

SCARBOROUGH CAMPUS STUDENTS' UNION

Board of Directors Package

Thursday March 29, 2018

7:00PM

University of Toronto Scarborough Campus,
Student Centre - SL232

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 | Point of information. | YES | NO | NO | NO | No vote taken, chair rules |
| Object to something which prevents your continued participation (eg. excessive noise) | Point of personal privilege. | YES | NO | NO | NO | No vote taken, chair rules |
| Object to a motion being considered | I object to consideration of this motion. | YES | NO | NO | NO | 2/3 majority |
| Consider something out of its scheduled order | I move that the agenda be amended in order to deal with the following item . . . | NO | YES | YES | YES | 2/3 majority |
| Appeal the ruling of the chair | I appeal the ruling chair on . . . | YES | YES | YES | NO | Majority |
| Change a motion | I move that the motion be amended to read . . . | NO | YES | YES | YES | Majority |
| Have a motion studied more before voting on it | I move that the motion be referred to . . . | NO | YES | YES | YES | Majority |
| Postpone further discussion on a motion until later in the meeting | I move that the motion be postponed until . . . | NO | YES | Only to time | YES | Majority |
| Postpone consideration of a motion until a future meeting | I move that the motion be postponed until . . . | NO | YES | Only to time | YES | Majority |
| Defer consideration of a motion temporarily | I move that motion...be laid on the table | NO | YES | NO | NO | Majority |
| Raise a matter previously tabled | I move that motion . . . be lifted from the table. | NO | YES | NO | NO | Majority |
| Reconsider a motion already voted on earlier in the meeting. | I move that motion . . . be reconsidered. | NO | YES | YES (if original motion was) | NO | Majority |
| End debate on a motion | I call the question | NO | YES | NO | NO | 2/3 majority |
| Ask that everyone's vote on a particular motion be recorded in the minutes | I call for a roll call vote. | NO | NO | NO | NO | Majority |
| Recess the meeting. | I move that the meeting recess until . . . | NO | YES | Only to time | YES | Majority |
| End the meeting | I move that the meeting adjourn. | NO | YES | NO | NO | Majority |

Attendance

| Last Name | First Name | Constituency or Position |
|------------------|-------------------|---|
| Williams | Lavelle | Director of Anthropology and Health Studies |
| Sithamparanathan | Gobika | Director of Biological Sciences |
| Hamzai | Hanna | First Year Director |
| Mohamed | Nafisa | Vice-President Campus Life (ex – officio) |
| Srithas | Sitharsana | President |
| Frimpong | Nana | Vice-President Equity |
| Stojanovski | Sylvie | Director of Arts, Culture and Media |
| Hassan | Deena | Vice-President Operations |
| Zakir | Kubra | Vice-President External |
| Arayata | Christina | Vice-President Academics & University Affairs |
| Hosseini Nassab | Seyed Ali | Director of Philosophy |
| Dang | Raymond | Director of Political Science |
| Sahgal | Armaan | First Year Director |

Agenda

1. Call to order

The meeting is called to order at __:__

2. Announcements

3. Approval of Agenda

Motion Moved: Srithas Seconded:

Be it resolved that the agenda for the March 29, 2018 SCSU Board of Directors meeting be approved as presented.

4. Equity Statement

5. Approval of Minutes

Motion Moved: Srithas Seconded:

Be it resolved that the February 12, 2018 minutes package including the following documents be approved as presented:

- a) Board of Directors Meeting Minutes
 - i. February 2018 on Page 18
- b) Emergency Board of Directors Meeting Minutes
 - i. March 2018 on Page 46
- c) Policy & By-Law Committee Meeting Minutes
 - i. March 5th 2018 on Page 59
- d) Commission Minutes
 - i. February, 2018 on Page 73
- e) Executive Committee Minutes
 - i. January 18th 2018 on Page 75
 - ii. February 5th 2018 on Page 76
 - iii. February 15th 2018 on Page 78
 - iv. February 27th 2018 on Page 79
 - v. March 15th 2018 on Page 80
 - vi. March 22nd 2018 on Page 81

6. By-Law Violations

7. Motion – Commissions

Motion Moved: Sahgal Seconded

WHEREAS the Scarborough Campus Students' Union (SCSU) is committed to progressively, responsibly, and effectively representing and serving the changing needs of students; and

WHEREAS the SCSU has a purpose to safeguard the individual rights of the student, regardless of ethnicity, colour, creed, sex, nationality, place of origins, personal or political beliefs, gender, gender identity, sexual orientation, marital status, citizenship, class ancestry, and mental or physical abilities; and

WHEREAS the SCSU has a purpose to endeavour to bring about a fundamental redistribution of socio-political and economic power so as to permit substantially greater participation by students in making those decisions which affect their lives; and

WHEREAS the SCSU's Commission Procedures says that notice of meeting shall be given no less than seventy-two hours (72) prior to the start of the meeting; and

WHEREAS the SCSU's Commissions has provided information regarding monthly meetings through their website which has been inconsistent with actual monthly meetings; and

WHEREAS the SCSU's Commissions should have been made public throughout an accessible platform for all, but instead was promoted discretely on Facebook, which privileged some members of SCSU over others; and

WHEREAS two SCSU board of directors were not added to the list serve for commissions despite attending September's meeting; and

WHEREAS the SCSU has previous precedence of failing to include directors in their list serve; and

WHEREAS two SCSU board of directors have faced unnecessary obstacles created by the SCSU executives' negligence regarding commissions; and

WHEREAS two SCSU board of directors have completed all other required directors' responsibilities and have gone above and beyond these responsibilities; and

WHEREAS two SCSU board of directors were informed in a public setting of their automatic removal due to miscommunication among the SCSU executives and the executives' negligence to properly complete their duties; and

WHEREAS the SCSU lacks a grievance policy to discuss matters regarding elected officials, and

WHEREAS a previous board meeting had resolved this matter in the affirmative on the rights of such members listed, and

WHEREAS the SCSU has an accepted form of community precedent of giving personalized notice for all members related to a commission or committee, and

WHEREAS the dismissal of the members listed in this motion would be an affront to decency, fairness, and the fundamental principles of justice, and

WHEREAS the previous emergency SCSU board meeting held on March 7th violated SCSU's equity statement as two SCSU board of directors felt targeted through the public announcement of their removal; and

BE IT FURTHER RESOLVED that extensive measures be taken by Vice President Equity to make sure the equity statement is properly upheld; and

BE IT FURTHER RESOLVED that SCSU Commissions be advertised effectively and in an inclusive manner; and

BE IT FURTHER RESOLVED that the SCSU website information regarding Commissions be updated regularly to ensure accuracy and to aid in accessibility purposes.

8. CRO Report (Page 82)

Motion Moved: Srithas Seconded:
Be it resolved that the CRO report for the SCSU 2018 Spring Elections be approved as presented.

9. Ratification of 2018-19 Board of Directors

Motion Moved: Srithas Seconded:
Be it resolved that Nicole Brayianis be ratified as President for the 2018-19 fiscal year; and
Be it resolved that Ayaan Abdulle be ratified as Vice-President Academics & University Affairs for the 2018-19 fiscal year; and
Be it resolved that Hana Syed be ratified as the Vice-President External for the 2018-19 fiscal year; and
Be it resolved that Chemi Lhamo be ratified as the Vice-President Equity for the 2018-19 fiscal year; and
Be it resolved that Desmond Chan be ratified as the Vice-President Operations for the 2018-19 fiscal year; and
Be it resolved that Mobeen Lalani be ratified as the Director of Anthropology & Health Studies for the 2018-19 fiscal year; and
Be it resolved that Sylvie Stojanovski be ratified as the Director of Arts, Culture & Media for the 2018-19 fiscal year; and
Be it resolved that Hassan Syed be ratified as the Director of Biological Sciences for the 2018-19 fiscal year; and
Be it resolved that Soaad Hossain be ratified as the Director of Computer and Mathematical Sciences for the 2018-19 fiscal year; and
Be it resolved that Leeza Gheerawo be ratified as the Director of Centre for Critical Development for the 2018-19 fiscal year; and
Be it resolved that Kali Tadesse be ratified as the Director of Centre for French & Linguistics for the 2018-19 fiscal year; and
Be it resolved that Hanna Kassim be ratified as the Director of Human Geography for the 2018-19 fiscal year; and
Be it resolved that Ibrahim Awad be ratified as the Director of Management for the 2018-19 fiscal year; and
Be it resolved that Rebecca Saldanha be ratified as the Director of Philosophy for the 2018-19 fiscal year; and

Be it resolved that Zakia Fahmida be ratified as the Director of Physical & Environmental Science for the 2018-19 fiscal year; and

Be it resolved that Raymond Dang be ratified as the Director of Political Science for the 2018-19 fiscal year; and

Be it resolved that Jack Elkas be ratified as the Director of Psychology for the 2018-19 fiscal year; and

Be it resolved that Lousie Lagman be ratified as the Director of Sociology for the 2018-19 fiscal year; and

Be it resolved that Li Yang (Leon) Tsai be ratified as the Director of Historical & Cultural Studies for the 2018-19 fiscal year; and

Be it resolved that Zahra Tootonsab be ratified as the Director of English for the 2018-19 fiscal year; and

Be it resolved that Belal (Billy) Sahar be ratified as the Part-Time Director for the 2018-19 fiscal year.

10. Destroy Election Ballots

Motion Moved: Srithas Seconded:

Be it resolved that the ballots for the SCSU 2018 Spring Elections be destroyed.

11. Operational Policy – Student Centre Reserve Fund (Page 97)

Motion Moved: Srithas Seconded:

Be it resolved that the Operational Policy – Student Centre Reserve Fund be adopted as presented

12. Operational Policy – Human Resources Guideline on Civil Conduct (Page 99)

Motion Moved: Srithas Seconded:

Be it resolved that the Operational Policy – Human Resources Guideline on Civil Conduct be adopted as presented

13. Operational Policy – Human Resources Policy on Harassment and Discrimination (Page 103)

Motion Moved: Srithas Seconded:

Be it resolved that the Operational Policy – Human Resources Policy on Harassment and Discrimination be adopted as presented.

