



SCARBOROUGH CAMPUS STUDENTS' UNION

Board of Directors Package #5

Friday, September 26th, 2014

5:00PM

UTSC Student Center, 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 Campus Students' Union

<input type="checkbox"/>	AHMED	ANIKA	VP EXTERNAL
<input type="checkbox"/>	ANWAR	AHRAR	PHYSICAL AND ENVIRONMENTAL SCIENCES
<input type="checkbox"/>	AZRAQ	SABRINE	VP EQUITY
<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"/>	KHAN	NOOR	CRITICAL DEVELOPMENT STUDIES
<input type="checkbox"/>	MOHAMED	NAFISA	HISTORICAL & CULTURAL STUDIES
<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
<input type="checkbox"/>	YOUSSEF	RANY	BIOLOGICAL SCIENCES

AGENDA

Board of Directors Meeting #5 of the Scarborough Campus Students' Union
Friday September 26th, 2014 | 5:00pm | SL232, UTSC 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 September 26th, 2014 SCSU Board of Directors meeting agenda be approved as presented

4. EQUITY STATEMENT

5. EXECUTIVE REPORTS

MOTION Moved: Chowdhury Seconded:

Be in resolved that the Executive Report be approved as presented.

6. APPROVAL OF THE 2014-2015 REVISED SCSU OPERATING BUDGET

MOTION Moved: Mulatu Seconded:

Be it resolved that the 2014-2015 revised operating budget for the Scarborough Campus Students' Union be approved as presented.

7. ORIENTATION REPORT

MOTION Moved: Navan Seconded:

Be in resolved that the Orientation Report be approved as presented.

8. APPROVAL OF MINUTES

MOTION Moved: Chowdhury Seconded:

Be in resolved that the July 31st, 2014 minutes package including the following documents be approved:

- a) BOD Minutes | August 21st, 2014
- b) Finance Committee | September 4th, 2014
- c) Executive Committee | September 12th, 2014
- d) Elections and Referenda Committee | September 11 & 14, 2014

9. OTHER BUSINESS

10. ADJOURNMENT

MOTION Moved: Chowdhury Seconded:

Be it resolved that September 26th, 2014 Board of Directors meeting be adjourned.

Services & Operations

August Operations

TTC Adult VIP Passes (August) -----	372
TTC Post –Secondary Passes (August) -----	42
TTC Adult Tokens (5-pack) -----	222
Canada’s Wonderland Tickets -----	43
1 Love UTSC Merchandize -----	10
Cineplex Movie Tickets -----	53
Postering -----	33
Canadian National Exhibition (CNE) Tickets -----	53

SCSU Discounted Tickets – Update

Over the summer months, the SCSU has offered many discounted tickets. These include: Cineplex, Wonderland (one day or two day), CNE (including ride passes), Wild Water Kingdom, Yuk Yuks, TFC Tickets and the newly sold out Maple Leafs tickets. We have seen great participation and usage from members and intend on continuing this strong arsenal of offerings in the future. We encourage all Clubs, DSA`s and members to contact us regarding any discounted tickets they`d like us to offer and are happy to share our connections to get you the cheapest prices!!!

SCSU Services Review

With the hiring of the VP Operations Associate, the SCSU’s VP Operations will work closely with the associate and all related parties of the SCSU to develop and execute a services survey. This is a project that is necessary to ensure that our strong set of offerings are in keeping with what students want.

SCSU Office Hours – Doors Open Longer

Recognizing that the SCSU also represents part-time students and that most part-time students are working jobs that may not be close to UTSC, we are introducing increased office hours. Starting in the week of September 29, the SCSU will increase front desk hours from 5pm to 7pm for a trial period of one month. After which a review of the program will be used to decide on its effectiveness.

SCSU Restaurants Incorporated – Update

We have hired a manager for Rex’s Den! Moe Shirazi has been with us for quite some time and has been instrumental in bringing much needed organizational and operational structures to ensure that Rex’s Den is set up for success. These include but are not limited to: a new menu, staff training and hiring and, cost controls.

Rex’s Den has been getting support from the SCSU team with respect to club/event bookings and pub nights. However, it’s currently moving steadily towards a self-sufficient operational model without much support or interference from the SCSU similar to all of our franchises, whether it be financial or general operations.

Moreover, Rex’s Den as well as HERO Burger and KFC Express have been hiring students for various positions, including servers, team members and kitchen utility staff. We are currently in search for an Assistant Manager at Rex’s Den.

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Elections

The SCSU is in the process of holding Fall By-Election this month per our by-laws. A number of Director positions including first-year directors as well as the VP External Position will be vacant roles that members can run for. The elections dates are as follows:

- Campaign Period: September 17th – 29th, 2014
- Voting Days: September 30th – October 2nd, 2014

Associates

The executives have been busy hiring associates for the fall-winter semesters. Currently, the VP AUA, Operations and Equity positions are filled. We are currently hiring for the vacant President and Campus Life positions. VP external will wait until after election results are published before considering the hiring process.

Income Statement & Budget

The SCSU presents monthly income statements. The Income Statement is attached in Appendix 1. With the support of the SCSU Board of Directors, we would like to present monthly budgeted vs actual figures to allow for more consistent and fair representation of our budget on a more relevant format.

Our revised operating budget for 2014-2015 will be presented at this board meeting. Please see appendix #2. It was approved by the finance committee on September 4. It will be the guiding force behind our expenditures for the remainder of the year. Please note that our audited statements will be presented at the next Board of Directors meeting.

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. To donate your books, contact academics@scsu.ca for drop-off.

AODA

Over the last month, the SCSU has been reviewing and moving towards full compliance with AODA standards. This included a review of our services, graphics, customer service and website to insure that we are accessible and compliant with AODA standards. We have already invested in a website upgrade and will partner with Accessibility Services to provide training to all staff, especially all front desk staff.

Campaigns & Advocacy

SCSU Let's Go Green Campaign

The SCSU continues to work on the campaign to support the passing of the PCW policy. The policy now includes wording on FSC (Forest Stewardship Council) – certified paper. Due to harsh chemicals that may be used in producing PCW paper, the Sustainability Office has recommended we include FSC, ensuring that processes are as minimally impactful to the environment as possible, and de-forestation is done in an ethical manner. The petition can be found at: www.scsu.ca/letsagogreen. To get involved, please contact academics@scsu.ca.

MESA Launch Party

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The SCSU attended the MESA Launch Party which had a great turnout. We continue to build connections with MESA and other DSA's.

Mental health network meeting

Attended a meeting with several campus groups that help to maintain the mental well-being of our students. Campus groups shared their methods and strategies that they employ to help students with the heavy burden of being a student. It allowed us to collaborate and create opportunities for joint ventures between the different groups. Mental health is a growing issue on campus and several groups want to make sure that UTSC is a place for mental wellness. The SCSU offers its students exam de-stressors during exam season to cope with the pressures of exams. There are several other things other groups are doing including a flourish conference to promote the importance of mental well-being.

The New ROSI: ACORN

The SCSU is currently working with the ACORN (new ROSI) design team to improve the interface for students. A working group will likely begin in the near future to get student input on the beta project. To get involved, contact president@scsu.ca.

Undergraduate Research Journal

The SCSU is currently working in tandem with the VP Research Office to determine feasibility and gain interest from faculty for this project. So far, the English journal has expanded to become the Journal for the Humanities. We are currently working to find faculty advisors for a Journal in the Natural and Social Sciences. This project will help to increase student experience and opportunities in research and writing. For more information, contact academics@scsu.ca.

Turnout Toronto

Turnout Toronto is a civic engagement fair bringing together "civic champions," among them local politicians, organizations, and associations to discuss issues facing our city with the public. The purpose is to educate on opportunities to get involved, which will lead to higher voter turnout and civic participation. SCSU is a partner in this event and has also ensured the CFS Ontario office will be in attendance to promote Generation Vote. The event will take place at UTSC on September 24th from 4 PM - 9 PM in the Meeting Place.

#HandsUpUTSC

On Wednesday, September 10, the nationwide #HandsUp walkout that took place in college campuses across the United States became an international action. The Scarborough Campus Students' Union, in collaboration with Caribbean Connections at UTSC organized a walkout in solidarity with Mike Brown and all communities facing police brutality and racial profiling. Students marched chanting "Hands up! Don't Shoot" through the hallways of our campus. The march ended outside, where students heard powerful speeches by the organizers and wrote messages of solidarity to Mike Brown and the people of Ferguson on a banner. The banner is now hanging in the Student Centre. This is only the beginning of a larger conversation about police brutality and anti-Black racism; if you would like to continue this conversation please contact Sabrine, our VP Equity at equity@scsu.ca.

Volunteer Network Program

The Volunteer Network Fair was held on September 18th from 11 AM - 2 PM in the Meeting Place. There was really great turnout and the VNP program registered over 175 new participants. A second VNP event will be organized for the second last week of October, where one organization will be highlighted and brought to campus to engage with students. A poll will be sent out to members of the VNP program on September 30th, to

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determine what type of organization to invite on campus.

Starbucks Outlets

Upon receiving a student concern regarding installation of outlets in Starbucks, we have contacted Frank Peruzzi, Assistant Director of Food Partnerships at UTSC. Peruzzi has notified us that 4 outlets have been installed under the countertop for students and are looking into the feasibility of adding additional outlets on the floor which may be accessible. For more information or other related concerns, please contact academics@scsu.ca.

