* Centre attended this 2-day forum. It has a very intersectional approach regarding fostering consent culture on campuses. This will be brought back next year.

Azraq speaks on Concerning Violence

SCSU's SCARS teamed up with "israeli" apartheid week at UTSC on Thursday, March 12. We screened *Concerning Violence*, a documentary based on Frantz Fanon's essay, *The Wretched of the Earth*. It was a very informative documentary and free food was given out to all the attendees.

Azraq further speaks on counterMOSAIC

SCSU collaborated with TSJP, Tribe at UTSC, SC:OUT, UTSC TSA, The Underground, and the Women & Trans\* Centre for an awesome event. There were performances and speakers defining the culture that are undergoing state vilification.

Chowdhury speaks on Sit-in at UTSC

The sit-in and rally at UTSC was quite successful. About 150 students came out and marched through the school. People gave inspirational speeches regarding the issue. The teachings have stopped happening but there are a lot of other updates on the website.

Dionisio speaks on the Academic Student Forum

## MEETING MINUTES

Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---

Chowdhury and Dionisio met with the dean. They had interesting conversations regarding sit-in and concerns of sit-in. In regards to the TA strike, they could not tell the executives much more than they know unfortunately. Everything is unpredictable with what is going to happen to students and graduates for now. Also discussed how the communication between SCSU, DSA's and the Dean's office can improve for the coming year. Talks of creating a student guide to complement the academic handbook also took place. Chowdhury brought up the equity course, beginning the conversation of making it mandatory. Students would be required to take one basic equity course as a part of their breadth requirement.

### Events & Programming

Navan speaks on the MOISAIC XXV

The 25<sup>th</sup> Annual Culture Mosaic took place on the 18<sup>th</sup> of March at the Meeting place. There were 25 different performances with over 80 individuals. There were also several other events that took place under the Mosaic umbrella theme. This included Pre-mosaic, Counter-mosaic and Mosaic Afterhours hosted the same week. All three events were a great success.

Navan further speaks on SPRING FORMAL UPDATES

The Gatsby Gala is happening tomorrow, Thursday, March 26<sup>th</sup> at the Scarborough Convention Center. The venue will be transformed into a 1920's Gatsby theme. A live jazz-band will be playing. Tickets went on sale March 25<sup>th</sup> and Early bird sold out in the span of a day. Hence, the SCSU increased the amount of tickets and sold out to 600 people.

Be it resolved that the executive report be approved as presented.  
Vote: all in favour

### CARRIED

#### 6. RATIFICATION OF HIRED EXECUTIVES

##### MOTION

Moved: Chowdhury

Seconded: Chen

The hiring committee consisting of four incoming executives and two out-going executives came together and picked a candidate to serve as the Vice-President Campus Life next year. Five candidates applied and Trina James was selected.

Be it resolved that TRINA JAMES be ratified as the Vice-President Campus Life for the 2015-2016 terms.  
Vote: all in favour

### CARRIED



## MEETING MINUTES

Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---

### **7. GRANT SPEAKING RIGHTS TO GUEST**

#### **MOTION**

Moved: Nehrin

Seconded: Chowdhury

Be it resolved that speaking rights are granted to the guest, Kosan Shafaque.

Vote: all in favour

#### **CARRIED**

Shafaque asks for the names of the other candidates that applied for the VP Campus Life position.

Chowdhury emphasizes that names cannot be disclosed because it is a hiring process.

### **8. APPROVAL THE SCSU BUDGET**

#### **MOTION**

Moved: Chowdhury

Seconded: Chen

Mulatu discusses the SCSU budget as it stands now. See appendix A for details

Be it resolved that the SCSU Budget be approved as presented.

Vote: All in favour

#### **CARRIED**

### **9. OTHER BUSINESS**

Chowdhury announces the SCSU has bought a hot water machine. It does not cover any of the safety precautions requested by UTSC. Although, it is not boiling hot water, the SCSU is still working on adding a cover to it in order to avoid people putting their hand under it. It will most probably be placed next to the HERO burger microwave.

Khan reminds everyone how the INS charges 70 cents for hot water and prices are going up.

Anwar further adds campus express had an energy drink for \$1.99 and now it is about \$4.

