



**EMERGENCY BOARD OF
DIRECTORS MEETING
PACKAGE NOVEMBER 2022**

Thursday, Nov 3rd, 2022
12:00 – 1:00 PM
via Zoom

Attendance

| Last Name | First Name | Constituency or Position |
|------------------|---------------------|---|
| Sobowale | Michael | President |
| Manoharan | Mathooshan | Vice-President Operations |
| Abdelhameed | Yumna | Vice-President Equity |
| Higashihara | Thai | Vice-President External |
| David | Amrith | Vice-President Academic & University Affairs |
| Fernandes | Alyssia | Vice-President Campus Life |
| Femi-Johnson | Tomiwa Kibati | Director of Critical Development Studies |
| Khalid | Durah Fatima | Director of Sociology |
| Jung | Yihoi | Director of Computer & Mathematical Sciences |
| Aggarwal | Nandini | Director of Management |
| MacLeod | Samantha Rachel | Director of French & Linguistics |
| Sarder | Prottay Azmin Aboni | Director of Historical & Cultural Studies |
| Gehani | Mafaz | Director of Health Studies |
| Vacant | Vacant | Director of Human Geography |
| Menzies | Marybel | Director of Philosophy |
| Segarajasinghe | Adrian | Director of Political Science |
| Crawford | Connor John | Director of Biological Science |
| Chandrasegar | Pirakasini | Director of English |
| Vacant | Vacant | Director of Psychology |
| Vacant | Vacant | Director of Physical & Environmental Sciences |
| Vacant | Vacant | International Student Director |
| Vacant | Vacant | Director of Anthropology |
| Erum | Muzna | Director of Arts, Culture and Media |
| Vacant | Vacant | First Year Representative |
| Vacant | Vacant | First Year Representative |

BE IT RESOLVED that Canadian Federation of Students develop an educational fact sheet to inform its membership of the importance of the concentration of Canada's telecommunications, as well as outlining the different telecommunication plans and options that students can utilize; and

BE IT FURTHER RESOLVED that CFS lobby the federal government to push to recognize the internet infrastructure as a public utility; and

BE IT FURTHER RESOLVED that CFS join The Public Interest Advocacy Centre (PIAC) in fielding a letter to the the Canadian Radio-television and Telecommunications Commission in going further with the inquiry into the Rogers outage in order for Rogers to provide a more comprehensive explanation and further public transparency;³ and

BE IT FURTHER RESOLVED that CFS join PIAC in calls for the CRT Commission to require telecommunications service providers in Canada to have: 'emergency planning, refund requirements, notice and transparency and other consumer protections, interconnection, wholesale' of under s. 24 and s. 24.1 of the Telecommunications Act

b) ADVOCACY FOR AFFORDABLE AND ACCESSIBLE TRANSIT

Motion

Moved: Higashihara

Seconded:

WHEREAS Line 3 Scarborough RT (SRT) will close in 2023, at least 7 years before the planned subway extension is due to open; and

WHEREAS over 35,000 daily SRT riders, including students, will be forced to use replacement buses that do not meet the needs of the community; and

WHEREAS Scarborough has been a long time transit desert that lacks real rapid transit; and

WHEREAS University of Toronto-Scarborough Campus (UTSC) has the highest number of students accessing OSAP; and

WHEREAS long commute times and poor planning pose barriers for students living in Toronto and subsequently the Greater Toronto Area (GTA); and

WHEREAS post-secondary students reported skipping classes and extracurricular activities because of cost barriers and the length of time needed to commute;⁴ and

WHEREAS poor planning of public transit can have direct academic consequences and worsen the existing mental health crisis present on our campuses; and

WHEREAS the affordability of transit is highly connected to the affordability of higher education; and

WHEREAS the closure of the SRT will worsen the existing traits inequality present in Scarborough; and

WHEREAS the high cost of living and the climate crisis in large urban areas is highly linked to the accessibility and affordability of public transportation; and

WHEREAS there is a need for permanent provincial operational funding in order to improve the frequency and quality of service that all living in Toronto deserve; and

^{3]} Public Interest Advocacy Center, PIAC calls for Inquiry into Rogers outage, July 2022.