Democracy Talks

The Scarborough Campus Student's Union in partnership with the Political Science Students' Association will be hosting a forum on campus to facilitate an event called Democracy Talks during the first week of November. This event will allow UTSC students to come together with fellow citizens to address issues without any reference to a particular political party. It will give UTSC students a chance to brainstorm solutions to important issues, which will later be taken to federal/provincial politicians and bureaucrats.

Underground – DSA Definition

Over the Summer, the DSA's came together during DSA Training to collectively formalize a DSA Definition, in response to an article in the Underground written last year. An overwhelming majority of DSA's have endorsed the definition which was sent to the Underground. Unfortunately a retraction could not be printed. For more information, please email academics@scsu.ca.

Campaigns & Equity Commission

The first Campaigns & Equity Commission is on Wednesday, September 24, from 5:00PM-7:00PM in room SL-232. This commission serves as a place where students organize, collaborate and lead equity-based campaigns at UTSC. Our VP Equity will base her work on the interests students raise at these commissions and we encourage all students who would like to organize around any equity-based issue to be present at these commissions.

Laverne Cox Event

In partnership with students' unions across the GTA, SCSU is working to invite trans activist and actress, Laverne Cox, to speak to students at a central downtown location. Contributions to the event are currently being negotiated. We are currently investigating sponsorship and funding opportunities, as well as collaborative prospects with UTSC campus groups. We look forward to potentially bringing a high-profile speaker like Laverne Cox to discuss her work in combating transphobia, racism and other forms of oppression that exist on our campuses and in our communities. For more information, please email external@scsu.ca

Interdisciplinary Research and Discovery Symposium

The IRDS is set to happen on October 6-9 2014. Due to late involvement of the Graduate Students' Association at Scarborough, call for submissions has been extended to September 17. Promotional material will be going out as soon as speaker and workshop schedules, as well as key note professors are confirmed. For more information or if you would like to get involved as a director or student, contact academics@scsu.ca.

Healthy Living Initiatives

Food Sustainability - We are working to set a date for an event in collaboration with the Sustainability Office that will educate folks on both organic food, and local food. The Sustainability Office will be combining their organic

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food giveaway with a film screening held by SCSU. The event will be held in October, date to be determined.

Municipal Elections Promotion

UTSC's Mayoral Debate will be held on October 21st. We have received promotional materials for the municipal elections from CFS Ontario. In the coming weeks SCSU will be promoting the Generation Vote campaign. If you are interested in doing outreach please email external@scsu.ca.

Student Societies Summit

The last summit review meeting was held in August. We are currently compiling a document under the working name: MoU of Roles and Responsibilities between Student Societies. We have not yet received a timeline of when the Fall administrative response will be on the Governing Council agenda.

Queer Orientation

On Monday, September 22, the SCSU collaborated with Brainwave Board Game & Trivia Society and Video Games Society Squared to bring you Operation: Queer Orientation. This is a Snakes & Lattes style event where queer students, trans* students, and allies enjoy a night of free food and board games in Rex's Den. This event is part of Queer Orientation; a tri-campus series of events taking place from September 19-29, 2014. For more information about Queer Orientation, please contact your VP Equity at equity@scsu.ca.

UTSC Academic Affairs Committee

The SCSU attended the first Academic Affairs Committee of the term. Some academic program changes were discussed, including changes in sociology, history and culture, management, geography, and a new Masters in Social Work. For more information, contact academics@scsu.ca.

Meeting with Dr. Tayyab Rashid

On Friday, September 19, our VP Equity and VP External met with Dr. Tayyab to discuss mental health initiatives on campus, the upcoming Flourish Program, and possible collaborations. These conversations are ongoing and all student feedback is encouraged. If you would like to organize initiatives around mental health, please contact your VP Equity at equity@scsu.ca!

TTCriders

At the last TTCriders External Committee meeting logistics around the Mayoral Transit Debate which was held on September 15th, was discussed, as well capacity building initiatives. A meeting about rapid transit will be held with TTCriders and other parties at the UTSC campus on October 1st at 6:30 PM, location to be determined. SCSU is also hoping to host a Transit Town Hall during the month of November.

DSA Social Media/Roberts Rules Workshop

Upon request for a social media and Roberts rules workshop, we invited Alastair Woods, chairperson of the CFS-O to facilitate the workshop for the DSA's. DSA's gave positive feedback, especially newer DSA's who learned different methods of maximizing resources in order to gain capacity.

GTA Coalition Meetings

There have been two GTA Coalition meetings on September 7th and September 14th. Different locals discussed how to engage students about the upcoming municipal elections within their own campuses as well as collectively across campuses. The new Generation Vote website will be serving as a very accessible tool to encourage students to pledge their vote, and take part in different civic actions that will award them badges for

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the chance to win prizes. CFS Ontario will be aiding with on campus outreach at UTSC some time during the month of October.

Build Act Change (BAC)

After receiving feedback about Build Act Change (BAC), our VP Equity met with the Equity & Diversity Office to discuss the re-implementation of this community organization in a way that addresses gender-based violence in an intersectional framework. If you would like to be a part of this on-going conversation, please contact your VP Equity at equity@scsu.ca.

CFS Ontario General Meeting

All SCSU executives attended the Canadian Federation of Students Ontario General Meeting held in Yorkdale from August 13 - 17. It served as a great forum to engage with student unions across the province on their plans for the 2014/2015 academic year. Numerous important policy and campaigns motions were passed at the provincial level. SCSU voted in favour of all motions. For details on specific motions passed please email external@scsu.ca.

Motion Submission for the CFS National General Meeting

SCSU has submitted a campaigns motion to be passed at the Canadian Federation of Students National Meeting to be held in Ottawa from October 14 - 17. The motion is in regards to the recent legal battle about the Robinson-Huron Treaty of 1850. SCSU will be encouraging student unions across Canada to stand in solidarity with the Ojibway First Nations who are seeking restitution from the government regarding this matter. For further details on this motion please email external@scsu.ca.

Events & Programming

Terry's cause

Terry's cause happened in the valley on Wednesday September 24th. Several students, staff, and faculty took part in a run to raise money and awareness for cancer research. The University of Toronto is a direct beneficiary of this, as money raised goes to help researchers at the St. George campus fight against cancer.

ISC BBQ

The international student centre held a BBQ in the h wing patio on Friday September 12. The scsu was invited to attend and speak, in regards to the various resources the union provides it's members. International students appreciated the sentiment as they have reached out to us heavily in regards to how to get involved.

Week of Welcome

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

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.

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The tri-campus parade happened on the 5th 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.

Dis-Orientation

Dis-Orientation was held on September 3rd as part of Week of Welcome. UTSC students were able to engage with groups on campus, and a few external organizations about various forms of social justice work. There were about 7 different performances all by UTSC students as well as Rex the Raccoon and Fuse the Fox in their first ever dance-off.

Clubs Week

On the days of 8th, 9th, 10th, 11th, 15th and 16th 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.

Clubs Training

The second round of clubs training was held on Thursday 18th of September from 9am to 2pm at SL 232. There were 30+ clubs that had registered and attended clubs training. Clubs were educated on various aspects of student life and the clubs services available through the SCSU. Over 60 members were present at the event and lunch was provided during this time.

Homecoming.

The Varsity Blue's homecoming football game was held at the Varsity stadium on Saturday the 13th of September. UTSC students were invited to attend this free event and about 40 students reached out. The Varsity Blues came out with a massive win over the York Lions with a final score of 70-0.

Niagara Falls

A Niagara Falls trip is being planned for the fall reading week this year. The trip will be a 2-night trip that includes day excursions and activities in Niagara Falls. The final details and the cost are currently being hashed out and negotiated with an external travel company.

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Board of Directors Meeting #4 of the Scarborough Campus Students' Union

Thursday August 21th, 2014 | 7:00pm | SL232, UTSC Student Centre

LAST NAME	FIRST NAME	CONSTITUENCY or POSITION
✓ AHMED	ANIKA	VP EXTERNAL
✓ ANWAR	AHRAR	PHYSICAL AND ENVIRONMENTAL SCIENCES
✓ AZRAQ	SABRINE	VP EQUITY
BAREZ	FARISHTA	HUMAN GEOGRAPHY
✓ CHOWDHURY	TAHSIN	PRESIDENT
✓ DIONISIO	NICOLE	VP ACADEMICS & UNIVERSITY AFFAIRS
✓ FAIRBAIRN	GLENDA	PSYCHOLOGY
FAYSAL	BARRAH	POLITICAL SCIENCE
✓ JULIUS	LOUISA	FRENCH & LINGUISTICS
✓ KHAN	NOOR	CRITICAL DEVELOPMENT STUDIES
MOHAMED	NAFISA	HISTORICAL & CULTURAL STUDIES
✓ MULATU	KALEAB	VP OPERATIONS
NASIRI	FEROZAN	ANTHROPOLOGY
✓ NAVAN	SANOJ	VP CAMPUS LIFE
✓ NEHRIN	RANZIBA	ENGLISH
✓ PARIKH	VIVEK	MANAGEMENT
RAMOUDITH	BRANDON	COMPUTER & MATHEMATICAL SCIENCES
✓ YAACOUBIAN	GARINE	PHILOSOPHY
✓ YOUSSEF	RANY	BIOLOGICAL SCIENCES

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Board of Directors Meeting #4 of the Scarborough Campus Students' Union
Thursday August 21th, 2014 | 7:00pm | SL232, UTSC Student Centre

1. CALL TO ORDER

The meeting is called to order at 7:23 pm.