14. Operational Policy – DSA Funding Amendments (Page 111)

Motion Moved: Srithas Seconded:

Be it resolved that the Operational Policy – DSA Funding Amendments be adopted as presented

15. Motion – Multi-Faith Rooms

Motion Moved: Srithas Seconded:

WHEREAS the Scarborough Campus Students' Union (SCSU) has a mission statement to lobby for a campus that is equitable, inclusive, and accessible for all students at the University of

Toronto Scarborough (UTSC); and

WHEREAS the SCSU empowers students' to be faith and culturally sensitive, but SCSU itself is reluctant to faith and so far has not quite catered to meet the needs of students of faith at UTSC; and

WHEREAS previously this year, the SCSU held a non-faith event in the smaller multi-faith prayer room, and left it messy for another faith group to clean who were delayed in performing their religious and spiritual ritual; and

WHEREAS the SCSU needs to be respectful of the prayer spaces in the Student Centre and internally practice faith sensitivity as they preach it; and

WHEREAS despite SCSU operating the Student Centre, the SCSU does not maintain and sustain the multi-faith prayer rooms, does not help to clean it, and preserve the room for students of faith. Instead faith groups who use the multi-faith prayer rooms at the Student Centre are the ones who clean it and maintain it; and

WHEREAS the multifaith prayer rooms are outdated, the foot washing stations in the SCSU bathrooms are inadequately functioning and also inaccessible to many students who don't pray in the student centre; and

WHEREAS it is a commitment for the SCSU to represent all students on campus, including students of faith and their needs; and

WHEREAS the SCSU is also committed this year to creating and lobbying for more accessible bathrooms; so

BE IT RESOLVED that the SCSU immediately update and renovate the current multi-faith prayer rooms, with new partitions, carpet, resources, and fresh paint in the bigger multifaith prayer room, and new furniture, set-up, and fresh paint in the smaller multifaith prayer room; and

BE IT FURTHER RESOLVED that the SCSU update and add more foot washing stations in the student centre bathrooms (upstairs and downstairs), as the knobs on the current ones are broken so students can perform ablution; and

BE IT FURTHER RESOLVED that the SCSU lobby the university administration to build more foot washing stations in bathrooms across the campus, as many students find the Student Centre bathrooms inaccessible and out of reach.

16. Motion – By-Law Considerations

Motion

Moved: Srithas

Seconded:

WHEREAS a comprehensive by-law review is necessary for the well-functioning of the SCSU;

WHEREAS these gaps in the by-laws threaten the daily operations and special operations of the SCSU Whereas previous SCSU Policy and By-laws Committees have not submitted

amendments to the by-laws in recent years;

WHEREAS previous SCSU Board of Directors have also not submitted amendments to improve the by-laws in recent years;

BE IT RESOLVED that the Board of Directors take into consideration amending Bylaw III 1.3 from providing the membership 10 days notice of a general meeting to 14 days instead of 10 days;

BE IT FURTHER RESOLVED that the Board of Directors consider amending By-law III 1. by adding the following, "Winter Semester General Meeting" with the clauses underneath that heading being, "1. A winter term general meeting will be held between February 15th and March 15th of the current academic year to show the progress that SCSU has made towards advancing the objectives sought after by the executive committee.," and, "2. During this meeting, Board of Directors will present their progress on their projects to the union's membership";

BE IT FURTHER RESOLVED that the Board of Directors consider amending By-law III, 1.4. to change the numbers for an annual general meeting, from 500 to 700, and 1.4 to be amended to include, "The quorum required for a Winter General Meeting of the Union shall be no less than five hundred (500) Members of the Union, of whom at least forty (40) Members shall be present in person";

BE IT FURTHER RESOLVED that the Board of Directors consider amending By-law III 1.5., to add, "Minor programs may vote for their department director," and, "First years may not vote for their department director, but only for executive candidates";

BE IT FURTHER RESOLVED that the Board of Directors consider amending the dates specifically listed in By-law X 3. As August 1st, from August 1st to May 1st;

BE IT FURTHER RESOLVED that the Board of Directors consider amending By-law X 1., to include the clause, "Executives of the Union are considered abandoning their office when they have missed 5 board of directors meetings without adequate reason, and have missed at least 3 executive committee meetings per month without adequate reason, and shall receive a special hearing by the board of directors to rectify the situation";

BE IT FURTHER RESOLVED that the Board of Directors consider amending, By-law X, 3., to include the following, "For financial transactions that take place at commissions, commissions members may grant up to \$250 per project informally with explanation of where the money will be directed," and, "For projects that request over \$500, they will be required to make a formal presentation to the commission," and amending 3.(f) to read, "Quorum is three (3) non-Board members and three (3) members of the Board of the Commission(s) with at least one of those members being a Department Director.

17. Motion – Muslim Chaplaincy

Motion

Moved: Srithas

Seconded:

WHEREAS the role of the Muslim Chaplaincy at the University of Toronto Scarborough (UTSC) is to provide spiritual and faith-based counselling, mentorship and guidance to students of faith, establish programs, workshops and services that would improve and promote the mental health and spiritual wellbeing of Muslim students. All the while, being culturally sensitive and conscious of meeting unique intersectional identities and religious observances of all students; and

WHEREAS the Muslim student population is currently one of the largest faith group on campus; and

WHEREAS 93.2% of students of Muslim students surveyed by the Muslim Chaplaincy team feel the need for a full-time Muslim Chaplain; and

WHEREAS 94.6% of Muslim students surveyed by the Muslim Chaplaincy team believe a Muslim Chaplain is crucial for their mental health and the quality of their undergraduate experience at UTSC; and

WHEREAS the American political climate which attempts to temporarily ban people from several Muslim-majority countries has resulted in the "Trump effect" as international Muslim students reconsider pursuing education in America. This has resulted in a significant increase in applicants to University of Toronto Scarborough as per University of Toronto spokeswoman Larysa Woloszansky. The school has received 22 % more international applications for the 2017 school year compared with the previous 2016 academic year; and

WHEREAS many Muslim students feel disengaged from their Islamic identity due to political and social pressures; and

WHEREAS 94.6% of Muslim students surveyed by the Muslim Chaplaincy team believe the Muslim Chaplaincy can help empower their identity in order to deal with the challenges and effects of racism and Islamophobia on campus; and

WHEREAS 21.6% of Muslim students surveyed by the Muslim Chaplaincy team have experienced a form of Islamophobia or have felt unsafe on campus; and

WHEREAS 58.1% of Muslim students surveyed by the Muslim Chaplaincy team believe other counselling services on campus do not do an effective job of providing faith-sensitive guidance to Muslim students; and

WHEREAS the Scarborough Campus Students' Union (SCSU) Mental Health Survey identified cultural gaps in the services provided by the Health and Wellness Centre; and

WHEREAS over the past year, three Muslim students have committed suicide at the University of Toronto due to extreme mental health issues; and

WHEREAS the Muslim Chaplaincy at UTSC has helped prevent over six Muslim student suicides at the Scarborough Campus in the past academic year; and

WHEREAS over the past academic year the Muslim Chaplaincy has held 137 counselling sessions accommodating the needs of 100 students on campus. Of these students, 20 students came back for recurring sessions; and

WHEREAS there has been an overwhelming increase in the number of students who are booking counselling appointments with the Muslim Chaplaincy at UTSC. There is a large demand for the service, but due to limited office space and funding, it is difficult to accommodate for the increasing demand; and

WHEREAS UTSC on the principles of equity, inclusion, and diversity and the SCSU (referencing SCSU's current mission statement) aims for a more safer and inclusive campus; and

WHEREAS the Canadian Federation of Students and the SCSU has a long-standing commitment to challenging systems of oppression, including the "Anti-Islamophobia" campaign and "Challenge Racism" under the United For Equity Campaign; and

WHEREAS Islamophobia, racism and other forms of discrimination intersecting with student mental health affects students across the Scarborough campus; and

WHEREAS it is important for the SCSU to meet the needs of Muslim students on campus to counter the rampant Islamophobia that students face; and

WHEREAS as students, we need to ensure that the SCSU is fulfilling their responsibility to collectively challenge these systems of oppression on campuses and beyond while supporting and resourcing the Muslim community at UTSC; and

BE IT REOLVED that the SCSU allows the Muslim Chaplaincy to utilize and share the Racialized Students' Collective space to hold counselling sessions for students, as was similarly done by Ryerson Students' Union at Ryerson University, which permits their centres to be used by their chapter of the Muslim Chaplaincy to function; and

BE IT FURTHER RESOLVED that the SCSU commits to creating a permanent space for Muslim Chaplaincy in the upcoming SCSU expansion plans and goals; and

BE IT FURTHER RESOLVED that \$25,000 is donated by the SCSU to help fund the operational costs to sustain the service; and

BE IT FURTHER RESOLVED that the SCSU donate \$25,000 annually to the Muslim Chaplaincy to aid in the operational costs required to sustain a vital and important service for Muslim students at UTSC; and

BE IT FURTHER RESOLVED that the SCSU connect with Canadian Federation of Students—Ontario to investigate more thoroughly for spiritual and faith-sensitive mental health services on campuses across the province; and

BE IT FURTHER RESOLVED that the SCSU connect with the Muslim Chaplaincy at UTSC to

seek ways of further supporting this service as it is extremely vital for the Muslim students on campus.

18. Motion – Justice for Soli

Motion

Moved: Srithas

Seconded:

WHEREAS Soleiman Faqiri was an inmate living with mental health issues, and was brutally murdered by prison guards in his cell in the "most complained about jail" at Central East Correctional Centre in Lindsay on December 15, 2016; and

WHEREAS Soleiman Faqiri was a visible Muslim individual living with schizophrenia under government care; and

WHEREAS the family was concerned about Soleiman Faqiri's care through Central East Correctional Centre before his death, requesting a mental health assessment three days before he was murdered; but the family never received this assessment; and

WHEREAS the Coroner's report was supposed to be released 6-8 weeks after Faqiri's murder, but after seven months, the report was officially released;

WHEREAS without the coroner's report, Faqiri's lawyers were not able to access any files or video recordings of Soleiman Faqiri in the prison system; and

WHEREAS it has been revealed that despite the prison administration knowing that Soleiman Faqiri was mentally ill and diagnosed with Schizophrenia, he was placed in segregation, otherwise known as solitary confinement; and

WHEREAS Soleiman Faqiri was brutally beat inside his jail cell, with his legs and arms cuffed, pepper sprayed, and then covered with a spit hood; and

WHEREAS the coroner's report did not identify the guards involved or the legal consequences for their actions; and

WHEREAS a campaign called 'Justice For Soli' was launched in efforts to seek justice for Soleiman Faqiri and his family; and

WHEREAS the Ministry of Community Safety and Correctional Services refused to make a statement on Soleiman Faqiri's arrest and murder; and

WHEREAS Soleiman Faqiri's death was due to a lack of education and training of officials with mental illness awareness; and

WHEREAS the Canadian Federation of Students-Ontario (CFS-O) and the Scarborough Campus Students' Union (SCSU) has a long-standing commitment to challenging systems of oppression, including the Anti-Islamophobia campaign and "Challenge Ableism," under the United for Equity campaign; and

WHEREAS the brutal murder of Soleiman Faqiri is clearly an instance of Islamophobic death and a hate crime against differently abled people; and.