Mulatu clarifies that the vendors at the Student Centre are required to do it for free and promises to look into it.

### **10. MOVE INTO CAMERA**

#### **MOTION**

Moved: Chowdhury

Seconded: Chen

Be it resolved that the SCSU BOD Meeting moves into camera to discuss an issue sensitive to the public at 7:57 PM.

In favour: all

Opposed: none

#### **CARRIED**

### **11. MOVE OUT OF CAMERA**

#### **MOTION**

Moved: Azraq

Seconded: Khan

## MEETING MINUTES

Board of Directors Meeting #12 of the Scarborough Campus Students' Union

Wednesday March 25<sup>th</sup>, 2015 |7:00pm |SL232, UTSC Student Centre

---

Be it resolved that the SCSU BOD Meeting moves out of camera after discussing an issue sensitive to the public at 8:11 PM.

In favour: all

Opposed: none

**CARRIED**

### **12. ADJOURNMENT**

**MOTION** Moved: Chowdhury Seconded: Nehrin

Be it resolved that February 27<sup>th</sup>, 2015 Board of Directors meeting be adjourned.

Vote: All in favour/None opposed

**CARRIED**

The meeting is adjourned at 8:12

## **MINUTES**

Policy and Bylaws Committee

Thursday April 2<sup>nd</sup> 2015

---

### **1. CALL TO ORDER -12:17**

#### **PRESENT**

Tahsin Chowdhury

Nikki Dionisio

Kaleab Mulatu

Sanoj Navan

Sabrina Azraq

Parisa Sharifi

Titilopemi Odunlami

### **2. APPROVAL OF THE AGENDA**

**MOTION**                      Moved: Chowdhury                      Seconded: Azraq

Be it resolved that the agenda for the Friday January 9, 2015, SCSU Executive Committee meeting be approved as presented

**CARRIED**

### **3. DSA Funding Policy**

**MOTION**                      Moved: Chowdhury                      Seconded: DIONISIO

Be it resolved that the DSA funding policy be approved as presented

Nicole explained the need to make a policy for administering DSA funding, we currently have a policy for clubs however not for DSAs', the policy is specific to DSAs' to create the differentiation between clubs and DSA and that there are two separate pools of money for each respective group, distinguished by the policy.

**CARRIED**

### **4. Executive Hiring Policy**

**MOTION**                      Moved: Chowdhury                      Seconded: Azraq

Be it resolved that the Reserve Requirements policy be approved as presented

Mulatu explains that there were amendments made to the executive hiring policy, due to a vacancy in an elected executive position, we adapted the Campus life and operations hiring practices to simplify the process if the event happens in the future, should the position remain empty before August 1, the vacant executive position can be appointed by the executive committee currently in office.

### **5. ADJOURNMENT**

**MOTION**                      Moved: Chowdhury                      Seconded: Azraq

Be it resolved that January 9th, 2015 meeting of the Executive Committee be adjourned.

**CARRIED**

## DSA COMMITTEE MINUTES

Friday, April 17, 2015 | 11 AM SCSU DSA Committee

### Friday, April 17, 2015 | 11 AM SCSU DSA Committee

Attendees:

Nicole Dionisio (Chair) Jover Brinas (Student at Large) Calvin Chen (Director) Sabrine Azraq - Absent

International Development Studies Students' Association: IDSSA Retreat

IDSSA comes in to do a presentation.

**BIRT IDSSA be approved for DSA funding in the amount \$518.03 for the IDSSA Retreat. VOTE: Unanimous**

International Development Studies Students' Association: IDSSA Fundraising 101

**BIRT IDSSA be approved for DSA funding in the amount \$170.30 for the IDSSA Fundraising 101. VOTE: Unanimous**

Political Science Students' Association: AGM/Elections

**BIRT PSSA be approved for DSA funding in the amount \$281.15 for the PSSA AGM Elections. VOTE: Unanimous**

Political Science Students' Association: First Annual Career Panel

**BIRT PSSA be approved for DSA funding in the amount \$350.95 for the PSSA First Annual Career Panel. VOTE: Unanimous**

Association of Philosophy Students: The 7th Annual Undergraduate Philosophy Conference