2. ANNOUNCEMENTS

Mulatu announces the removal of two directors from the board. These directors have missed two board meetings in the summer semester and as a result of that the position of Political Science Director and Historical and Cultural Studies Director will be vacant positions during the fall elections. The CRO is aware of this and has altered advertisements accordingly.

Further, Mulatu reminds everyone that if there are any seats vacant from now on as a result of missing the assigned number of board meetings, the executive committee will recommend an individual for ratification by the board.

Dionisio asks how many vacancies are currently available for board of director positions.

Chowdhury confirms that there are four positions open.

3. APPROVAL OF THE AGENDA

MOTION

Moved: Chowdhury

Seconded: Anwar

Be it resolved that the agenda for the August 21st, 2014 SCSU Board of Directors meeting be approved as presented.

CARRIED

4. EQUITY STATEMENT

Azraq starts with the Acknowledgement of the Lands and followed by the Equity Statement.

5. EXECUTIVE REPORTS

MOTION

Moved: Chowdhury

Seconded: Azraq

Services & Operations

SCSU Restaurants Incorporated – Update

Mulatu speaks on the SCSU SRI. The SCSU is finally happy to have a full team. The contract was finalized this morning with the incoming Rex's Den manager and they will be starting tomorrow. Rex's Den will be opening on Monday after being closed for a few weeks. This should give the Manager enough time to figure out normal operations and see what the restaurant needs/lacks, etc. It will only be open for orientation meals during Orientation. Normal operations will resume on September 2nd.

Elections

Mulatu speaks on Elections. The SCSU recently hired the CRO and DRO's through the Elections and Referenda Committee and have given them a list of vacant positions. An advertisement was inserted in The Varsity a couple of weeks ago. One was submitted to The Underground as well. The available positions will be posted later on but for everyone's interest, the VP External, two first year directors, part-time director, one arts, cultural & media director, one sociology director, one

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historical & cultural studies director, and one political science director are open. Two board meetings ago election dates were approved in terms of nomination period, campaign period, as well as voting dates.

Locker Programs

Chowdhury speaks on the locker system and the issues that were addressed from the previous year. The locker program is ready to go for the first week of September and last week of August. Pricing for the lockers are listed below:

- Fall & Winter: Half (Full) Locker - \$25 (\$40)
- Fall-Only OR Winter-Only: Half (Full) Locker - \$15 (\$25)

If anyone has any concerns or questions they can be addressed at the SCSU front office.

Volunteer Network Program

Ahmed speaks on the VNP website and the updates that have been made recently. The VNP Coordinator has been working with Academic Advising & Career Centre in terms of finalizing all the logistics from the VNP Fair that will be taking place on September 17th. They will also be hosting a separate event to train volunteers specifically for the fair. There has been a presentation created by Ahmed and the VNP Coordinator and this will be presented to the group leaders to engage them in further volunteer opportunities throughout the year.

SCSU Income Statement (July Operations)

Mulatu speaks on the Income Statement. The SCSU makes an effort present them monthly. The SCSU received the first levy installment for the 13-14 year totaling \$69,500. The SCSU has also invested in a shredder for \$850 in an effort to protect the countless confidential documents that the SCSU receives like HR documents.

Club Lockers

Chowdhury speaks on Club Lockers that a provided by the SCSU for campus groups to store their belongings. Lockers are given out on a first-come-first-serve basis and a Club Recognition process should be completed prior to purchase. There will be some in the PANAM center for use as well. Each locker costs a deposit of \$20.

Student Center Advisory Committee Meeting

Mulatu speaks on the Student Center Advisory Committee and the meeting the SCSU staff, President and VP Operations had in regards to the Student Center Management Agreement. The meeting was based on how to secure the different vendors present on campus and communicating during emergencies; asking Campus Police to communicate with the SCSU in case of emergencies around campus.

Website

Chowdhury speaks on the updates that have been made to the Website. Splash Effects is designing the website to make it more compatible with AODA standards. Should be up and running in September.

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Nehrin states that we discussed bringing about a Calendar system where all the events occurring at UTSC in general will be listed. She asks if Splash Effects would be willing to explore the option of including a calendar to the website.

Mulatu comments that a Facebook page for each event is more relevant instead of having a calendar on the website. This also decreases the work required by the Website designers.

Nehrin further states that we need to try to market everything that is going on around campus and not just SCSU specific. For instance, this includes all clubs and groups activities/events upcoming.

SCSU Budget – Update

Mulatu speaks on the SCSU Budget Update. The VP Operations and the Executive director finally had a chance to finish the budget. The next stage of the process will be to consult the finance committee as well as the SCSU Executive, consult the general membership and then present it to the board at the next meeting.

Campaigns & Advocacy

Student Societies Summit

Dionisio speaks on this. The last Student Societies Summit meeting was held on Tuesday, July 29th. It was decided that a group will be created to work on a structure for an arbitration process and set a code of conduct for student groups, as discussed in previous meetings. It is now done for the summer. The SCSU will continue to work on the draft for this, throughout the Fall.

Social Justice Presentation at Orientation

Azraq speaks on the Social Justice Presentation at Orientation. This will be 30 to 40 minutes presentation to let the 2000 new students know that they are not alone, whether they are minority, etc. The aim is to get UTSC students to come speak about their identity and how they navigate around UTSC. Anyone and everyone interested can be involved in this. Meeting on Monday to go over a few details with Azraq.

Turnout Toronto

Ahmed speaks on Turnout Toronto and how it will be hosted on campus. This event will be happening on September 24th from 4 to 9 PM in the Meeting place. It will serve as a job fair model and have different tables with different people from various civic organizations. It will be a good form for students to become more engaged in civic work and prepare them for municipal elections.

Sexual Gender & Diversity Office

Azraq speaks on the meeting with the VP Equity, Scott Clarke and Manjot Bining from the Sexual Gender & Diversity Office to discuss Queer Orientation and Outside the Box. The first even will be held at UTSC. It will be a Snakes and Lattes type of event at Rex's Den. The dates will be revealed later. If interested in planning it, speak to Sabrine.

MINUTES

Board of Directors Meeting #4 of the Scarborough Campus Students' Union
Thursday August 21th, 2014 | 7:00pm | SL232, UTSC Student Centre

1 <3 UTSC Campaign

Dionisio speaks on the campaigns that have been finalized for the year. There will be three campaigns launching in 3 phases throughout the year. The first being the post-consumer waster paper campaign will have a petition releasing and circulating soon. The website is also up.

The second campaign will be a survey on student space to eventually put together a compilation of the areas students' use/require. And the third campaign is based on Fossil Fuel Divestment, which will be raising awareness of the lobby documented and presented earlier to the Governing Council by Toronto350.org. Contact the SCSU Executives if you would like to get involved in any of them.

Ahmed adds that all the above campaigns are launching under the 1 <3 UTSC to make it more focused for students.

Dis-orientation

Ahmed speaks on Dis-orientation and the change of venue. It will no longer happen at the R-quad anymore. Risk assessment did not pass through due to noise complaints. There's a new floor plan and the event will be happening right outside the S-wing. If there a campus groups that want to book a table, they should let Sabrine Azraq know. And if anyone is interested in performing then Anika Ahmed would be the best person to contact.

Palestine-Solidarity Activist Training

Azraq speaks on the Palestine-Solidarity Activity Training hosted at Ryerson University. The executives met with the Ryerson Students' Union and looked at the concept of issues that continue to arise in Palestine.

Municipal Elections Programming

Ahmed speaks on this. She has been attending meeting to talk about how we can implement more programming and get more students to be involved in democracy talks. PSSA may hold a forum to have a democracy talk session on campus, focusing on the concept of it rather than who supports which party. There will be a Mayoral Debate as mentioned on October 26th. SCSU will be pushing elections in October as well. At Dis-O there will be a table promoting all election related events to the students happening all across the GTA.

Black History Month Programming

Azraq speaks on the Black History Month Programming. Anyone interested in being part of an Anti-Black Racism sub-committee should reach out to Sabrine Azraq.

Events & Programming

Clubs Training

Navan speaks on Clubs Training. The first training took place on Monday, August 18th. There were more than 10 clubs that registered and attended. During this event, clubs were educated on student life and services the SCSU can provide for them. Over 80 members showed up. Lunch was provided.

Orientation Updates

Navan speaks on Orientation Updates. All external stakeholders have been finalized and confirmed.

MINUTES

Board of Directors Meeting #4 of the Scarborough Campus Students' Union
Thursday August 21th, 2014 | 7:00pm | SL232, UTSC Student Centre

The after party location has been changed and will take place at Kool-Haus. This is a fully dry section and liquor will be served at Government. All the events occurring during Orientation were presented to the risk-assessment community and everything is on board for the event. Group leader (GL) trainings will be taking place on August 23rd and 24th. And currently the kits are being stuffed with items for Orientation.