WHEREAS Islamophobia, ableism, and all other forms of discrimination affect students across the province; and

WHEREAS as student representatives, it is our responsibility to collectively challenge these systems of oppression;

BE IT RESOLVED that SCSU endorse the Justice For Soli campaign; and

BE IT FURTHER RESOLVED that SCSU support the campaign by writing a letter to Marie-France Lalonde, Minister of Community Safety and Correctional Services (and/or other relevant bodies), and that this letter condemn the actions of Central East Correctional Centre, demand that the names/identification of the guards involved with the murder of Soleiman Faqiri be made public and that these guards face appropriate legal consequences for their actions; and

BE IT FURTHER RESOLVED that SCSU support the campaign by lobbying Marie-France Lalonde , Minister of Community Safety and Correctional Services (and/or other relevant bodies) to call for a review of relevant mental health training procedures through correctional services across the province; and

BE IT FURTHER RESOLVED that the SCSU make a donation of \$1000 to the Justice For Soli organization to help sustain the operational costs of the movement; and

BE IT FURTHER RESOLVED that the SCSU connect with the organizers of the Justice For Soli campaign to seek ways of further supporting.

19. Executive Report (Page 13)

20. Adjournment

Motion Moved: Srithas Seconded:

Be it resolved that the February 12, 2018 SCSU Board of Directors meeting be adjourned.

Executive Report

Services & Operations

Scarborough Campus Students' Union (SCSU)

INCOME STATEMENT

| | Jan-18 | Description of Accounts |
|-----------------------------------|---------------------|---|
| REVENUE | | |
| Student Fees | \$194,650.23 | Health & Dental fee, SCSU Membership fees |
| Space Rental Income | \$27,713.87 | Tenant Fee's and Conference Room Rental |
| Services Revenue | \$4,185.55 | Discounted Tickets, Lockers & Postering |
| Event Sales | \$3,671.36 | Orientation, Boat Cruise, Mosaic, etc |
| Metropasses | \$100,666.89 | TTC Merchandise |
| Vending Commissions | \$0.00 | Vending machine commissions |
| Advertising Revenue | \$0.00 | Student Center advertising and agenda book ad revenue |
| Other Income | \$123.50 | Investment, Grants, Sponsorship |
| TOTAL REVENUE | \$331,011.40 | |
| EXPENSE | | |
| Salaries, Wages & Benefits | \$46,744.59 | Salaries, wages, honorariums, and benefits |
| Supplies | \$2,054.32 | Office, computer, photocopier, and general supplies |
| Ticket Purchases | \$1,166.25 | Discounted Tickets |
| Internal Services | \$2,915.79 | Postage, Insurance etc. |
| Metropasses | \$102,967.25 | TTC Merchandise |
| Event Costs | \$1,128.73 | Orientation, Spring Formal & other event costs |
| Elections | \$1,168.33 | Election related costs (candidate reimbursement, materials, etc.) |
| Meetings | \$9.71 | Annual General Meeting, General Meeting & Meeting Costs |
| Programming Costs | \$1,771.23 | Campaigns, VNP, Food Centre, RSC and Appreciation |
| Funding | \$5,431.45 | Clubs Funding, DSA Funding, Donations and Bursaries |
| Professional Development & Travel | \$6,078.00 | Continuity, Transportation and Travel |
| Building Repairs & Maintenance | \$29,082.85 | Repairs and maintenance costs for the building |
| Professional Fees | \$0.00 | Legal fees, Auditing Fees, etc |
| Telephone & Communications | \$1,940.24 | Phone Charges |
| Bank Charges | \$200.55 | General Bank Charges |
| TOTAL EXPENSES | \$202,659.29 | |
| NET INCOME | \$128,352.11 | |

Scarborough Campus Students' Union (SCSU)

INCOME STATEMENT

| | Feb-18 | Description of Accounts |
|-----------------------------------|---------------------|---|
| REVENUE | | |
| Student Fees | \$0.00 | Health & Dental fee, SCSU Membership fees |
| Space Rental Income | \$52,493.24 | Tenant Fee's and Conference Room Rental |
| Services Revenue | \$670.39 | Discounted Tickets, Lockers & Postering |
| Event Sales | \$1,570.00 | Orientation, Boat Cruise, Mosaic, etc |
| Metropasses | \$48,993.75 | TTC Merchandise |
| Vending Commissions | \$0.00 | Vending machine commissions |
| Advertising Revenue | \$0.00 | Student Center advertising and agenda book ad revenue |
| Other Income | \$2,622.42 | Investment, Grants, Sponsorship |
| TOTAL REVENUE | \$106,349.80 | |
| EXPENSE | | |
| Salaries, Wages & Benefits | \$68,488.66 | Salaries, wages, honorariums, and benefits |
| Supplies | \$1,149.27 | Office, computer, photocopier, and general supplies |
| Ticket Purchases | \$421.52 | Discounted Tickets |
| Internal Services | \$1,428.18 | Postage, Insurance etc. |
| Metropasses | \$52,052.50 | TTC Merchandise |
| Event Costs | \$7,066.86 | Orientation, Spring Formal & other event costs |
| Elections | \$8,689.77 | Election related costs (candidate reimbursement, materials, etc.) |
| Meetings | \$0.00 | Annual General Meeting, General Meeting & Meeting Costs |
| Programming Costs | \$11,182.67 | Campaigns, VNP, Food Centre, RSC and Appreciation |
| Funding | \$8,478.06 | Clubs Funding, DSA Funding, Donations and Bursaries |
| Professional Development & Travel | \$60.40 | Continuity, Transportation and Travel |
| Building Repairs & Maintenance | \$0.00 | Repairs and maintenance costs for the building |
| Professional Fees | \$276.64 | Legal fees, Auditing Fees, etc |
| Telephone & Communications | \$0.00 | Phone Charges |
| Bank Charges | \$296.64 | General Bank Charges |
| TOTAL EXPENSES | \$159,591.17 | |
| NET INCOME | -\$53,241.37 | |

Campaigns & Advocacy

Student Academic Forum

Tuesday February 13 the VP AUA, President, VP Equity, and VP Campus Life met with University Administration to discuss academic matters on campus. Items that were discussed focused around academic accessibility. What was included in this conversation are the CR/NCR update (which we successfully got this year), the implementation of a self-declared sick note pilot, and AccessAbility appointment wait times. For more information please contact Christina at academics@scsu.ca

Academic Travel Fund and Partnership Committee

Tuesday February 13 and Wednesday March 14 the VP AUA attended the Academic Travel Fund and Partnership Committee for rounds 3 and 4. This is where funding packages were examined by the AUA and University Administration for students who were seeking funding for Partnership events on campus and academic excursions. For more information please contact Christina at academics@scsu.ca

Love is in the Air

Wednesday February 14 and Thursday 15 the VP AUA and the following DSAs collaborated to provide a Valentine's Day two day tabling event: SOS, SELF, ARTSA and HCSSA. For more information please contact Christina at academics@scsu.ca

Study Space Working Group Meeting

Tuesday March 6 VP AUA met with the Study Space Working Group to discuss Highland Hall, updates on the Study Space App, exam schedule, and exam study space. For more information please contact Christina at academics@scsu.ca

Undergraduate Research Symposium

Saturday March 14 VP AUA hosted the Undergraduate Research Symposium - Reclaiming Derivatives. There were six student presentations from various disciplines - each speaker was awarded a \$100 honorarium for their work. The Vice Dean of Academics Mark Schmuckler provided the morning Keynote, and Catherine Hernandez the author of "Scarborough" provided us with the closing keynote. The event was a success. For more information please contact Christina at academics@scsu.ca

Healing Through Art Workshop

On March 21st, Kai Cheng Tom came to campus as part of a collaboration between SCSU and the Positive Space Committee. The event began with a performance of poetry by Kai and then turned into a Q+A between herself and attendees. For more information contact equity@scsu.ca.

#MeToo Panel Conversation at IDERD

On March 21st, VP Equity served as one of three panelists at the IDERD Conference on a panel about the #MeToo Movement as it relates to Racialized bodies. For more information about the scope of the conversation contact equity@scsu.ca.

MP Salma Zahid's International Women's Day

On Saturday March 10th, SCSU President and VP AUA was invited to make a presentation on efforts and initiatives SCSU has taken to support women identified people at the University of Toronto Scarborough

Campus. The executives talked about various events, campaigns and advocacy the SCSU has done and continues to do in support of all women. For more information, contact president@scsu.ca.

Leaders Meet & Greet with Minister Hunter

On Wednesday March 14, SCSU President coordinated a Leaders Meet and Greet in collaboration with Centennial College Students' Association Inc., where student leaders from both campuses were invited to discuss the importance of experiential learning in post-secondary. There were further discussion on how the province's mandate is going to look like in reality at post-secondary institutions. For more information, contact president@scsu.ca.

Student Town Hall with Minister Mitzie Hunter

On Wednesday March 14, SCSU and CCSAI collaborated on the second town hall for the year. The student town hall series started with the goal of getting students more involved in politics and to promote civic engagement. At the town hall, students engaged in conversation with Minister Hunter on a variety of issues such as the new OSAP funding, healthcare, transit/infrastructure, jobs for youth, support for indigenous learners and international students, and much more. For more information, contact president@scsu.ca.

Events & Programming

Black Out - Annual Black History Month Showcase

On February 15th, SCSU along with Caribbean Connections and the African Students' Association held their annual Black History Month Showcase. The show consist of various talents such as singing, spoken word, dancing. Black businesses were invited to participate as vendors for the event to help promote their businesses. After the show, we hosted an after party at the Rex's den to complete the night. If you have any questions about this event, please contact campuslife@scsu.ca.

Montreal Reading Week Trip

From February 21st to February 24, SCSU partnered with TNT tours to host the annual Montreal Trip. TNT offers a variety of activities for students to attend, such as city tours, skiing, and club events. If you have any questions about this event, please contact campuslife@scsu.ca.