**BIRT APS be approved for DSA funding in the amount \$322.97 for the APS 7th Annual Undergraduate Philosophy Conference. VOTE: Unanimous**

Geography and City Studies Students' Association: We are Cities Roundtable

**BIRT GCSA be approved for DSA funding in the amount \$53.01 for the GCSA We are Cities Roundtable. VOTE: Unanimous**

The Association of Mathematical and Computer Science Students: Pie Day

**BIRT AMACSS be approved for DSA funding in the amount \$71.92 for the AMACSS Pie Day. VOTE: Unanimous**

The Association of Mathematical and Computer Science Students: Networking Night

## DSA COMMITTEE MINUTES

Friday, April 17, 2015 | 11 AM SCSU DSA Committee

**BIRT AMACSS be approved for DSA funding in the amount \$405.52 for the AMACSS Networking Night. VOTE: Unanimous**

Management and Economics Students' Association: Management Gala

**BIRT MESA be approved for DSA funding in the amount \$1000.00 for the MESA Management Gala. VOTE: Unanimous**

Students of Sociology: Chocolate Chats

**BIRT SOS be approved for DSA funding in the amount \$212.10 for the SOS Chocolate Chats. VOTE: Unanimous**

Students of Sociology: Social Sciences Carousel

**BIRT SOS be approved for DSA funding in the amount \$120.06 for the SOS Social Sciences Carousel. VOTE: Unanimous**

Students of Sociology: Career Panel

**BIRT SOS be approved for DSA funding in the amount \$499.98 for the SOS Career Panel. VOTE: Unanimous**

Students of Sociology: The Sociology Affair

**BIRT SOS be approved for DSA funding in the amount \$176.89 for the SOS Sociology Affair. VOTE: Unanimous**

Environmental Science Students' Association: EPSA Reading Week Ski Trip

**BIRT EPSA be approved for DSA funding in the amount \$379.12 for the EPSA Reading Week Ski Trip. VOTE: Unanimous**

French Departmental Student Association: Lanyards

**BIRT FDSA be approved for DSA funding in the amount \$292.67 for the FDSA Lanyard. VOTE: Unanimous**

**TOTAL: \$ 4,858.07**

## Appendix 1: Financial Statements

### Scarborough Campus Students' Union (SCSU)

#### INCOME STATEMENT

	Feb-15	Mar-15	Description of Accounts
<b>REVENUE</b>			
Student Fees	\$ -	\$ 50,348	Health & Dental fee, SCSU Membership fees
Student Levy's	\$ -	\$ 1,009	Levies collected on behalf of other societies/organizations
Student Union Services	\$ 5,643	\$ 92,704	Grad photo, locker sales
Space Rental Income	\$ 33,921	\$ 16,560	Tenant fee's and conference rooms rental
Services Revenue	\$ 103,680	\$ 119,848	Metropasses, discounted tickets and other services
Event Sales	\$ 14,656	\$ 27,630	Orientation, Spring Formal & other event ticket sales
Vending Commissions	\$ 340	\$ 820	Vending machine commissions
Advertising Revenue	\$ 500	\$ -	Student Center advertising and agenda book ad revenue
Other Income	\$ 1,709	\$ 2,314	All other revenue
<b>TOTAL REVENUE</b>	<b>\$ 160,450</b>	<b>\$ 311,232</b>	

<b>EXPENSE</b>			
Salaries, Wages & Benefits	\$ 46,623	\$ 75,364	Salaries, wages, honorariums, and benefits
Supplies	\$ 260	\$ 3,860	Office, computer, photocopier, and general supplies
Student Levy's	\$ -	\$ -	Levies submitted to other societies/organizations
Services	\$ 115,268	\$ 123,539	Metropasses, discounted tickets, liability insurance, payroll costs
Phones & Telecommunications	\$ 467	\$ 731	Website, cell phone allowance, e-mail hosting
Capital Renewal	\$ 1,808	\$ 12,692	Repair and maintenance costs
Event Costs	\$ 2,112	\$ 46,864	Orientation, Spring Formal & other event costs
Elections	\$ 3,671	\$ 5,767	Elections supplies and promotion materials
Meetings	\$ -	\$ 20	Conferences and events attended/hosted by the SCSU
Other Events	\$ 24,311	\$ 3,125	Other non-standard events
Programming Costs	\$ 531	\$ 16,765	Clubs/DSA Funding, campaigns, agenda books and newsletter
Professional Fees	\$ 4,740	\$ 4,611	Legal, Consulting, auditing fee's
Professional Dev & Travel	\$ 123	\$ 1,096	Health & Safety training, transportation and continuity costs
<b>TOTAL EXPENSES</b>	<b>\$ 199,914</b>	<b>\$ 294,434</b>	