Dionisio further adds, there were a couple of directors that would like to be part of Orientation and they should get in touch with Sanoj Navan (campuslife@scsu.ca) ASAP.

Week of Welcome

Navan speaks on the Week of Welcome. The first day of school will include the SCSU outreaching, Fusion Radio playing music, food trucks present on campus, etc. All of this will be happening at the Student Centre Quad, where the hotdog guy is located right now. The second day is Dis-Orientation. The third day will include a karaoke event at Rex's Den.

Boat Cruise

Navan speaks on Boat Cruise. Everything in relation to the event has been finalized. The SCSU has developed some partnerships with Fusion Radio for the event and SCA (Scarborough Campus Athletics). The boat cruise was presented to the risk assessment committee and has passed.

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

CARRIED

11. APPROVAL OF MINUTES

MOTION

Moved: Chowdhury

Seconded: Youssef

Discussion:

Nehrin suggests that we should make an effort to upload the new versions of the Minutes on the website after BOD meetings.

Mulatu will be taking care of this.

Be in resolved that the July 31st, 2014 minutes package including the following documents be approved:

e) BOD Minutes| July 31st, 2014

CARRIED

12. OTHER BUSINESS

ASO Funding

Nehrin asks how much the SCSU will be giving to Art Side Out this year and how it will be recorded.

MINUTES

Board of Directors Meeting #4 of the Scarborough Campus Students' Union
Thursday August 21th, 2014 | 7:00pm | SL232, UTSC Student Centre

Mulatu says that Arts Side Out will be receiving a \$5,000 sponsorship similar to previous years and it will be recorded as a separate items and will have no new or material effects on clubs funding or other expenditures of the union.

Transit

Ahmed speaks on Transit. The Express Bus on campus is called the 198 Scarborough Rocket. The bus will be running from 6:30 AM to 11:05 PM from Kennedy and from 7 AM to 11:05 PM from UTSC. It will be running every 10 minutes in the daytime and every 15 minutes in the evening (evening is marked after 9 PM). The bus will have 13 stops in order to service the fact that there are other major intersections on campus and if students want to connect with other routes. The 198 will be replacing the 116 Express. This is because it provides faster service. It will be an 8 months pilot. It will be cancelled if its not being used often. If you would like to know more about the Transit at UTSC or have any questions in general, speak to Anika Ahmed.

Khan asks how long the bus will take.
Ahmed responds 30 minutes.

Anwar asks if the bus will stop at the PANAM center.
Chowdhury says probably sometime in the future

Fairbairn asks that if we told TTC we are interested in creating our Shuttle, would they be interested in considering it.

Ahmed responds students will be required to pay off their pockets in that case.
Nehrin adds UTM has spent a million dollars to create their own Shuttle.

Further, Ahmed adds that she will bring up how they will assess user-ship on the rocket. Depending on this it will be easier to lay out key things on what will happen afterwards.

13. ADJOURNMENT

MOTION Moved: Chowdhury Seconded: Parikh

Be it resolved that August 21st, 2014 Board of Directors meeting be adjourned at 8:03 pm.

MINUTES

Finance Committee of the Scarborough Campus Students' Union
September 4th, 2014 | 7:00pm | SL222, UTSC Student Centre

1. CALL TO ORDER

7:08pm call to order.

Present:

Ferozan Nasir – Director (Voting)

Brandon Ramoudith - Director (Voting)

Kaleab Mulatu – VP Operations SCSU (Voting)

Amir Bashir – Executive Director SCSU (Non-voting)

Jeremy Wills – Operations Coordinator SCSU (Non-voting)

Absent:

Tahsin Chowdhury – President (Voting)

2. APPROVAL OF THE AGENDA

Be it resolved that the agenda for the September 4, 2014 SCSU Finance Committee meeting be approved as presented.

MOVED BY: Mulatu

SECONDED BY: Nasiri

- *Motion to approve Agenda, seconded by Ferozan. Unanimous vote, motion carries.*

3. APPOINTMENT OF SECRETARY OF THE COMMITTEE

Be it resolved that the SCSU Operations Coordinator be the secretary of the SCSU Finance Committee and all sub-committees for the 2014-2015 year.

MOVED BY: Mulatu

SECONDED BY: Ramoudith

- *Kaleab moves to approve appointment of operation coordinator as secretary, seconded by Ferozan. Unanimous vote, motion carries.*

4. FORMATION OF A SUB-COMMITTEE

Be it resolved that the SCSU Finance Committee forms a Finance Sub-committee to discuss bi-monthly income statements or year to date vs budgeted figures with the SCSU members and provide recommendations on the SCSU budget to the SCSU Finance Committee.

MOVED BY: Mulatu

SECONDED BY: Nasiri

MINUTES

Finance Committee of the Scarborough Campus Students' Union
September 4th, 2014 | 7:00pm | SL222, UTSC Student Centre

- *Kaleab explains purpose of the Sub-committee to the Finance Committee; to allow the membership an opportunity to be involved in budget development. . It is a new undertaking for the SCSU*
- *Kaleab moves to form Finance Sub-Committee, seconded by Ferozan. Unanimous vote, motion carries.*

5. PRESENTATION OF THE SCSU BUDGET

Be it resolved that the SCSU Finance Committee approve the 2014-2015 SCSU Budget as presented.

MOVED BY: Mulatu

SECONDED BY: Ramoudith

- *The Finance Committee proceed through a detailed budget review. Kaleab presents "line by line" explanations of the Budget, including assumptions.*
- *Ferozan ask for more details on membership fee increases. Kaleab explains it is pegged to CPI.*
- *Kaleab explains in detail; health plan costs, rent collection and utility recovery. Also explains revenue generated by SCSU ticket and services sales. Briefly explains all revenue lines.*
- *Kaleab explains all Expenditure Lines in detail. Telephone expenses discussed in depth. Brandon suggests looking at a group plan for Executive cell phone allowances.*
- *Kaleab moves to have Budget approved by Finance Committee, seconded by Ferozan. Unanimous vote, motion carries*

6. OTHER BUSINESS

- *Amir discusses SRI Board of Directors, and its membership requirements. Either Ferozan or Brandon too sit on SRI Board.*
- *Motion added to the meeting that reads:*

Be it resolved that the SCSU Finance Committee nominate _____ to sit on the SCSU Restaurants Incorporated Board of Directors for the 2014-2015 academic year.

- *Ferozan moves to nominate herself, seconded by Kaleab. Unanimous vote, motion carries. Ferozan is ratified as a Director on the SRI Board.*

7. ADJOURNMENT

- *Kaleab moves to adjourn, seconded by Brandon. Unanimous vote. Motion carries.*

Adjourned at 8:11pm.

MINUTES

Executive Committee of the Scarborough Campus Students' Union

September 12th, 2014 | 3:00pm | Presidents Office, UTSC Student Centre

1. CALL TO ORDER

Call to order at 4:10pm.

2. APPROVAL OF THE AGENDA

MOTION

Moved: Chowdhury

Seconded: Ahmed

Be it resolved that the agenda for the Friday September 12, 2014, SCSU Executive Committee meeting be approved as presented

CARRIED

3. EXECUTIVE UPDATES

- a. **VPex-** GTA Coalition meeting, introducing municipal elections into campuses to encourage voters, CFS flying squad to be scheduled to come in October 8th to help in encouraging students to vote on campus, VNP fair is on September 18th, Attended a GTA meeting to discuss Laverne Cox logistics. Ttc riders meeting on campus is happening on September 16th in SL – 222 to discuss with students how we can better improve transit, turnout Toronto is September 24th to bring different external organizations that are doing work on civic engagement, Dis-O went really well we left post assessment forms inside peoples mailboxes.
- b. **VPcl-** Orientation debriefs happened to assess orientation with all people who were involved, gathered feedback on how to improve orientation for next year, During week of welcome handed out just under 3000 agendas. Students really enjoyed Karaoke we should look to introduce it more times during the year. WOW was a great opportunity to increase our social media following. Clubs Week is currently happening in the meeting place, great turnout, upon speaking to clubs we heard there was a great turnout, set up of tables presented some issues so we changed the set-up as well accessing outlets, in the future we should make sure we account for these, the new star bucks presented some difficulties for set up, second round of clubs training has been scheduled for the 18th of September, have been reaching out to clubs to encourage them to come. Risk assessment meetings for homecoming and the ASA pub night have been approved. Looking into Niagara Falls rates for students.
- c. **VPau-** Undergraduate Journal is looking for two more faculty advisors to help build the journal, currently working with Campbell to find these humans, met with underground to discuss the definition that was introduced by the majority of the DSAs at the DSA training. IRDS, submission deadline was today, but GSA requested to extend the deadline to next Wednesday. DSA workshop went well, CFS representatives came to do a workshop and got some positive feedback, talked with Frank Peruzzi about introducing outlets into the Starbucks seating area, 4 outlets have been installed. Sustainability office is hosting a fair-trade, we will have a table there to promote our lets go green initiative as well as our, 1 love utsc gear.