Cultural Mosaic

This year was the 25th annual Cultural Mosaic, where the UTSC community could showcase the diversity it has. Campus groups were invited to participate in ways they would like to showcase their cultures and groups. Participation consisted of dances, singing, and food giveaways. If you have any questions about this event, please contact campuslife@scsu.ca.

All the Stars - Annual Spring Formal

On March 22, SCSU held the annual spring formal. This is the end of the year event to award various groups and individuals who students nominate based on why they feel they should be recognized this year. The night was filled with prizes, food, drinks and dancing to end off the year. If you have any questions about this event, please contact campuslife@scsu.ca.

**Meeting Minutes of Board of Directors Meeting #10 of the Scarborough Campus Students' Union
Monday February 12th, 2018 | 7:10 PM | SL-232, UTSC Student Centre**

Board of Directors, Scarborough Campus Students' Union

| LAST NAME | FIRST NAME | CONSTITUENCY OR POSITION |
|---------------------|-------------------|---|
| ✓ Williams | Lavelle | Director of Anthropology and Health Studies |
| Sithamparanathan | Gobika | Director of Biological Sciences |
| ✓ Vigneswaramoorthy | Vanessa | Director of English |
| ✓ Touman | Sarah | Director of Psychology |
| ✓ Mohamed | Nafisa | Vice-President Campus Life (ex – officio) |
| ✓ Srithas | Sitharsana | President |
| ✓ Frimpong | Nana | Vice-President Equity |
| ✓ Stojanovski | Sylvie | Director of Arts, Culture and Media |
| ✓ Hassan | Deena | Vice-President Operations |
| Weaver | Curtis | Director of Physical and Environmental Sciences |
| ✓ Zakir | Kubra | Vice-President External |
| Gupta | Radhika | Director of Critical Development Studies |
| ✓ Arayata | Christina | Vice-President Academics & University Affairs |
| ✓ Morris | Ashley | Director of Sociology |
| ✓ Gupta | Rahul | Director of Computer & Mathematical Sciences |
| ✓ Sahgal | Armaan | First Year Director |
| ✓ Hamzai | Hanna | First Year Director |
| Caluag | Claire | Director of French & Linguistics |
| ✓ Jahangir | Hania | Director of Historical & Cultural Studies |
| Nouri | Rosia | Director of Management |
| ✓ Hosseini Nassab | Seyed Ali | Director of Philosophy |
| ✓ Dang | Raymond | Director of Political Science |

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1. Call to order

A quorum being present, the Chair called the meeting to order at approximately 6:24 p.m.

2. Announcements

Srithas announced the Tax Clinic is well underway. The dates of the Tax Clinic will be posted on the SCSU website. Srithas stated that the SCSU does students' taxes for free through the Tax Clinic services.

3. Approval of Agenda

MOTION

Moved: Srithas

Seconded: Williams

Sahgal motioned to amend the agenda to include following motions: a motion to re-elect the President of the 2017-2018 election year, the approval of the specific motion to re-elect the President of the 2017-2018 election year, and a motion for a General Meeting.

The Chair stated that those are all motions that need to be submitted in advance to be included in the agenda. The Chair gave an example of an acceptable amendment to the agenda: moving the Executive Report to later in the meeting because you have other business that needs to be dealt with and you cannot stay for the entire meeting due to time constraints.

Katie asked for a point of information regarding which motions are non-negotiable.

The Chair stated the motions regarding the re-election of the president and the General Meeting are non-negotiable.

Katie asked if the general student is able to understand how to submit motions in advance.

The Chair answered in affirmation. The Chair stated that the SCSU Policy and By-laws are available on the SCSU website and students could consult the Board of Directors, who are familiar with the process of submitting motions for the Board meeting.

Sahgal stated that the other First Year Director did not know that Board of Director meetings existed until today. Sahgal asked how he was expected to know he had to submit motions in advance since he was not given any real orientation other than receiving emails with packages that did not have his name on the attendance list. Sahgal stated it was unfair because the First Year Representatives did not have an opportunity to understand union rules.

The Chair stated that she would talk to the Executives about ensuring there is more substantial orientation for First Year Representatives. The Chair added that folks on the Board received their orientation in May prior to their positions.

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Katie asked for a point of information on whether the First Year Directors were elected after May.

The Chair answered in affirmation. The Chair stated she would talk to Executives about having an orientation for the First Year Directors so they are aware of their position, the policy and by-laws, etc.

Katie asked whether it should be the Executive's responsibility to ensure that Directors are attending Board meetings since the First Year Directors are stating there was no information about the Board of Director meetings. Katie stated it is also the Director's responsibility to know when they should be attending Board meetings. Katie stated that when she was a Director they used WhatsApp and she is wondering why students have not been aware of meetings.

Srithas stated that they had a brief orientation to talk to Directors about their roles and go over by-laws. Srithas apologized to Sahgal for not including his name in the attendance list. Srithas explained that the VP Operations typically puts together the Board Package but over the past months, several Executives have taken on the role of making the Board Package. Srithas stated there was a lack of communication on the Executives' part and apologized for that. Srithas stated that the both First Year Directors' emails were added to Listerv but she does not know if it was communicated.

Hanna stated she did not receive any emails regarding the Board of Director meetings.

Srithas stated they could talk offline and ensure that this issue is fixed as soon as possible. Srithas apologized and stated it was to her understanding that their emails were added to Listerv. If that is not the case, they will fix that as soon as possible.

The Chair stated that the Executives would work on that for the next meeting and she will chat with them offline.

Sahgal motioned to override the Chair.

The Chair asked Sahgal for clarifications of what he meant and the purpose for overriding the Chair. The Chair stated that he could not override the policy and by-laws but he could override the Chair if he thought she made a call that did not follow the SCSU Policy and By-Laws.

Sahgal stated he wants justice for his first year constituents and all Board of Director constituents. He wants to override the Chair because he wants to participate in setting the agenda and make changes to the agenda of this meeting.

The Chair stated she understands but that doesn't necessarily mean overriding her. The Chair explained that her role is to facilitate meetings based on the agenda provided. The Chair stated that it is the Director's duty to read the policy and by-laws of the Board. The Chair stated that she

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would talk to the Executives about providing an orientation to First Year Directors to help them learn about SCSU Policy & By-Laws following this meeting and ensure that the Executives provide this orientation for the 2018-2019 Executives.

Stojanovski asked if it would be possible to go over the SCSU Mission Statement in addition to the Equity Statement.

The Chair entertained Stojanovski 's request and asked Frimpong to read the SCSU Mission Statement in addition to the Equity Statement.

Michael asked where the procedure to add items to the agenda is outlined.

The Chair stated it is outlined on page 9, section 1.3 of the SCSU By-Laws. The Chair explained the procedure of adding items to the agenda of a Board of Director meeting. 10 days prior to the meeting folks can put forward a motion they want to consider at the upcoming meeting. The Chair stated that folks around the table get to look at the motions brought forth ahead of time and talk about it at the meeting.

Michael asked if Board of Director meetings were governed by Robert's Rules of Order.

The Chair answered in affirmation. The Chair stated that in terms of getting dates for adding or amending the agenda it is done 10 days in advance.

Michael asked if only people on the Board could put forth motions.

The Chair stated that students in the constituency could also put forth motions.

Jahangir requested a point of information about adding motions to the agenda. Jahangir was under the impression that if anyone on the Board did not agree with the agenda or wanted to add motions, they would amend the agenda during the approval of the agenda.

The Chair explained the difference between amending the agenda and adding motions to the agenda. In order to add a motion to the agenda, one must submit the motion 10 days in advance to give people fair notice.

Diane asked if Board Packages are available online. If so, how could people be aware of the governance of Board of Director meetings.

Srithas stated that the Board packages are made available online once they are approved by the Board. Srithas stated the dates of the Board meetings are available online prior to the meeting. Srithas clarified that notice of the meeting is given in advance, not the package.

Dang stated that the passage on 1.3 does not specify when motions should be added to the

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agenda; it just mentioned that notice will be given prior. Therefore, there is nothing in the SCSU By-Laws that prohibits a SCSU member from amending the agenda any point in time.

Chair stated that this information is found under the Operational Policy of Board of Director meetings, under motions. The Chair quoted, "For any motion to be included in the agenda, it must be sent to the figure of the Board (the Chair), the President and the Vice President, at least 122 hours or 5 days prior to the Board Meeting at which it will be considered".

Dang requested a point of information regarding the previous statement that Board of Directors cannot amend the agenda because the operational policy states that the Board can submit a motion and if they get a 2/3 vote, they can amend the agenda.

The Chair stated this was only for emergency motions.

The Chair asked for clarification of what is being asked: adding items to the agenda or emergency motions.

Dang stated that he was referring to emergency motions.

The Chair asked Sahgal to give justification of why the motions were emergency motions.

Sahgal stated that since the all candidates meeting he was attacked and insulted by constituents who perceive SCSU as an opaque corrupt body. Sahgal stated there is distrust in the institution amongst the public in a short period of time; therefore, it should qualify as an emergency. Sahgal stated that the motions were necessary to aid in the resolution of this time of crisis.

The Chair asked Sahgal to outline the motions he proposed. The Chair stated she would write them down and determine if they meet the criteria of an emergency motion.

Sahgal proposed a motion to re-elect the President in the 2017-2018 election year because the legitimacy of the institution (the SCSU and the President) are under question of the public.

The Chair stated that the Board is not ratifying any Executives at this meeting because it is not on the agenda. The Chair stated that the Board will receive a report from the CRO at the next Board meeting then they can choose to not ratify any particular Executive Member. If the Board felt the election was not conducted well they can choose to not ratify the Executive Member, which would strike a re-election.

Sahgal proposed a specific motion for the re-election of the President position in the 2017-2018 election year. Sahgal proposed a motion for a General Meeting and rationalized that there was a need to restore the legitimacy of the SCSU.

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The Chair stated she would consult the SCSU By-Laws to determine what is required to call for a General Meeting.

After consulting the SCSU By-Laws, the Chair stated she would entertain Sahgal's motion for a General Meeting. The Chair stated that the Board needs to vote on the motion for a General Meeting and she would add Sahgal's motion to the agenda.

Motion to Amend the Agenda

MOTION

Moved: Sahgal

Seconded: Morris

A motion was put forth to amend the agenda and add the Discussion of the General Meeting as item 8.