<b>NET INCOME</b>	<b>-\$ 39,464</b>	<b>\$ 16,798</b>	
-------------------	-------------------	------------------	--

# SCSU 2015 Tax Clinic

[Type the document subtitle]

**Nupur Shah**  
Tax Clinic Coordinator

**Kaleab Mulatu**  
VP Operations and CFO

April 23, 2015

**SCSU**

SCARBOROUGH CAMPUS STUDENTS' UNION  
LOCAL 99 CANADIAN FEDERATION OF STUDENTS

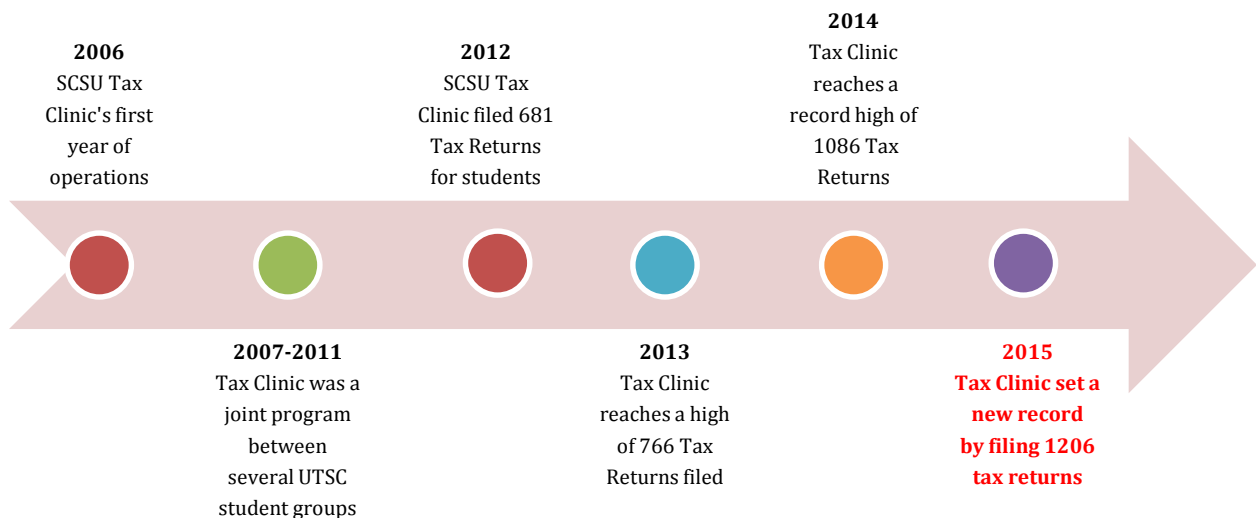
**TAX CLINIC**

2015 PRESENTED BY SCSU

## Appendix 2: Tax Clinic Report

### Goals for 2015 Clinic

Building on the program's success from the past, the 2015 Tax Clinic reached new heights with the support of a dedicated team of volunteers, organizers and sponsors. This program has consistently been received with positive attitudes from students on campus resulting in a continuous growth year-over-year. One of our key goals for this year was to continue the legacy of an increasing number of students utilizing this free service on campus. Our goal for 2015 was to file 1200 tax returns with the aim of assisting more than 1000 students on campus. The mission of the tax clinic was to provide a high standard of accurate and efficient tax filing services. Along with that, our strategic focus was to educate students on the tax filing process and equip them with the tools needed to independently file their tax returns in the future. It also served as a development program for our student tax associate staff to strengthen and hone skills such as teamwork, communication, and working in a fast paced environment. Below is a timeline illustrating how the program has evolved over the years since its inception.