MINUTES

Executive Committee of the Scarborough Campus Students' Union

September 12th, 2014 | 3:00pm | Presidents Office, UTSC Student Centre

Alexandra Harris, a student governor has requested that we bring a list of student issues from our executive team that we could discuss at their next meeting

- d. **VPeq-** Had an interview with the underground to discuss the state of politics in the perspective of students, met with the equity and diversity office discussing the possibility of introducing gender neutral washrooms. Mental Health week, SCSU will work to address possible initiatives that can be taken by students outside the realm of pharmaceuticals. HandsupUTSC went extremely well, a lot of students got involved, take back the night is happening on the September 16th, The meditation and conscious club is working with us to introduce the Buddhism and Cognitive Science program on to our campus, working with students to introduce the second annual black history month conference, Queer-O is happening on the last week of September, we are co-hosting the board games night. HumaizeUtsc project is well underway, we will work with utsc students to share their unique perspective with the students of scarborough
- e. **VPops-** locker program has been finalized and has been released to the public, we have sold out 60% of our lockers, bv lockers have been cleared out and will be available for purchase, new website has been launched and has meet AOTA standards, looking to introduce a student debt clock on our website to showcase the struggle with tuition fees, finalized the scsu budget and will be presented to the finance subcommittee, working to finalize SRI budget, elections processes have been on going, hired humans involved in processing (CRO's, DRO's) Looking to hire Rex's Den assistant managers, line cooks, servers etc. Hero Burger and KFC have successfully underwent the changes that have been implemented. Rex's Den booking has been dealt with by VPops, ops coordinator and Rex's den manager, looking to introduce some student involvement in decorating Rex's Den.

4. OTHER BUSINESS

5. ADJOURNMENT

MOTION

Moved: Chowdhury

Seconded: Weeratunge

Be it resolved that September 12, 2014 meeting of the Executive Committee be adjourned.

CARRIED

MINUTES

Elections and Referenda Committee of the Scarborough Campus Students' Union

Meeting 1 – September 11, 2014

Roll Call

Brandon Ramoudith - Director

Noor Khan - Director

Kaleab Mulatu – Executive Committee Representative

Abeeha - CRO

Meeting is called to order at 7:25 PM

Mulatu explains that the purpose of the meeting is to decide if the executive member under review is eligible to run in the upcoming election. The individual is an interim member of the SCSU, so the committee's purpose is to ensure that they are eligible to run according to the rules of candidacy, as outlined in the SCSU By-Laws. The committee will review the rules and by-laws to make sure no rules are broken when making the decision to allow this individual candidacy.

The Committee reviews the by-laws of the union, specifically the section on "Members".

Mulatu gives a brief profile of the individual. The individual has not taken programs or classes during the Summer 2014. The individual was also, by the end of the nomination period for the SCSU Fall 2014 by-election, not enrolled in any courses. Under part A of the section on "Members" in the SCSU By-Laws, the individual does not qualify as a member.

For transparency, Mulatu reads out the letter sent by the candidate to the Committee, omitting the name of the candidate.

Ramoudith reads out the by-law outlining termination of director's clause, where directors who are not enrolled in classes by the first week of the Fall term, are automatically removed from their role as director. Mulatu explains that in terms of the elections, members may be eligible to run once they are enrolled in courses by the end of the nomination period of the Fall by-election.

The Committee concludes that it is the fault of the Hiring Committee for not checking the eligibility of the candidate prior to their hiring in the Summer. Committee members deliberate if the interim executive has the full rights of an elected, full-term executive.

A suggestion is made to bring the decision to the board level, of which the CRO responds that a decision would not be made in time (Monday). Mulatu explains that it's the job of the Committee to deal with such issues as they arise.

Khan suggests that the individual be notified that the SCSU Hiring Committee made a mistake, and that they are ineligible to run in the election. If a complaint arises, the individual should have the right to appeal the decision.

Discussion occurs on the individual's right to appeal.

The Committee recommends that moving forward, there should be a revision of the by-laws. Mulatu states that it is the responsibility of the Policy and By-Laws Committee to consider revisions of the By-Laws and that all students can submit changes for consideration.

The Committee agrees to reconvene in 2 day.

MINUTES

Executive Committee of the Scarborough Campus Students' Union

September 12th, 2014 | 3:00pm | Presidents Office, UTSC Student Centre

Meeting 2 – September 14

Role Call

Brandon Ramoudith

Noor Khan

Kaleab Mulatu

Abeeha

Meeting is called to order at 3:19

Mulatu states that the CRO has double-checked the membership list from DSL. The CRO states that the candidate is not a member of the SCSU, and therefore it would not be fair to other members if they were granted approval to run.

Mulatu explains that the candidate would not be able to appeal the decision, as only members have the right to appeal the decision of the Elections and Referenda Committee. Mulatu also states that it is not under the jurisdiction of this committee to manage employment, including the termination of contracts, but to ensure the elections process is fair and transparent. He acknowledges that the Hiring Committee did not do its due diligence to follow process. He recommends that moving forward, the same mistake should not be continued now that the committee is aware.

Mulatu explains the process that would need to be conducted, should there be no other candidates competing for the position in question. Which includes another hiring process, including a check on the individuals' membership.

The Committee unanimously agrees that the candidate is not a member of the SCSU, therefore is ineligible to run in the 2014 SCSU Fall By-Elections.

Mulatu further recommends that all committee members remain at distance from all candidates running, and remain neutral during all processes of the elections.

Appendix #1

Income Statement, Scarborough Campus Students' Union

Scarborough Campus Students' Union (SCSU)**INCOME STATEMENT**

	Jul-14	Aug-14	Description of Accounts
REVENUE			
Student Fees	\$ 69,676	\$ -	Health & Dental fee, SCSU Membership fees
Student Levy's	\$ 1,350	\$ -	Levies collected on behalf of other societies/organizations
Student Union Services	\$ 63	\$ 40	Grad photo, locker sales
Space Rental Income	\$ 15,725	\$ 16,225	Tenant fee's and conference rooms rental
Services Revenue	\$ 61,774	\$ 67,787	Metropasses, discounted tickets and other services
Event Sales	\$ 500	\$ 3,775	Orientation, Spring Formal & other event ticket sales
Vending Commissions	\$ 28	\$ 30	Vending machine commissions
Advertising Revenue	\$ -	\$ 3,488	Student Center advertising and agenda book ad revenue
Other Income	\$ -	\$ -	All other revenue
TOTAL REVENUE	\$ 149,116	\$ 91,344	
EXPENSE			
Salaries, Wages & Benefits	\$ 57,261	\$ 49,500	Salaries, wages, honorariums, and benefits
Supplies	\$ 1,008	\$ 1,242	Office, computer, photocopier, and general supplies
Student Levy's	\$ -	\$ -	Levies submitted to other societies/organizations
Services	\$ 2,605	\$ 68,866	Metropasses, discounted tickets, liability insurance, payroll costs
Phones & Telecommunications	\$ 692	\$ 4,269	Website, cell phone allowance, e-mail hosting
Capital Renewal	\$ -	\$ 1,549	Repair and maintenance costs
Event Costs	\$ 45,729	\$ 5,801	Orientation, Spring Formal & other event costs
Elections	\$ -	\$ 850	Elections supplies and promotion materials
Meetings	\$ -	\$ -	Conferences and events attended/hosted by the SCSU
Other Events	-\$ 475	\$ 2,000	Other non-standard events
Programming Costs	-\$ 196	\$ 15,595	Clubs/DSA Funding, campaigns, agenda books and newsletter
Professional Fees	\$ 530	\$ -	Legal, Consulting, auditing fee's
Professional Dev & Travel	\$ 7,579	\$ 779	Health & Safety training, transportation and continuity costs
TOTAL EXPENSES	\$ 114,733	\$ 150,666	
NET INCOME	\$ 34,383	-\$ 59,322	