Vote: All in favour

MOTION CARRIED

The Discussion of the General Meeting was added as item 8 of the agenda.

In regards to the re-election of the President, the Chair stated that the Board cannot have this conversation yet because they did not receive the CRO Report. The Chair urged Sahgal to have a conversation when the CRO presents his report at the next meeting.

Dang stated that according to the SCSU By-Laws, the CRO is required to present at the next board meeting. Dang stated it is improper procedure for him not to present at this board meeting.

The Chair stated that elections are still taking place for a number of positions and the CRO cannot present his report until all elections are completed. Once the SCSU receives the unofficial results the CRO will present his report then they can entertain questions, such as whether the President position should be re-elected.

Katie requested a point of personal privilege. Katie requested the agenda be put on the screen.

Srithas stated that all the locks in the SCSU office were changed this past week and the laptop is locked in the SCSU office because they do not have the keys for the new locks. Srithas offered to have a scribe to write down the agenda on the board.

The Chair appointed Mohamed to be the scribe and write down the agenda on the board.

Dang requested a point of information to give 3 folks speaking rights. Dang stated they want to put forth an emergency motion regarding the Justice of Colton Boushie initiative.

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The Chair stated she would add the Justice of Colton Boushie emergency motion in Other Business.

Dang asked if speaking rights could be given to Fateha, Katie and Diane so they could speak on this matter.

The Chair stated she would grant Fateha, Katie and Diane speaking rights once the agenda is approved.

Stojanovski requested a point of information to go over the Agenda.

The Chair outlined the Agenda.

Jahangir asked why the Directors did not have voting cards.

The Chair replied the voting cards are locked in the SCSU office as well. The Chair asked folks to put their hands up to vote.

Be it resolved that the agenda for the February 12th, 2018 SCSU Board of Directors meeting be approved as amended.

Vote: All in favour

MOTION CARRIED

4. Equity Statement

Frimpong read the SCSU Mission Statement and the Equity Statement and the Acknowledgement of the Lands we occupy of the Mississauga New Credit First Nation.

5. Approval of Minutes

MOTION

Moved: Srithas

Seconded: Arayata

Be it resolved that the February 12th, 2018 minutes package including the following documents be approved as presented:

- a) Board of Directors Meeting Minutes
 - i. January 2018 on Page 8
- b) Bursary Funding Committee Meeting Minutes
 - i. December 13, 2017 on Page 32
- c) Clubs Funding Committee Meeting Minutes
 - i. January 30, 2018 on Page 33
- d) Commission Minutes
 - i. January 30, 2018 on Page 39

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Dang stated that in the previous meeting there was a decision not to report back to students about what happened during the ERC meeting. During the last meeting the Chair stated no minutes came out of the ERC and this statement inadvertently misled the Board. Dang stated that the ERC produced detailed minutes about when they met on 5 different occasions. Dang asked if that statement could be corrected and if an ERC report could be retrieved.

The Chair apologized for her phrasing and clarified what she said previously. The Chair explained that ERC meeting minutes were not made public because the topics they deal with are confidential in nature; the only ERC meeting minutes included in the Board of Director meeting agenda deal with money allocated to a particular committee.

Dang requested to make changes to the minutes of a Board Package from 2 meetings ago.

The Chair stated it is too late change the minutes from the previous meetings because they were already approved; however, Dang could make changes if the meeting is included in this board package.

Vigneswaramoorthy asked why new Board members are not being ratified at this meeting.

The Chair stated that elections are still in progress; once all elections close the Board will receive the CRO report and ratify the new Board members at the next meeting.

Vote: All in favour

MOTION CARRIED

6. Executive Report

MOTION

Moved: Srithas

Seconded: Sahgal

Services & Operations

Srithas explained there was no Service and Operations portion of this Executive Report because the SCSU receives the monthly Income Statement on the 15th of the each month. Srithas stated that the January, February and March Income Statements would be presented at the March Board of Directors meeting.

Campaigns & Advocacy

Srithas spoke on Transit Survey Meeting

On January 26th, SCSU President and Graduate Student Rep Conor Anderson presented the findings of the UTSC Commuter Survey to CAO Andrew Arifuzzaman. Here are some of the findings:

- 1,335 respondents (92% undergrads, 8% grads)
- one fourth of the students live within 5 km radius, 90% live within 25 km radius

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- 85% students attend UTSC 3-5 days/week
- 86% students use public transit; only about two-fifths students are satisfied with their commuting experience

For more information, contact president@scsu.ca.

Srithas spoke on Meeting with UTSC Upper Executive

On February 6th, SCSU President, VP AUA, VP Equity and VP Campus Life met with the UTSC Upper Executive, which consists of Principal Bruce Kidd, Vice-Principal and Dean Bill Gough, Acting Vice-Principal Research Marc Cadote, CAO Andrew Arifuzzaman, Dean of Student Affairs Desmond Pouyat, Executive Director, Development & Alumni Relations Georgette Zinaty. We followed up with several of the priorities and recommendations that the SCSU Executive put forward through student consultations. We discussed the following: availability and supply of free Menstrual Products, follow-up on Monthly Parking Passes for Students, repurpose space to recreational space, student representation on Self-Declared Sick Notes Working Group and updates on CUPE 3902. Conversations are ongoing. For more information, contact president@scsu.ca.

Srithas spoke on Meeting with Centennial College Students' Association (CCSAI)

On February 6th, SCSU President met with Centennial College Students' Association President, Ravneet Kaur, to continue to work together by leveraging our geographic proximity and strengthening our partnership. We had discussed our commitment to continuing to work together on student issues such as better transit, support for international students and possible event collaborations. Conversations are ongoing. For more information, contact president@scsu.ca.

Srithas spoke on Chief Administrative Officer Forum

On February 7th, SCSU President, VP AUA, VP Campus Life and student representatives from SC:OUT met with CAO Andrew Arifuzzaman to advocate on the following: follow-up on Gender Inclusive Washroom Signs across campus, Hot Water Machine Installation in the IC, and repairing Accessibility Button Repairs. SCSU was able to get a commitment from Andrew to working on these items. For more information, contact president@scsu.ca.

Frimpong spoke on Cultural Connections

The first of eight sessions for wellness centered around racialized students began on February 2nd. February 9th's session was the last possible date for newcomers to join the group. After this session, the group will be closed to respect the privacy of the students involved. For more information, please contact Nana at equity@scsu.ca and/or Christina at academics@scsu.ca.

Frimpong spoke on Health and Wellness Advisory Committee (CSS Subcommittee)

Friday January 26, the VP AUA and the VP Equity attended the Health and Wellness Advisory Committee. There was a discussion towards the promotion and visibility of the Health and Wellness Center, new walk-in system, and a peer support wellness program. For more information please contact Christina, VP AUA at academics@scsu.ca or Nana, VP Equity at equity@scsu.ca

Arayata spoke on Meeting with Academic Integrity Office

Friday January 26, VP AUA and VP Equity met with Nisha Pachal from the Academic Integrity Office. Matters that were discussed was the education on academic integrity (especially in the first years of

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University) and ways in which we can make the academic integrity appeals process more clear and accessible to students. For more information please contact Christina at academics@scsu.ca

Arayata spoke on **Meeting with Mark Schmuckler**

Wednesday January 31, VP AUA met with Mark Schmuckler. Items that were discussed are: self-declared sick notes, academic rights within the syllabus, CUPE3902, academic integrity, and the removal of the \$15 exam review fee as it does not exist at the St. George Campus. For more information please contact Christina at academics@scsu.ca

Arayata spoke on **DSA Council**

Monday February 5, VP AUA chaired DSA Council. DSA Funding procedures were reviewed at this meeting. Items that were discussed were: academic integrity, CUPE3902, academic rights, self-declared sick notes, DSA updates. For more information please contact Christina at academics@scsu.ca

Arayata spoke on **AART**

Tuesday February 6, VP AUA attended the AART meeting. A review of the terms of reference for this committee was reviewed in order to get a better understanding of the goals that we are trying to achieve through these meetings. Defining and achieving student success was also a topic that was discussed. For more information please contact Christina at academics@scsu.ca

Events & Programming

Srithas spoke on **Tamil Heritage Month Closing Reception**

On February 2nd, Scarborough Campus Students' Union, in partnership with UTSC Tamil Students' Association, hosted the first ever Tamil Heritage Month celebration last week at the University of Toronto Scarborough Campus with guests speakers UTSC Principal Prof. Bruce Kidd, Councilor Neethan Shan, MP Gary Anandasangaree and student performers. Several students and community members came out to celebrate Thai Pongal, THM and the ongoing contributions of Tamil people in this country. If you are club or DSA wanting to collaborate with SCSU, contact president@scsu.ca.

Frimpong spoke on **Black and Queer: A Discussion on Anti-Blackness in Queer Communities**

On February 6th, SCSU hosted the first of several Black History Month events in the SC:OUT Lounge. The session was facilitated by SC:OUT executive Tele Kapkirwok and SCSU 2017-2018 Board of Director, Lavelle Williams. The session was attended by over 10 students. Topics of discussion ranged from individual experiences of being queer and racialized and how anti-blackness manifests in queer communities. For more information, please contact Nana at equity@scsu.ca.

Frimpong spoke on **SCSU Presents: An Evening with Actor, Singer, and Former Child Soldier Emmanuel Jal.**

On February 7th, SCSU brought Emmanuel Jal as part of Black History Month. Jal began his performance with a song and then spoke on how he escaped life as a child soldier, his current projects and his philosophy around forgiveness and releasing himself from trauma. For more information, please contact Nana at equity@scsu.ca.

Arayata spoke on **Management Panel**

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Monday February 5, VP AUA was invited to speak for a class panel for a Human Resources class. MESA was also present at this panel. Topic surrounded the similarities and differences between associations and unions. For more information please contact Christina at academics@scsu.ca

The Chair noticed an individual filming the meeting and asked them to delete the video because they did not get the consent of anyone in the room prior to filming. The Chair stated in order to film at the meeting, one would need to get consent from everyone at this space by notifying the Board ahead of time so they can ask for consent. The Chair stated it is difficult to get consent for all individuals in the room and make them feel comfortable to give consent. The Chair did not want to put anyone on the spot and make them feel pressured to give their consent. The Chair asked the room if there were ok with deleting the video. The Chair stated that the meeting would be recorded and minutes would be produced.

The individual stated they would delete the video later because it is a large file.