⁴ TTCRiders, Transform The TTC: Pandemic Recovery Fare Policy Report, June 2021.

WHEREAS there is a need for provincial leadership to fund the Eglinton East LRT;

Be IT RESOLVED that SCSU develop an educational fact sheet to inform its membership of the links between transit and education; and

BE IT FURTHER RESOLVED that SCSU include affordable and accessible transit as a campaign point for Lobby Week 2022/23; and

BE IT FURTHER RESOLVED that SCSU develop these two initiatives with reference to TTCRiders' [Transform the TTC!: Pandemic Recovery Fare Policy Report 2021](#) and [Keep Scarborough Connected: A Community Vision for a Busway and Green Public Space in the Decommissioned Scarborough RT Rail Corridor 2022.](#)

5. Adjournment

Motion

Moved: Sobowale

Seconded:

Be it resolved that the November 2nd, 2022 Board of Directors Special Meeting be adjourned.

Attendance: Manoharan, Sobowale, Higashihara, Abdelhameed, David, Fernandes, Sega, Zhang
Absent: Ali, Chandrasegar

1. **Call to Order: 5:11PM**
2. **Introduction**
3. **Equity Statement:**
4. **Expectations**

5. Approval of the Agenda

Motion

Moved: David

Seconded: Fernandes

Be it resolved that the agenda for the November 1st, 2022 Policy & Bylaws Committee meeting be approved as presented.

Motion carries

6. Credit Card Policy

OPERATIONAL POLICY - Credit Card Policy

Preamble

The SCSU does a high volume of transactions that creates financial strain on individuals required to utilize their personal resources to make necessary and pre-approved purchases for the Union. The SCSU serves to benefit from a corporate credit card for the following reasons:

- The staff will be able to purchase office supplies, software subscriptions and other items without submitting an expense report.
- The organization will be able to earn points on business expenses then receive membership rewards which can be used against our credit statement.
- SCSU will receive up-to-date online monitoring tools to enforce policy compliance, track expenses and creating reports.
- Card liability and protection such as Buyer's Assurance Protection Plan which extends the warranty on eligible purchases (computers, printers, etc.)
- In case of theft and damage, the Union will be able to get reimbursed for the amount.
- SCSU's business credit card shall have employee card misuse protection insurance. In the case that an employee does misuse this credit card, the Union will be able to get reimbursed through this insurance.

Procedures

In addition to the misuse insurance protection on the card itself, the following procedure will be implemented to ensure fiscal responsibility and strong financial controls:

- The Executive Director will be the only Cardholder for the credit card and the card will be in their name.
- The executives and staff will sign and abide by an employee credit card agreement acknowledging that the credit card belongs to the company and executive director.
- The Executive Director, VP Operations, President, Accountant shall be empowered to investigate charges as they fit.
- The Executive Team, the Executive Director, Accountant, Operations Coordinator, Internal Coordinator, Campaigns and Advocacy Coordinator, Graphic Designer, and Events & Membership Engagement Coordinator will only have access to request the use of the credit card. Any other individuals will not be able to request the use of the credit card.
- Like expense reports, two signing officers (Executive Director mandatory) will need written approval to purchase before authorizing the use of the credit card. In the case of subscriptions (i.e. Sage, Zoom, etc.) the credit does not need approval each month.
- All members who use the credit card for purchases will need to keep receipts and submit documentation with the date and purpose of the expense to the Accountant.
- In the event of misplaced receipts, the executive/staff member will have only one-time grace submission. If it occurs again, the individual's credit card privileges will be taken away.
- When not used, the credit card will be protected by the Accountant or Executive Director in their safe.
- The Accountant will create monthly credit card reports which will be forwarded to the Executive Director, President and VP Operations to ensure that they have approved of all expenses.
- The credit card will be paid within 5 business days once the credit statement has been created.

Redemption of Points

All points will be redeemed as Statement Credits against the Company's billing statement. As part of the Employee Agreement, no individual will be able to redeem points for gift cards, merchandise, Amazon.ca, retail rewards or any other redemption options.

At the point value of 168,000 and/or the last billing period of the calendar year, the Accountant will redeem points as Statement Credits against a future billing statement.