SCARBOROUGH CAMPUS STUDENTS' UNION, UNIVERSITY OF TORONTO
SUMMARY

	2013 - 2014		2014 - 2015	
	ANNUAL BUDGET	FORECAST BUDGET	ANNUAL BUDGET	REVISED BUDGET
REVENUE				
MEMBERSHIP FEES	\$ 592,254	\$ 583,497	\$ 637,183	\$ 637,750
HEALTH & DENTAL PLAN	\$ 184,857	\$ 184,010	\$ 202,956	\$ 203,131
GRAD PHOTOS	\$ 10,000	\$ 17,000	\$ 23,500	\$ 23,500
LOCKER RENTAL	\$ 32,891	\$ 30,000	\$ 30,000	\$ 30,000
TENNANT INCOME	\$ 124,481	\$ 121,125	\$ 162,722	\$ 168,538
SPACE RENTAL	\$ 29,073	\$ 48,494	\$ 28,200	\$ 28,379
MEMBER SERVICES	\$ 26,865	\$ 26,865	\$ 26,865	\$ 36,475
Orientation	\$ 181,920	\$ 181,863	\$ 222,337	\$ 222,337
OTHER INCOME	\$ 14,000	\$ 4,300	\$ 7,025	\$ 4,025
TOTAL REVENUE	\$ 1,196,341	\$ 1,197,154	\$ 1,340,789	\$ 1,354,135
EXPENDITURE				
SALARIES, WAGES & EMP COST	\$ 497,405	\$ 486,859	\$ 565,605	\$ 561,082
ADMIN AND OFFICE	\$ 50,874	\$ 35,933	\$ 41,500	\$ 37,800
COMMUNICATION	\$ 18,729	\$ 22,450	\$ 22,450	\$ 22,950
PROFESSIONAL FEES	\$ 26,300	\$ 33,000	\$ 30,000	\$ 30,500
EXECUTIVE MEMBERS' STIPENDS	\$ 142,222	\$ 146,183	\$ 144,355	\$ 148,376
CAMPAIGNS & EQUITY	\$ 15,000	\$ 20,669	\$ 23,000	\$ 23,000
CLUBS & DSA FUNDING	\$ 57,000	\$ 57,000	\$ 57,000	\$ 60,000
ELECTIONS & REFERENDA	\$ 2,500	\$ 1,700	\$ 1,700	\$ 2,500
ORIENTATION	\$ 202,278	\$ 202,278	\$ 194,483	\$ 194,483
EVENTS & PROGRAMMING	\$ 27,300	\$ 32,000	\$ 27,000	\$ 32,000
MEMBER SERVICES	\$ 56,926	\$ 53,656	\$ 56,426	\$ 52,989
ORG. GOVERNANCE & MEETINGS	\$ 24,419	\$ 24,055	\$ 31,976	\$ 31,976
PROFESSIONAL DEVEL & TRAVEL	\$ 4,514	\$ 6,500	\$ 4,000	\$ 4,000
REPAIRS, MAINTENANCE & DEPR	\$ 233,874	\$ 158,752	\$ 154,188	\$ 154,188
TOTAL EXPENSE	\$ 1,359,340	\$ 1,281,036	\$ 1,353,683	\$ 1,355,844
NET INCOME/(LOSS)	-\$162,999	-\$83,882	-\$12,894	-\$1,709

THE MONTHS OF PLANNING LEADING UP TO ORIENTATION

MODEL:

This year the VP Campus Life along with the two Orientation Leads decided to continue with the mixed model in order to deal with the increasing number of Science Students that register for orientation. In order to deal with this issue, we placed students in groups based on random selection and split the students up into three different houses. The names of these house were Heilion, Erodor and Rebulus. In each house there was a total of 500 students. Each house had a total of 18 groups with 30 students per group. Within each group there was a total of 4 Group Leaders.

Orientation 2014 Theme:

This year, the theme for the orientation was determined by the VP Campus Life and the Orientation Leads. We decided to call it *the Awakening*. This theme is not only very powerful theme but also a very marketable theme. The VP of Campus Life also utilized the *Flower of Life* as the main logo for this year's orientation.

Timeline:

This year, both Orientation Leads (OLs) along with the Orientation Seniors (OS's) and Masters of Ceremonies (MCs) were hired within the month of May (Orientation Leads were hired on in the beginning of May and the OS's and MC's in late May). Unlike in previous years, Orientation Team along with the SCSU Executive Team had a team building dinner in the end of May. Due to the team hiring being pushed back slightly this year, there was an increase in frequency of meetings that the planning committee had to attend in order keep things moving fast to meet deadlines.

Due to the fall reading week, orientation week was moved a week earlier (last week of August). This affected the number of students that were on vacation and also faculty members being absent made us move the Faculty mix n' mingle the first week of school.

The Faculty mix n' mingle was on Sept 3th for all three departments (management happening in the afternoon and Arts and Science taking place in the evening). As suggested last year, the faculty were provided food an hour prior to the mix and mingle in order encourage them to mingle with the students. One suggestion for next year is that the mix and mingle be open to all students.

In terms of ticket sales, we sold approximately 1200 tickets (this includes early bird and regular price tickets). What we did this year (which we highly suggest doing next year) is we cut off online registration at the weekend before orientation. All other tickets sale should be done in the office after that date. In addition to that we also suggest selling a maximum of 1300 tickets for orientation, due to the logistical and capacity constraints.

Budget:

We sold a total of 200 early bird tickets for \$47 (\$47+tax+paypal service charge = \$55) and priced regular price tickets at \$65 (\$65 tax+paypal service charge = \$75.07).

Please see the budget for more details.

Schedule:

The schedule is based on 3 full days (the week before school started), 1 day for the Faculty Mix n' Mingle (arts and science/ management), and 1 day for the Parade Day downtown.

Suggestions for the Parade: Must be sure to provide lunch on the parade day, people were hungry and very dehydrated during the parade. In addition to that we also suggest not having students empty their water bottles as they enter the buses for the parade or for the party during the orientation week. Instead we suggest simply checking to ensure that the bottle does not contain any alcohol.

Meetings:

This year, the Orientation team meetings were held for 2 hours each Thursday, 7-9PM to be precise, with the Masters of Ceremonies (MC's) meeting two hours prior to discuss orientation storyline ideas and marketing tactics to increase ticket sales. These time frames worked best for most team members to discuss all the updates, planning, and training.

Marketing and Sponsorship:

The marketing responsibility was given to the Senior Graphic Designer (Sahar) and her team. They made the logo based on the VP Campus Life's vision, the banner for the websites (SCSU and UTSC), T-shirt designs, and nametag designs.

The nametags were made by Sahar and were printed off by UTSC's Academic Printing & Custom Publishing Services. Due to the name tags being smaller once again this year, we printed the schedules of each day (5 days) separately; this included the 3 days of UTSC Orientation as well as Faculty Mix 'n Mingle and Parade Day schedules. Thus there were 6 sheets in their name tags (1-name 5-schedules of each day). In addition, the 1st sheet included 6 check-off boxes for each meal students will be having during Orientation.

Sponsorship was the responsibility of the SCSU Clubs and Events Coordinator, Mary Anne Savoie. She was responsible for reaching out to different companies, both previous sponsors and new. Providing them each with the 2014-2015 SCSU Sponsorship Package, they were able to browse and negotiate a package and price that would best fit both parties. Once a package was chosen, contracts were drafted outlining the terms of the agreement, including the agreed upon sponsorship price, date, time and location of the event they will be participating in, and the respective contact information. Invoices were requested and sent to the sponsors to ensure payment. For those sponsors who chose to include Orientation Kit inserts, a deadline was set for SCSU to receive the materials to ensure their inclusion in the kits. Similarly, those sponsors who chose to participate in the Orientation Festival or 4.0 Fair, contact information was exchanged to have on hand during the event day to provide location and parking details. Parking passes were provided for sponsors and booth locations were labelled accordingly. An updated list of sponsors was created and saved on Mary Anne's computer to have record of for coming opportunities.

Video:

Once again, we contacted Axel Villamil, UTSC student, to be the videographer for Orientation. We agreed on 5 videos.

TWO: 1 minute GL teaser (UTSC promotional)

ONE: 10-15 minute orientation week skit video (divided into 2 parts)

ONE: 2 minute recap video of skit
ONE: 2-3 minute summary of orientation

Villamil, did the entire recording and editing of the videos himself and also provided us with a reasonable price for payment. This price was definitely increased in comparison to last year's charges but his video quality and work ethic has greatly improved and thus we suggest that you get him again for next year.

In terms of next year, we suggest not doing a storyline video for next year. Instead we suggest just doing a video in the beginning introducing they team (during opening ceremonies) and/or having a video showcasing what resources are on campus. If you do not want to do either, we strongly encourage that only teaser/ promotional videos are made. In addition to that we also suggest that all contact with the videographer (in terms of payment and obtaining the videos) done sole by the VP of Campus Life and the Orientation Lead as the secondary point of contact.

Recruitment:

Recruitment for Orientation Leadership team included hiring Orientation Seniors, Masters of Ceremonies, Group Leaders and Logistic Leaders.

Orientation Seniors (OS)

Job postings for these individuals were put up in mid-April. Orientation Seniors were interviewed at the end of May and were hired by the beginning of June.

- ☐ The interviews were held by Clubs and Events Coordinator, VP Campus Life, the Orientation Leads
- ☐ The Orientation Seniors were broken down into Events (6), Logistic Leader Supervisors (3) and Group Leader Supervisors (4). Unfortunately due to lack of commitment, two of the Orientation Seniors were terminated.

Masters of Ceremonies (MC)

Job postings and the hiring for these individuals began at the same time as the Orientation Senior.

- ☐ There was 6 MC's hired, two for each house. The MC's planned the opening ceremonies, helped with GL training and planned the closing ceremonies along with the Ultimate First Year Competition (UFC).
- ☐ The same team hired the MCs.

Group Leaders

Job postings went up in June. Since there was enough number of applicants, we did not reopen the application.

- ☐ The Group Leader Supervisors with along with the Orientation Leads organized the interviews. The Orientation Leads, VP Campus Life, Orientation Seniors and the MC took part all took part in the hiring process.

Logistic Leader

Job postings went up the same time as the Group Leaders postings. Interviews occurred mid July and they were selected by the end of July.

- ☐ The Logistic Leader Supervisors organized the interviews, and they also hired the Logistic Leaders along with the Orientation Leads, VP CL and a few Orientation Seniors.

Since the Orientation Seniors and Masters of Ceremonies were hired later than normally, they did not play a huge role in creating the theme for orientation nor for deciding on which events would take place

during orientation. We suggest that this continues for it made the planning process a lot easier and more efficient.

Building the Team:

In terms of team building, we had various team dinners throughout the planning processes of orientation. One of the team dinner did include the SCSU execs team.