Arayata requested the video is deleted immediately because she can see that people are uncomfortable because they were recorded without giving consent.

The Chair requested for any photos or videos of the meeting to be deleted, even if they are for the media. The Chair explained that the SCSU is trying to encourage a space of consent and love and it is disrespectful and inappropriate to take pictures or videos because the people in the room did not give consent. The Chair requested that no one in the room films or takes pictures. The Chair stated that the media was welcome to ask Directors for interviews after the meeting.

Srithas followed-up Dang's question from the last Board meeting regarding Transportation and Administration Fees. Srithas explained that most of the money in the Transportation and Administration Fees went to the Auditing fee, which is approximately \$14 500. Srithas stated this is a professional fee and the SCSU needs Auditors because it is a non-profit organization.

Ali asked if the Transit Survey is still up for students to fill out.

Srithas stated that the Transit Survey is no longer up because they have a sufficient sample size for student transit needs. Srithas stated that the Transit Survey may be opened up to staff and faculty because they did not get a large enough sample size for staff and faculty travel needs. Srithas stated if the Transit Survey was needed for lobbying it would become available.

Dang noticed that the Cultural Connections group sessions would be held on Fridays and expressed concern that less people come to school on Fridays; therefore, Cultural Connections may not reach as many of the intended people. Dang asked if there were any plans to change the day Cultural Connections group sessions are held.

Arayata stated Health & Wellness is currently understaffed and they decided on Friday because they have the lowest amount of walk-ins on Fridays.

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Frimpong reminded everyone that this is a pilot project but she can take this concern to the facilitators.

Vigneswaramoorthy asked when the dispensers for the free menstrual products would be refilled because they are still empty. Vigneswaramoorthy stated that many students were unaware that free menstrual products are available and asked if there was a way to put up permanent advertising.

Srithas stated that they were told there will be stickers on the dispensers to raise awareness of the available free menstrual products. The stickers will also have a numbers students can contact to notify Facilities to refill the dispenser.

Stojanovski asked what student consultations were included at the UTSC Upper Executive Meeting.

Srithas stated that these consultations were held at the beginning of the Executive term and included clubs training, DSA Councils, meetings with DSAs and meeting with student clubs. Srithas stated that the priorities and recommendations encompass all sorts of issues and focused on student needs.

Stojanovski asked if it was part of the training dates.

Srithas answered in affirmation. Arayata met up with the DSAs, Srithas met up with clubs, and there were on the floor conversations. Srithas stated there were many meetings at the beginning of the term to get a feel of the ground before making changes.

Stojanovski asked if there were conversations with students who were not in clubs or DSAs (other than on the floor conversations).

Arayata stated that the SCSU had conversations with students who were not in clubs through campaigning on the floor and outreach. From her experience as the VP AUA, students came in with many questions and issues that she relayed to the Executive team.

Dang asked what conversations about Bridging Programs for Paramedicine, Journalism and New Media Studies were discussed with the Centennial Council. Dang asked whether these issues could be brought up at future meetings as well.

Srithas stated that they had a conversation about the joint programs but due to the recent strike, the conversations were mainly about the impact of the strike on students and time sensitive issues. For instance, international students are facing a crisis because they're accepted into programs, come to Canada and later told they must go home because their spot is gone. Srithas spoke about transitioning to ensure that these conversations continue to happen.

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Sahgal stated that a significant proportion of UofT students stay at the Centennial Residence and there was a transportation issue for students who travel from Centennial to UTSC. Sahgal asked if talks addressed this matter.

Srithas stated that transit is on the agenda for UTSC and Centennial. Srithas stated there would be a meeting with stakeholders, mostly the TTC, regarding issues with the 198 and 102 routes, and buses that come every 45 minutes.

Stojanovski requested a point of information regarding the transition process and ensuring that future Executives know what current Executives are working on.

Srithas stated there was a transition meeting and the Executives are working on the transition documents.

In regards to the DSA Council, Dang asked if and how the Board of Directors could go back to DSAs to help DSAs get on the Curriculum Committee. Dang asked if Directors could sit on the DSA Council without being on the DSA.

Arayata stated that Directors should not be at the DSA Council unless they are part of the DSA because DSAs have their own autonomy. If DSAs want to be part of Curriculum Committee they can meet with her to discuss the process. In terms of Board of Directors assisting with that process, Arayata will invite Dang to meetings if he is interested.

Stojanovski asked if the SCSU Calendar on the SCSU website could be updated more frequently to reflect the current Events & Programming. Stojanovski directs her constituents to the SCSU Facebook page but she felt it would be better if the SCSU website could be an information hub.

Srithas stated the updates should be automatic. Srithas stated she would talk to the graphics designer and see if they can update the SCSU website.

Dang asked if the Transit Survey had a timeline for lobbying.

Srithas stated that she would meet with a faculty member in the next two weeks. They are getting help from the CAO to get it going.

Dang asked whether the SCSU has a working model of what definition of student success looks like.

Arayata stated that this was already an ongoing conversation when she joined the ART. Arayata stated there is a new Chair; therefore, they had to go back to redefine terms of the committee and examine different definitions of student success. It is a work in progress.

Zakir asked if the Board could discuss giving consent to the videographer and photographer.

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The Chair did not feel comfortable giving the media consent because she needs the consent of everyone in the room to do so, which will put individuals on the spot. The Chair stated that putting someone on the spot is unfair to individuals who do not want to give consent and she wants to respect their needs. The Chair stated that folks need to email the speaker of the Board in advance if they want to take pictures or record the Board meeting. The speaker of the Board will ask the Board if they are comfortable to give their consent and get anonymous responses. The Chair stated that folks in the media can conduct interviews and take pictures of individual members after the meeting.

Hassan asked who determines what gets approved to be brought up at Board meetings and sent to the President, the Board and Executives. Hassan asked if the President is the only one who looks over these matters.

The Chair stated that President, the Chair and Executives discuss these matters.

Hassan stated that a letter of complaint was brought up to the President who has not brought it up to the Board, even though the email was sent 2 weeks ago. The letter stated that the sender wanted it to be brought up to the Board to be publicized.

The Chair stated that the letter should be sent to her and she would determine whether the issue is a Board matter.

Hassan stated that the letter was sent to Srithas 2 weeks ago and asked to be forwarded to the all Board members.

Srithas stated it was to her understanding that the issue was under investigation of the university, in collaboration with the Union, and the situation is resolved. Srithas stated the material of the letter would go to the Elections Committee, not the Board.

Hassan stated the letter specifically asked for Srithas to bring it up to the Board and forward it to all Board members.

The Chair stated that if she received the letter she would determine if the nature of the letter is germane to the motion being spoken on at the meeting. The Chair advised Hassan to send the letter to the President, the Chair and the VP Operations if the issue is still pertinent, as stated in the Policy and By-Laws.

Hassan was concerned because a student told her that when students send complaints the email goes to the President before it gets to the Board. Hassan stated that the emails of the Board of Directors are not public and asked how someone regulates what gets brought up to the Board if that information is not public. Hassan asked who regulates what the President receives and what gets brought up to the Board.

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The Chair stated she also regulates that information, and she is fair and impartial. The Chair stated that if she receives something she will bring it up to the Executives. The Chair stated that there are Board preparations prior to these spaces to talk about these issues. The Chair asked Hassan to send to the letter the Chair, the President and the VP of Operations if it is still an issue and the matter will be addressed at the next meeting.

Hassan asked if there was a way for the email to be brought up now because it is a time sensitive issue. Hassan stated that the next Board of Directors meeting is March 29th, which is 1 month before the term of all the current Executives ends.

The Chair asked Hassan if she has the email.

Hassan stated she could get access to the email.

The Chair requested someone call for a recess so she could read the letter and determine if it is germane to the meeting.

Zakir asked what complaints are making it to the Board.

The Chair stated that the types of complaints she would entertain are issues with SCSU Executives and the Board. At the last meeting, a letter was read about at large members who are not SCSU Board Members or Executives. The Chair stated she did not want that letter to be read aloud but there she was overruled.

Hassan asked what is considered impartial because the Chair mentioned she was impartial.

The Chair stated she is impartial because when she receives motions she bases her decision on the SCSU Policy and By-Laws.

Hassan asked the Chair if she had a conflict of interest with anyone here.

The Chair stated she had none and that is why the Board voted for her to be the Chair.

Hassan asked what she could do if she felt like that Board has a conflict of interest with multiple members of the Student Union. Hassan wants to ensure that the person who determines which emails go to the Board is impartial.

The Chair stated she would only entertain the complaint if it is about SCSU Executives or the Board, not if it is about an at large member. The Chair stated if the complaint would be better addressed to a committee, she would advise to refer the letter to that committee.

Hassan questioned whether the Chair is not impartial and what could be done if there was evidence to prove this.

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The Chair stated that if the Board disagrees with her decision they could overrule her, which happened in a previous meeting. The Chair stated that the Board could remove the Chair and the President could chair the meeting. The Chair stated she could not make a call because she has not read the letter yet.

Ali asked how long the recess will be.

The Chair stated the recess will be 10 minutes long and the meeting will reconvene at 7:46pm.

Motion to Call for a Recess

MOTION

Moved: Arayata

Seconded: Dang

A motion was put forth to call for a recess.

Vote: All in favour

MOTION CARRIED

The meeting reconvened at 8:20pm.

The Chair asked if there were any more questions regarding the Executive Report. Seeing none, the Board voted on accepting the Executive Report.

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

Vote: All in favour

MOTION CARRIED

Zakir requested a point of information whether it was possible to give student journalists Marjan and Michael speaking rights for accessibility purposes and freedom of press.

The Chair stated what types of speaking rights they were asking for. If they were asking as students who want to learn more, then she would allow it. However, if it is being printed it is an interview and it must take place outside of the meeting.

Marjan and Michael stated that they want to ask questions as members of the union.

Samantha also requested speaking rights.

A motion was put forth for to grant Marjan, Michael and Samantha speaking rights.

Vote: All in favour

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MOTION CARRIED

Marjan, Michael and Samantha were granted speaking rights.

Ali asked when this meeting would end since it has gone beyond the scheduled time of 6pm to 8pm.

The Chair stated the meeting would end if quorum is lost.

Ali asked for clarification whether there is a set time that the meeting will end.

The Chair stated the recommended time for the meeting is approximately 2 hours. The Chair apologized for the delay today. The Chair stated that someone can call for adjournment to end the meeting. The meeting will end if quorum is lost or if we are removed due to the time limit of booking the room.