Card Misuse Protection

In the event where the Executive Director (cardholder of the credit card), the Vice- President Operations, President, Accountant, or Operations Coordinator, recognizes that there is an unauthorized transaction or series of transactions, including a cash advance, charged to the Company's Account.

Within two business days of the unauthorized transaction(s), any of these individuals will terminate and cancel the Card. In addition, any of these individuals will provide all information for the Proof of Loss application including, the completed claim form, all billing statements on which there is an identified Unauthorized Expense, explanation which supports the contention that the Unauthorized Expenses for which the Union is seeking a payment were inappropriate and did not benefit the company, and the copy of the employee/employer agreement for the use of the credit card.

If the total unauthorized amount of transaction(s) is greater than \$1.00 and less than \$200.00, any of these individuals will formally notify the Executive Committee of the unauthorized transaction(s). If the total amount of unauthorized transactions is greater than \$200, any of these individuals will need to notify the Finance Committee and the Board of Directors.

If the total amount of unauthorized transactions is greater than \$500, Scarborough Campus Students' Union will need to have a forensic audit completed. Moreover, the Scarborough Campus Students' Union will contact the appropriate authorities (including Toronto Police Service) to proceed with charges against the individual who incurred the unauthorized transaction(s). In addition, the Scarborough Campus Students' Union will request the individual who incurred the unauthorized transaction(s) to return the funds lost on the

transaction(s) to the Scarborough Campus Students' Union. If the individual does not provide the funds within five business days, the Scarborough Campus Students' Union will proceed with litigation against the individual who incurred the unauthorized transaction(s)

Motion

Moved: Sobowale

Seconded: Higashihara

Motion carries

7. Motions Submitted for AGM

ADVOCACY FOR AFFORDABLE AND ADEQUATE TELECOMMUNICATIONS

WHEREAS over 10 million Canadians were affected due to the widespread Rogers outage, affecting emergency services such as 9-1-1 calls, court proceedings and AriveCaN systems used for all incoming travelers;⁵ and

WHEREAS the dependency of key wireless infrastructures in Canada creates vulnerability in its cybersecurity for many Canadians, including students; and

WHEREAS the monopolization of the Canadian telecommunications by Rogers, having over 2.6 million internet subscribers, pose serious concerns for competition and Canada's quality, diversity and reliability are key to our telecom network; and

WHEREAS the over concentration of one company in Canada's telecommunications industry hurts students across Canada due the internet being a key utility for the operation of society and its function in our education; and

WHEREAS Canada has the highest rates for wireless internet this creates a financial barrier for many students in accessing their education, greater competition within this sector would bring rates down for everyone;⁶ and

WHEREAS Rogers has not fully disclosed to the public as to the cause of the outage;

BE IT RESOLVED that Canadian Federation of Students develop an educational fact sheet to inform its membership of the importance of the concentration of Canada's telecommunications, as well as outlining the different telecommunication plans and options that students can utilize; and

BE IT FURTHER RESOLVED that CFS lobby the federal government to push to recognize the internet infrastructure as a public utility; and

^{5]} The Globe and Mail, Rogers outage may weigh on decision around \$26-billion takeover of Shaw, Champagne says, July 2022.

^{6]} Canadian Media Concentration Research Project, Media and Internet Concentration in Canada, 1984–2020, December 2021.

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Motion

Moved: Higashihara

Seconded: Segal

Be it resolved that the Advocacy for Affordable & Adequate telecommunications be recommended for adoption and inclusion in the AGM packaged.

Motion carries

ADVOCACY FOR AFFORDABLE AND ACCESSIBLE TRANSIT

Vice President External /

WHEREAS Line 3 Scarborough RT (SRT) will close in 2023, at least 7 years before the planned subway extension is due to open; and

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Motion

Moved: Higashihara

Seconded: Fernandes

Be it resolved that the Advocacy for Affordable & Accessible Transit be recommended for adoption and inclusion in the AGM packaged.

Motion carries

10. Adjournment

Motion

Moved: Fernandes

Seconded: David

Motion Carries

Be it resolved that the November 1st, 2022 Policy & Bylaws Committee meeting be adjourned at 5:50PM