Next year we suggest doing some form of larger team building activity (such as painting balling, go-karting, over-night retreat etc.) that will allow the team to learn how to work together and get comfortable with each other.

Involvement of exec team:

In terms of the orientation process, some members of the exec team did help in the planning of the certain event (for example the VP of Academic assisted the Orientation Seniors in the planning of the 4.0 Fair and the DSA Presentations.) The rest of the exec team did more assisting in the training aspect of the various volunteers that helped us during orientation week. They also served as honorary Masters of Ceremonies and Orientation Seniors during the week of orientation, allowing them to mingle with students taking part in orientation.

Suggestion for next year, would be to have more time for the orientation to team bond with the SCSU exec team. This would allow the orientation team to be more willing to ask the exec team to be involved in the events that the team is planning for orientation. In addition to that having the VP of Campus Life and VP of Academic work with the DSA's to ensure that they have an influential involvement in orientation. Ideally having two to three meetings throughout the summer. One having the DSA's discuss how they would like to be involved and then the other meetings with the VP of Campus Life, VP of Academics and Orientation Leads discussing how the DSA will be incorporated in orientation.

UTM Get-together

This year, after the first day of Group Leader/ Logistical Leader training held on August 23rd, we boarded buses to UTM for an after party that included a cheer-off with dinner and dance. 5 buses, arranged by the UTM Orientation Leads were scheduled to leave UTSC at 5PM, providing 45 minutes to an hour of travel time. This idea of going to UTM has been done in the past, and was credited to be an incredible experience by many, and this year was no different. UTM was very warm and welcoming to all UTSC students and staff and we definitely encourage to continue this next year, as it is a great way to build team skills. It is also one step closer to building stronger relationships with other UofT campuses.

THE WEEK OF ORIENTATION (EVENTS)

Day One

Registration

- It went smoothly this year. By far, the best registration that we have seen. We had a "situation" table to deal with students who did not have their confirmation email, payment hasn't through, names were not on the list, or any student who purchased a ticket after Saturday, after online registration closed.

- All of the Logistic Leaders were given a master list of all the students who purchased a ticket prior to the Saturday. The Orientation Leads along with the "situation" table had a copy of all of the students who have registered for orientation as of the morning of orientation. In addition to that, they also had a copy of all of the students whom payment did not go through or did not complete their registration.
- Name tags for the first years were separated by houses and they were also put into alphabetical order.
- The Group leaders were given orientation packages which included an attendance list of students, the group leaders' name tags, markers, food vouchers and pens.
- Once registered (by last name), students were given their name at the registration table. They then moved to a separate station where they were given a wristband, t-shirt and their water bottle. Next year giving them wristbands as they enter the gym or area for opening ceremonies or as the register to limit the amount of people who had access to the wristbands.
- In addition to that water was stationed in the outer lot for registration.
- Some recommendation for next year is that constant contact includes dietary restrictions, country of origin, and program in the final spreadsheet.
- We also suggest having the registration problem table be separate/ behind the registration table.

Lunch

- This year before opening ceremonies students were provided lunch by Aramark in three separate locations
 - The IC Atrium
 - Meeting Place
 - SY Atrium
- We wanted to use the MW Atrium but it was booked for an event.
- Since registration is going on during the set-up of Lunch, the GL Supervisors were to set up lunch with the help of Group Leaders (a total of five per location).
- If doing a pizza meal, ensure that you have a vegan option.
- When making a voucher package for food during orientation, ensure that this voucher package is given to the first year students' during registration.

Opening Ceremonies

- Ensure to make important announcements before starting. I.e. No leaving during the presentation, no altering of the shirts, keeping wristbands on, 1-hour policy (any event entrance will not be allowed after 1 hour of the event), etc.
- Ensure that the people presenting (DSL, SCSU, and Principal) are at the location ON-TIME. The MCs should be informed of when and how the speakers present.
- Everyone should also know how to set up the stage. (Chairs, banners, etc.)
- Let the President and VP Campus Life do introductions of the speakers, opening, and closing. The OS Team and OL's should be more hands on the planning of the Opening Ceremonies.
- The Orientation teaser video was played. If doing a video during opening ceremonies we suggest that it is no longer than 5 minutes and introduces the team and the campus.

Campus Tours

- This year campus tours took a different approach. It was highly suggested that we make campus tours more interactive and fun as oppose to a basic tour of the campus, and so the tours were based on the concept of Amazing Race.
- 1 GL per group were given an enclosed envelope
 - Each envelope included information about where they currently were, with some fill in the blank questions, and a clue to the next location.
 - Envelopes were located at key places on campus such as the Meeting Place, Student Centre, SY Wing, Science Wing, Bladen Wing, IC Building, MW Atrium, Bladen Wing, AA Building, The Arc and the Humanities Wing
 - GLs helped their first years find their way through the campus but did not fill in the blanks for them
 - Each group headed to a different location, so that ideally no two groups were headed to the same place
 - All groups explored the same places at different times depending on the sequence of their envelopes
- First group with the highest number of points to reach the final location (where the groups had dinner) with all envelopes/bonus points won the title of "Star Squad of the House"
 - Had to report to an OS or a MC at the final location
 - An OS or a MC recorded the time that each group arrived with a piece of tape
 - Winners were announced at the closing ceremonies. A picture with Rex's Raccoon and a shout out on SCSU's Twitter and Instagram page was given as a first place prize.
- Bonus points were rewarded to people who found the "Did You Know?" facts around the campus (highlighted in bold, red exclamation marks around campus?)
- We highly recommend that you purchase materials for campus tours, if it is based on the Amazing Race concept, as early as possible and get the cosmetic aspects of it completed, in order to prevent last minute chaos.
- The process in which the envelopes were stuffed with clues and descriptions was very disorganized. Initially the idea was to have the various letters of the alphabet to be put on individual pieces of Bristol board but it ended up being stickered on to envelopes, followed by a confusing process of figuring out which numbered envelopes included the clues and/or descriptions.
- This year, one of the stops on campus tours (BV Wing) was denied access due to a highly concentrated paint odor. The envelopes were then quickly moved to the R-Space area last minute. We highly suggest that you have a backup plan, in the case this concept were to be carried out for campus tours next year.
- Also first years were leaving their GLs, wandering around campus, getting lost. In this situation we sent those first years to another group of the same house.
- All in all the logistics of campus tours this year was pretty chaotic with a number of people being scattered everywhere with no interest in participating. We believe, the Amazing Race concept could have worked better if planning for it began much earlier and if the logistics for it could have been mapped out much more realistically.
- We suggest just doing a campus tour with some fun fact about the campus. This year's idea of campus tours was too chaotic and did not benefit the first years as anticipated.

Dinner (Student Centre vendors)

- The student center lunch was a good idea, however we suggest letting only the LL Supervisors hand out the vouchers. We also suggest not outlining a dollar value, instead just having the date and the SCSU logo on the voucher.
- All of the vendors made their own meal options for students to choose from.
- Students were not allowed to sit in the student center to eat their meals and they were not encouraged to go upstairs in the student center.

Orientation Festival

- Hart Entertainment brought in a variety of sponsors along with inflatables for students to utilize.
- In order to deal with the amount of unused tables last year, we told clubs to give us a deposit of \$20 for a table. The festival was very successful, however we recommend screening any outside sponsors that are brought in by an outside company.
- Since the Farmer's Market was going on, it made the orientation that much more diverse allowing students to be exposed to more events that regularly happen on campus. The food offered at Farmer's Markets and also by the various other vendors at the Orientation Festival allowed for students to receive some form of nourishment as they waited for their time of dinner.
- Fusion radio provided music for the festival.
- A jugglers provided further entertainment for students during the festival.
- Ideally, it would be best if the orientation festival ended early and/or took place on a different day. For example end day one with the hypnotist show, have the orientation festival take place on the second day (ending it early) and having the after party on the last day.

Day Two

Ice breakers

- When you are arranging the first years with their program, mark their program on the name tag using a sticker or some sort of marker. Also have a designated spot for them ahead of time. Make sure all the leaders know the spots.
- Ensure that there is a sound both with speakers, microphones, to provide a source of music and for making announcements clearly.

Playfair

- Jerry as usual did a very good job at keeping the crowd entertained throughout his act. It is very important that the entire gym space is being used. He needed about 25-30 Group Leaders to help him. It is best to assign an OS to be the point person as well as an SCSU Executive member.
- Since the bags were designed with a small white space for students to write their names, there were less complaints of lost bags. It is ideal to use the same design in order to avoid any disappointments.
- If this event were to happen on a day when people require their religious accommodations met, make sure to plan ahead. Do not single out these students. Let Jerry know in advance.

PanAm Tours

- Initially, tours of the new facilities were to be given by athletics, the tour was going to include TPASC/ Athletics bringing in their own tour guides and giving a tour of the new facilities.

- As a result of construction, the tours were cancelled last minute. Instead PanAM representatives came in and gave students a virtual tour of the faculties
- We highly suggest having the physical tours next year if the weather and the schedule permit.