7. Director Updates

Sahgal had consultations with first years and received requests for motions and questions, which he brought up to the Board. Sahgal is working with other organizations on campus to help first years and figure out why tuition for international students is much higher than that of domestic students.

Dang worked on his report and finished his 10 recommendations. Dang will talk to PSSA Executives to ratify his report to make it a report by PSSA. Dang worked on events behind the scenes.

Jahangir raised awareness of initiatives in her department and hosted the vigil to raise awareness on Slave Trade in North Africa, specifically Libya. Jahangir is in the midst of helping host and plan events.

Touman had no psychology department updates. Touman mentioned opportunities to get involved in activism such as the Toronto Students for Justice in Palestine. Touman encouraged folks to reach out to her after the meeting if they are interested in getting involved. Information is also available on the Facebook page Toronto Student for Justice in Palestine.

Ali stated that the APS will host an International Conference. Ali stated that the evaluation of papers will be done by this week, and the first round of selection will be done by February 19th.

Morris encouraged everyone to checkout Black History Month programming, which would

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be occurring throughout this month. Morris announced there would be a showcase on Thursday.

Gupta and Williams had no updates.

8. Discussion for a General Meeting

MOTION

Moved: Sahgal

Seconded: Jahangir

Sahgal motivated in favor of a General Meeting. Sahgal believes the SCSU is going through a crisis that is damaging its reputation. Students feel the SCSU does not stand for its values of equality, fairness and incorruptibility. Therefore, Sahgal believes the best thing to do is to take it to the people and have a discussion.

The Chair went over the rights and rules of the Board. The Chair stated that the Board can call a General Meeting, there just needs to be a 2/3 majority vote of the Board. Should the Board vote in favor of a General Meeting, the date would be scheduled based on room availability.

Arayata stated given the current situation, a general meeting is needed because education is a key issue in everything that is happening. Arayata stated the by-laws, policies and minutes are available online. Arayata stated the meeting minutes and Board packages demonstrate SCSU's work, which continues to stand for equality, diversity and inclusion. Arayata stated that the General Meeting is an opportunity for students to meet the Executives and show that SCSU's work stands for its values.

Morris stated a General Meeting could help that raise awareness that the by-laws are available online. Morris stated there is a lack of knowledge of how processes work, such as making motions, and an explanation could help because many people do not know how to find this information.

Sahgal agreed that there is a lot of information available but it is not easily accessible. Sahgal stated the website is difficult to navigate and a General Meeting is necessary in order to connect the SCSU to its constituents.

Williams stated that the SCSU By-Laws are accessible because website is well-organized. Williams stated that folks need to do more research because they are making judgments based on emotions and personal opinions rather than evidence.

The Chair stated she would recommend the future Chair goes through the SCSU Policy and By-Laws thoroughly with the Board and the incoming First Year Directors.

Zakir asked folks to focus on the systemic process and problems of the institution. Zakir asked folks to be mindful of what they say and expressed discomfort with the bashing of Executives. Zakir agreed it is necessary to have voting rights at the General Meeting because it is about students and what they want.

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Arayata reminded the Board that no one is opposing the General Meeting. Arayata stated it is an opportunity to encourage students to come out and learn about what the Board does. In terms of transparency, everything the SCSU has done was published, promoted and available online. If anyone has questions about the by-laws they can drop by during the SCSU office hours, which are from 10am to 5pm, to prepare for the General Meeting.

Srithas asked for clarification on purpose of the General Meeting. Srithas understood there is an issue with transparency and questions to be answered but does not want it to be personal attacks. Srithas asked whether the focus would be on the structure, process or by-laws. Srithas asked for clarification because there needs to be an understanding of what exists before changes are made. This understanding should be discussed and promoted before having conversations about what is discussed at the General Meeting. Srithas would like to hear from members of the ERC because we need to hear from all aspects of the story, but we are currently only hearing one side of the story.

Arayata requested a point of privilege because there are people taking pictures during the meeting.

The Chair asked people to stop taking pictures and delete any pictures that were taken. The Chair asked people to not talk during the meeting because it makes it difficult for others to hear and accessibility is a priority.

Soaad, Fatiha and Katie requested speaking rights.

A motion was put forth for to grant Soaad, Fatiha and Katie speaking rights.

Vote: All in favour

MOTION CARRIED

Soaad, Fatiha and Katie were granted speaking rights.

Jahangir stated there was a lot of talk about accessibility and the availability of information but reminded everyone that we cannot judge an individual's needs. Jahangir stated that the SCSU needs to accommodate to the needs of individuals as stated in the Equity Statement. Jahangir stated that there is a lot of miscommunication and needs not being be met; therefore, she is in favor of a General Meeting because people are not getting the information they have a right to. Jahangir asked people to refrain from speaking about accessibility because it was not properly defined.

Fatiha asked the Board about the point of a General Meeting. In the previous years, there have been motions made for increasing transparent that always passed. Fatiha stated that the issue is the follow-up, not a lack of motions. Fatiha recognized that a General Meeting is needed

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but suggested waiting until the next semester or bringing up motions about transparency at the next Board meeting because there are only 2 more months in the semester. Fatiha suggested that potential solutions such as requesting follow-ups occur consistently throughout training of the Board and having discussions through online posts, forums or town hall meetings.

Soaad acknowledged that everything is online but one should not assume everyone has the same knowledge. Soaad stated there could be more information about SCSU events on the SCSU Facebook page. Soaad stated there is a gap for SCSU Policies and By-Laws, which could be marketed better. Soaad stated there was a lacking general knowledge, which could be fixed at the General Meeting.

Katie stated that events have not been conducted with accountability and transparency because they are advertised 1 to 2 days prior to the event. Katie suggested a talk back at the end of the year. Given the controversy in the last semester and the last few years, Katie suggested the SCSU look into ways to educate students so they are informed when they come to Board meetings.

Samantha requested that the meeting minutes are published on social media other than the SCSU website or for meetings to be announced on social media so students have more access to what happened at meetings. Although the meetings are public they are still inaccessible for students at large.

The Chair stated she would make a note of that.

Fatiha called to question to end discussion of the General Meeting and go to a vote.

The Chair drafted out a motion for a General Meeting to be set up between now and the end of the semester, given with notice, when a room is available.

Hassan requested to amend the motion so the General Meeting will be set up in the next 10 business days.

The Chair amended the motion to state that the Board must to come up with a date within the next 10 business days and advertise the General Meeting as soon as possible.

Zakir stated it made sense that the General Meeting takes place before March 15th, which is when the election ends. Zakir proposed the Executives should come up with dates before March 15th.

The Chair considered giving the Executives a deadline of 5 days but realized next week is Reading Week. The Chair gave the Board 10 business days to come up with a date for the General Meeting, which will be held before March 15th.

Hassan stated there would be an Executives Committee meeting on Thursday from 1pm to 3pm and suggested they could decide on a date then since this issue is time sensitive.

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The Chair stated she is giving the Executives more business days because she wants to give them time to book a room and ensure they have all the equipment necessary to make the General Meeting accessible.

Hassan asked if the Executives could pick a date for the General Meeting this Thursday at the Executive meeting.

The Chair stated she would give the Board 10 days to pick a date for the General Meeting to give them time to find a room that could fit 400 people as required by the SCSU By-Laws.

Hassan requested that the scheduling of the General Meeting be prioritized because this is a time sensitive matter and tension in her office is very toxic. Hassan stated that her suggested deadline is doable because the SCSU controls room bookings in the Student Centre.

The Chair stated she will be part of the conversation with the Executives to ensure a date for the General Meeting is picked within 10 business days. The Chair suggested tasking someone who was not an Executive, perhaps a staff member, to book the room so there is no conflict of interest.

Hassan asked if 10 business days meant 3 weeks since next week is Reading Week.

The Chair clarified that she is including Reading Week so the date will be chosen by next Friday.

Zakir requested a point of privilege that no one laughs at other's comments because that is disrespectful. Zakir asked if the date could be chosen as soon as possible because there is a hostile and toxic office dynamic.

The Chair asked that there is no talk about staff. The Chair, Freeyelle Mehari, ensured that the room will be booked and the date, location and time of the meeting will be advertised on all forms of social media within 10 business days.

Zakir requested a point of information regarding why she is not allowed to talk about staff.

The Chair explained that the law states employers cannot talk about their staff. The Chair stated they can talk about this offline.

Michael asked for a timeline. Specifically, by when will there be a meeting of the Executives to pick a date for the meeting and by when will they be meeting to plan the agenda.

The Chair stated she would make herself available to the Executives over the next 10 days to determine a date for the meeting. The Chair stated she will follow-up with the people booking the room to ensure that a date is chosen by the end of next week, and it is advertised to the general membership.

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Michael asked if the meeting will be planned before March 15th.

The Chair answered in affirmation. The Chair reiterated that the date of the meeting would be chosen within 10 business days.

Michael asked what will happen if the Executives cannot meet in person within 10 business days.

The Chair ensured that the conversation about the date of the General Meeting will happen (with assistance from the Executives and staff). The Chair stated that the meeting can be over the phone, it does not need to be a typical meeting.

The Chair drafted the motion for the General Meeting:

“Be it resolved that the General Meeting be called before March 15th, 2018. Be it further resolved that the Executives come up with a date by February 22nd, and a date for the General Meeting be advertised through all forms of social media including the SCSU website, Facebook, Twitter, Instagram, print, etc.”

Hassan asked if the motion could be amended to "well before March 15th".

Zakir asked if the motion could be amended to "before March 5th".

The Chair stated she wants to give the Executives some time to find a room.

Zakir felt room bookings could be determined this week since next week is Reading Week.

The Chair stated that this suggestion would only allow for 1 week of advertising the meeting to the membership. The Chair stated that she wants to give people enough time to reschedule their plans so they can attend the General Meeting. The Chair went with Hassan's suggestion of well before March 15th.

Hassan stated that this issue is time sensitive and she felt that if the SCSU prioritizes the meeting on all social media platforms 1 week would be enough.

The Chair suggested giving a more lenient time frame to honor transparency and accountability by giving people time to make accommodations to their schedule.

Katie reminded the Board of her suggestion of paid Facebook advertising during the last Annual General Meeting. Katie asked if people still wanted this, and if so, could the motion be amended to include paid Facebook advertising.

Mohamed suggested an amendment the motion to include a timeline and setting dates.

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The Chair amended the motion to state that the General Meeting would be held between February 26th and March 9th.