### Team

The 2015 Tax Clinic was staffed by a committed team of 55 junior tax associates, and 9 senior tax associates. The success of this program stems specifically from the combined team effort in various tasks such as the recruitment of volunteers and conducting training sessions to marketing the service on campus. In addition, there was consistent support from the SCSU staff in helping to carry out certain administrative tasks, as well as designing marketing material.

### Strengths

One of the key strengths for this year branches from the support of our sponsors: CPA and Meridian Credit Union. With an operating budget of nearly \$4000, it was possible to reward volunteers for their hard work and invest in long-term assets for the program. Another key



## **Appendix 2: Tax Clinic Report**

aspect of the tax clinic is conducting the training sessions. To a large extent, the training sessions were successful in educating volunteers on the tax filing process and preparing them to explain the process to student tax filers. Most volunteers provided positive feedback about the sessions noting specifically the amount of valuable knowledge gained during the two-day intensive training period. Scheduling junior volunteers for their shifts is also a major task in the program which was successfully performed by one of the senior tax associates on my team. This helps to staff volunteers for the duration of the program in an organized manner and requires a commitment of a minimum of 20 hours per volunteer to ensure that we have sufficient staff at all times.

The team used numerous marketing techniques to inform students about the free service. Our presence on campus consisted of handing out flyers, publishing TV ads, promotions by posters, and BlackBoard and in-class announcements. We also leveraged our presence online through social media platforms such as Facebook, and Twitter by promoting the dates of the clinic. The tax clinic website was also renovated significantly to announce current and updated information. It was also used to allow clients to sign-up for the service. Though the tax clinic service was primarily drop-in, clients were encouraged to sign-up ahead of time for a date to receive priority service. All of these efforts combined helped to create a strong marketing plan for the program.

Overall, the clinic was highly successful as our team of volunteers filed a total of 1206 tax returns assisting more than 1000 students on campus. We received strong positive feedback from clients about their learning experience and the timely and professional service they received.

### **Areas for Improvement**

Despite the given strengths, there is always room for improvement. Marketing can always be improved through innovative techniques and better use of promotional materials to increase awareness of the program. The first week of the program is usually very slow and not many students show up. This wastes a huge number of volunteer hours and many volunteers aren't as motivated to work harder during the second week when the demand is quite high. Moreover, junior associates have consistently suggested that the training sessions are fairly long and sometimes overwhelming. There is a lot of room for improvements here by possibly changing the method of training, as well as the training material. In the past, the tax clinic held info sessions to inform students about the tax filing process and educate them on the types of documents they need to bring to the clinic. This year, we did not conduct any info sessions since they weren't very popular in the past. However there is an opportunity to promote these sessions better to achieve a higher attendance in the future. Another area of improvement is to ensure that at least one-third of the senior associates hired are in their first or second year of studies. This would allow any trained seniors to have an opportunity to take to lead the team in the following year.

### **Budget**

Below is the budget for the 2015 tax clinic and the actual expenses incurred. A majority of the money is spent for purchasing T-shirts for the team and to provide food during training sessions. Given the higher operating budget for this year, a significant amount is being spent in rewarding volunteers for their efforts in making the program a success.

## Appendix 2: Tax Clinic Report

Funds available	
SCSU funding	\$ 2,000.00
CPA Sponsorship	\$ 885.00
Meridian CU Sponsorship	\$ 885.00
Total Budget	\$ 3,770.00
Less: expenses	-\$2,983.19
<b>Surplus</b>	<b>\$ 786.81</b>

### Looking Ahead

In terms of next steps, it would be ideal to maintain strong relationships with our sponsors for this year, namely, CPA Ontario and Meridian Credit Union. BMO is a potential sponsor who had reached out to the SCSU with whom we may be able to establish a relationship for next year. Contact details for all sponsors can be found below. Moreover, hiring a tax clinic coordinator in early October would certainly be beneficial as it would give the incumbent sufficient time to understand their role and begin by reaching to sponsors and securing sponsorship funding. Promotions for the tax clinic should also begin by mid-January so that students are well aware of the duration of the clinic. Lastly, all relevant documents and files are stored on Dropbox for next year's coordinator.