Karaoke

- This year two OSs were in charge of both Karaoke and Scarborough Games.
- As always Karaoke is a high in-demand event. In order to make the event more entertaining and engaging, sing-offs and dance-offs, between the houses are ideal. It's best to create a song list before hand in order to avoid first years and GL's bickering for various songs and that there is no wait-time in between each song.
- It is very important that GL's are constantly reminded that Orientation is for the first years and that they are supposed to be getting the first years mingling.

Hypnotist Show

- Boris the Hypnotist did the show. We saw several of his shows online prior to booking him. We suggest being more clear of your expectation of the show before the show to prevent any surprises from happening.
- We gave him around 30 volunteers to help out with the show in terms of putting students on and off stage.
- To also increase crowd control we had our MC's guide first year students to go on stage.
- Please ensure that the hypnotist know how long the show is so that he does not go over time (remind them the day of). In addition to that please ensure that the hypnotist has a meeting with the Executive Director before signing the contract.

Day Three (Department Day)

- Arranging the first years according to their program this year was done through a color coded sticker system that was already placed on their name tags during registration.
 - Red stickers – ARTS
 - Green Stickers – SCIENCE
 - Yellow Stickers – MANAGEMENT
- All MCs and OS's were assigned to one of the 3 departments and MC's took charge in creating spots in the parking lot by dividing students according to their respective departments (3 separate sections in the outer lot). The color coded sticker system made it significantly easier to divide the first years according to their program thus providing more time for icebreakers and travel time.

4.0 Fair

- This event was very successful. Ensure that the Logistical Leaders have the tables set according to the floor plan created.
- Having UTSC Athletics perform mini Olympic styled games were highly effective. We recommend doing this event every year, since it gave students a chance to see what services UTSC has to offer and answers to questions they might have had.

- It is important that the OS(s) in-charge of 4.0 Fair be partnered up with the DSL to get a list of all the services and ensure all arrangements of the event are done accordingly through effective communication.

If this event were to happen on a day when people require their religious accommodations met (since it was a Friday, a lot of students had to go for Jumu'ah prayer), make sure to plan ahead. Do not single out these students. Have an MC to be a point person for this

DSA Presentation

- The OS of events and the VP Academics worked together to plan this events.
- A lot of the first years were very dis-interested in this particular event, they felt that it was repetitive since they have already receive this information from the DSA's during the 4.0 Fair. A lot of students would rather have heard from upper years/ graduates of the various programs along with more conversations with faculty from the particular department. Students felt that they did not learn much about their program from the DSA's, which is what they were hoping for.

Scarborough Games

- This event was very much successful. All MCs and OSs were clear as to what their role was during the games and thus the event ran smoothly.
- This year two OSs were in charge of both Karaoke and Scarborough Games.
- Since last year's Amazing Race/ minute-to-win-it styled games didn't go so well, we ensured that more interactive and fun games such as Jeopardy and Family Feud were included.
- These games ensured that all first years took active participation and that no one was left behind.
- It is important to ensure that questions are not too degrading but rather challenging. Ex. For Arts, you shouldn't ask what color comes out if you mix red and blue.
- Questions for each program were created ahead of time with the help of the SL team. It is important to remind the OSs in the Arts, Science and Management programs of the questions needed.
- All the OSs handed in questions within a certain deadline and these questions were then screened during the games.
- The OSs should be informed of all the finalized questions and logistics ahead of time.
- On the day of, MC's and OS's assigned to each departmental program were given a USB key that included all questions and an answer key.

Closing ceremonies/UFY Championship

- This event was a complete success! All students were completely hyped. The MCs did a great job hosting the event with the help of the VP Campus Life and SCSU President.
- The SL team dance was amazing and it is definitely a great idea. It was a collective team effort and all the hard work definitely paid off.
- It is important to stress certain rules before starting such as no nudity, no swearing, no inappropriate comments, etc. Have different competitions for elimination rounds.

- Last but not least, the Orientation Video was done well and received much appreciation from many

GYM party

- The *Lights Out* party took place in the gym. It included club furniture, and a glow in the dark accessories for both the first year students and also the orientation team.
- DJ Databass performed during the show
- Utilizing the group leaders along with the logistical leaders to help in the set up of the event made it go a lot smoother
- Slight suggestion for next year, try scheduling some form of karaoke during party set up (if the after Party takes place in the gym). This allows for some form of constructed event to be going on while doing the party set up and it also allow for the ones setting up to have more time to proper set up the area.

League of Legends Tournament

- This was an alternative party in which was hosted by residence center. There, students had the ability to play a series of games.

Day Four

Faculty Mix n' Mingle

(Arts/Science/ Management)

- The turnout for all three faculty mix n mingle were not the best, however it did go well. Management took place in the IC Atrium, Science was in the Meeting Place and Arts was in the MW atrium.
- We highly suggest opening this event to all student so that the turn out could increase.
- We provided food for all professors before the event in order to ensure that the professors were fed and ready to mingle with the students. The professors were also given name tags and t-shirts so that they can write their department on the back. Next year please ensure that the professors utilize these tools. Also please ensure that there is a least one or two professors from each field of study.

(Management)

- The event happened at the IC Atrium. This year the Management Faculty Mix 'n Mingle took place the same day as the Arts and Science Mix 'n Mingle.
- For the most part this event was quite successful. The only downside was, a lot of Management students were scattered between Dis-Orientation happening on the other side of the campus and others having to go to class. The timing of both events should not have been together as it was pulling away students from ample opportunities to chat with their professors.
- Most professors wore their t-shirts, with their names on the back, which made it easier for first years to initiate a conversation and vice versa.
- This year, we ensured that all professors were fed first, so that during the event they wouldn't chat among themselves but rather divert their attention towards the first years.
- Aramark provided food at all three Faculty Mix 'n Mingles.

Day Five

Boarding busses

- Buses arrived at 10 am. We started boarding buses soon after. There was total of 30 buses however we only used around 20 of the buses.
- The buses were parked in the gravel lot of parking lot 4. Set of five buses left to varsity stadium every 10 minutes. On the first set of buses was one of the orientation leads, the VP of Campus Life, and also the Parade Marshall. On the last bus was the other Orientation Lead, along with some SCSU execs and Staff.
- We suggest not having students empty their water bottles before they enter the bus, but instead checking to it is not alcohol. In addition to that we also recommend giving students lunch if the boarding of buses occurred anytime between 10am and 1pm. Most importantly include water stations at the bus loading location.

Cheer off

- The cheer off took place in the Varsity stadium. This allowed for better organization for the cheer off.
- Ensure that you bring extra t-shirt, the master list and extra wrist bands to the parade.

Parade

- The parade went well for the most part. Fusion Radio along with DJ Vagas entertained the parade.
- The President and the VP of Campus life served as MC's for the parade and did a good job. The students seem to enjoy themselves very much during the parade.
- In terms of crowd control during the parade it was only one of the orientation leads, some of the SCSU exec and staff along with the UTSC Cheer team at time, while the whole orientation team stayed on the float. Next year there should not be more than six to eight member if the orientation team on the float at all times. Also, the float in front of us had no students walking, it forced us to drive a lot faster. Next year please ask UTSG that UTSC is not the last float.
- We suggest having approximately 20 people with vest to act as parade marshals

Concert

- The concert went well, it was Jon Beilion, Karl Wolf and Tokyo Police Club. The first years had a great time.

Board busses to KoolHaus

- There were 7 busses assigned to take students back to UTSC and 11 busses to go to KoolHaus.
- The gathering and separations of buses were quite hectic since buses for all three campuses (UTSC, UTM, UTSG) arrived at the same time. Make sure to have signs on the bus that says either going back to UTSC or going to the after party. It will save a lot of time. DSL helped a lot with loading people in.
- We also did a bag check for alcohol, wrist band and t-shirt before the students went on the bus. This is to ensure that we are eliminating trouble later in the night. Each bus was checked by the OSs. This also made sure that students that are not part of Orientation did not get on the bus to go to the after party.

KoolHaus

- This location was good. However, there were not a lot of things people could have done if they did not want to dance.
- Because of the limited activities and the fact that Government was a wet event open to all UofT students, first years and GLs slowly started to trickle into Government.
- However it was highly stated that once they leave KoolHaus, their wristbands will be cut and they will not getting a ride back home.
- Some of the comments made stated that first years were expecting to party but because the music was not too good, it just happened to be a chilling session and people were not partying.
- Having a UTSC only after party with alternative activities and closing off some areas for 19+ students of the venue would make it more effective.
- Busses were planned to leave in intervals. First bus left around 10:00PM, then people just started to come out. As soon as the bus was filled, it went back to UTSC. The event finished at 1AM.

OTHER TOPICS

Kits

- This year we made space on the bag to ensure that students can write their name. This made it a lot easier for students to find their bags.

Rules

- Have an explanation to all the students as to why we do not allow them to do certain things. Such as cutting of the shirts, no swearing, no demeaning and inappropriate cheers, having dry orientation, etc.
- In terms of t-shirt cutting, it is not a huge issue, do not encourage students to cut them but allow it if they already did. However strictly do not allow face painting.

Leaders

- ALWAYS debrief will all the Orientation team at the end of each day to assess how they did and to prepare them for the next day.

Collaborations

- This year we went to a UTM pub night for a Group Leader training after party.
- Suggestion for next year ss making training either just one day or making it a Friday and a Saturday.

T-shirts

- This year the t-shirt colors were perfect and should remain the same.