Hassan asked if the motion could be amended to February 27th or March 8th.

Srithas stated that the SCSU typically books the room for the Annual General Meeting months in advance because the room needs to fit a large number of people. Srithas stated that the SCSU is having trouble booking rooms for the next couple of weeks due to programming. Srithas assured everyone that the Executives are on board for having the General Meeting at the earliest date possible because they want to speak out on issues and get issues resolve.

The Chair stated that the General Meeting would be held between February 26th and March 9th. If there are no room bookings available it will be publicized to the membership.

Hassan stated that several events this year were last minute. Hassan stated that room bookings are doable and she wants this to be publicized because she does not want intention to be misinterpreted.

The Chair ensured that the General Meeting would be well publicized and she will be cc'd in room booking emails to ensure that it is happening.

Annie, the Residence Ex-Officio, stated that she has access to room bookings and she tried every date from March 5th to 9th in HW305. Annie stated that rooms were fully booked except for Friday.

The Chair stated that other rooms can be booked for the General Meeting.

Zakir was not concerned about room bookings and stated that they can seek help from UofT, and work with the university to find a space they can book.

Arayata requested that no one personally attacks anyone at this table.

Sahgal added it would be more respectful if no one laughed or made laughing gestures when people are speaking.

The Chair asked that no one laugh or make disrespectful gestures.

Zakir agreed with the requests to not attack or laugh at others.

Michael asked if there was any way to have a meeting without the minimum requirement of 400 people.

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The Chair stated if there was any business to happen, there needs to be quorum. The Chair stated that there does not need to be 400 people physically there because individuals can get a proxy vote of up to 25 people by getting signatures and voting behalf of those people.

Michael asked if the SCSU could book a room for less than 400 people for the General Meeting.

The Chair stated that the SCSU needs to be respectful of the student body; therefore, they would still need to book a room that could hold 400 people should 400 people show up for the meeting.

Marjar asked how much was left of the agenda.

The Chair stated that there is an ongoing discussion about the General Meeting. Following that there is Other Business, an Emergency Motion then the meeting will be adjourned.

Katie asked if the SCSU could look into the feasibility of a town hall, which has no quorum but can address concerns.

The Chair stated it was to her understanding that students want a General Meeting to do business. The Chair stated that someone could put forward a motion for a town hall or a talk back at a later date.

Jahangir requested to amend the motion to advertise proxy forms and proxy votes.

The Chair amended the motion to include advertising what a proxy is and how to get a proxy so students are aware of their rights.

Sahgal asked if the Residence Centre could be considered as a potential room for the General Meeting.

The Chair stated that the Executives would look into that suggestion. The Chair asked for suggestions for room bookings be emailed to the Chair and the President.

The President of Residence stated that the General Meeting could not be held at the Residence Centre.

Motion for General Meeting

Be it resolved that there be a General Meeting held between the week of February 26th to March 9th.

Be it further resolved that the meeting will be advertised within the next 10 business days.

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Be it further resolved that the advertisement to the membership will include paid advertising on social Media, advertisement through all social platforms of the SCSU, and contain information about proxy votes and the rights of students to speak.

Vote: All in favour

MOTION CARRIED

10. Emergency Motion

MOTION

Moved: Dang

Seconded: Jahangir

Fatiha motivated for the emergency motion. Colten Boushie, a 22 year old from Red Pheasant Cree Nation, was shot and killed by Gerald Stanley. Fatiha stated that the justice system failed Colten Boushie and his family because the systemic problems in jury selection led to Gerald Stanley's acquittal from all charges. A GoFundMe campaign was launched to help support the Boushie/Baptiste family with legal costs to appeal the verdict of Gerald Stanley. Fatiha motioned for the SCSU to make a donation to the Justice for Colten Boushie GoFundMe campaign because the SCSU advocates on the behalf of all students and it has a responsibility to provide support to Indigenous and First Nation students.

Be it resolved that the SCSU make a donation of \$500 to support the Justice for Colten Boushie GoFundMe campaign.

Be it further resolved that the SCSU prepare a statement to condemn the verdict of Gerald Stanley, support the Boushie/Baptiste family and show solidarity with Indigenous and First Nations communities across Toronto, Scarborough and the nation.

Be it further resolved that the SCSU reach out to the CFS to look into the feasibility of designing a Day of Action to show solidarity and support to the Boushie/Baptiste family and Indigenous and First Nations across the country.

Vote: All in favour

MOTION CARRIED

11. Other Business

Dang spoke on the Policy and By-Laws Committee, which states that there should be an initial meeting of the committee at the beginning of the year as seen in section 2.3 under Committees. Yet there are no minutes from this meeting in the monthly Board meeting packages. Dang stated this is a dereliction of duty because the By-Laws state there should be a

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By-Law review meeting at the beginning of the term. Dang asked if there was any attempt for a Policy and By-Laws meeting committee to be organized and reviewed before the General Meeting so students on the committee are informed.

The Chair asked Dang which By-Law he was referring to.

Dang stated that it was under section 2.3 of Policy and By-Laws Committees. Dang quoted the By-Law.

The Chair interpreted “within the elected term” as the term of the Executive, which means the SCSU technically has until the end of the term, April 31st.

Dang stated the way he read it was there should be a meeting to discuss the initial amendments, which would be presented to the Board then presented to a meeting of members. Dang stated there was no initial meeting and it was not brought up at the AGM or the General Meeting.

Srithas stated there are multiple interpretations of the By-Laws and the policy is vague. Srithas stated it was to her understanding that the Policy and By-Laws Committee must meet within the term, but it does not stipulate when in the term. Previously, Executives met at the end of the term and made changes based on feedback.

Dang shared his research: in 2014, the SCSU met within the first months and that is the last time there were substantial Policy and By-Law amendments. Dang stated that every other year since then the initial meeting was held in August.

The Chair recommended the Policy and By-Laws Committee meet between now and the General meeting and write recommendations for discussion.

Ali was approached by students regarding SCSU hiring practices. Ali stated that the SCSU does not do much advertising for hiring other than putting job postings on the SCSU website. Ali stated it would be better if SCSU used Facebook or other social media platforms for advertising to increase student's awareness of jobs available and widen the pool of candidates. In regards to insourcing and outsourcing, Ali stated that some positions posted by the SCSU only pertain to people who are not members of the university. Ali stated students were concerned and asked if the SCSU should be insourcing so student money is going to UTSC students.

Williams asked for clarification whether outsourcing hiring meant the CRO or general hiring.

Ali responded that he meant general hiring.

Williams asked for verification that SCSU hired outside of the student union to ensure that certain positions remain impartial.

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The Chair clarified that Ali's point refers to hiring at SCSU and members at large, not necessarily looking outside when hiring. The Chair requested that a response about SCSU hiring practices to be given at the next meeting.

Srithas stated that usually all SCSU part-time students are UTSC students; however, certain positions such as the CRO and Chair are outsourced to remain impartial. Whereas, when hiring full-time staff there is a preference for people that have experience on campus.

Ali asked what constitutes as partial and what steps are taken to ensure there is no conflict of interest.

The Chair did not know how what steps were taken at SCSU. Based on general hiring practice, candidates state that they have no conflict of interest and if the person applying has a conflict of interest they must declare it.

In regards to job postings, Morris agreed there should be more marketing so more people are aware of the jobs available. Morris stated that she just saw previous jobs posted on Facebook.

Srithas stated the Board votes for the Chair they plan to hire. For the CRO, students are hired who are voted on by this Board to sit on the hiring committee. Srithas stated that controls are in place but they could be improved.

Touman asked whether the CRO needs to be ratified.

The Chair explained the process: the Board elects people to sit on the ERC, the ERC hires the CRO then the CRO reports to the Board, and the Board votes on the CRO's recommendations.

Katie asked how many times a person could get hired for a position. If someone gets hired for the same position multiple times it would be more difficult for students to get into that particular position because there will be a preference for candidates experience and institutional knowledge, which can lead to an unequal hiring process.

Srithas asked if she was referring to general hiring practices or a particular job.

Katie stated for any hired position there was no stipulation for the number of times a person can get hired, which means that someone can get hired multiple times which would lead to an unfair hiring process.

Srithas stated there was nothing in the by-laws that states you can only hold a position for a certain number of times or terms.

Katie asked if there could be a limit on the number of times someone can get hired for a particular position.

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The Chair stated in terms of staff, she is unsure if a limit could be placed on the number of times someone can be employed for a job. The Chair stated there could be a limit on the number of times someone is an Executive or sits on the Board.

Katie stated there is a risk of someone never leaving.

The Chair stated that job hiring is discussed with the Executive Director and the Executives. The Chair stated the idea was a constant turnover but she is unsure if a policy or by-law could legally limit the number of times someone can apply for a job. The Chair stated a policy could limit the number of times someone is an Executive or sits on the Board or holds an elected position.

Marjan asked if the letter Hassan brought up will be discussed at this meeting.

The Chair stated that she had a conversation with Hassan and the letter will not be discussed at this meeting.

Marjan asked why.

The Chair stated there are channels that will be followed to fulfill this letter, which are not privy to the Board. The Board does not have the power to do anything about this letter until the process is fulfilled. If it cannot go through the process, it will be discussed at the next Board meeting. The Chair stated she could not share the details because it is not a public letter.

Michael stated that it took a long time to deliberate whether the letter would be discussed.

The Chair stated that it was a long letter which impacted SCSU Policy and By-Laws. The Chair explained that she wanted to refer to the SCSU Policy and By-Laws to ensure the correct decision was made and she provided advice to the person who brought forth the letter.

Arayata stated that the Board cannot look at the letter because it deals with Election. Arayata stated that the Board and Executives do not have any say on Elections. Arayata stated that the issue was being dealt with through the university and the matter is not in the control of the union.

Hassan stated that the previous statements are untrue. Hassan stated that the conversation was between her and Freyelle and she asked anyone who was not part of the conversation to not speak on this matter.

Dang asked if he could ask all of his questions at once.

The meeting lost quorum and was adjourned at 9:41 p.m.

**Minutes of Emergency Board of Directors Meeting of the Scarborough Campus Students' Union
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Board of Directors, Scarborough Campus Students' Union

| LAST NAME | FIRST NAME | CONSTITUENCY OR POSITION |
|--------------------|------------|---|
| ✓ Williams | Lavelle | Director of Anthropology and Health Studies |
| ✓ Sithamparanathan | Gobika | Director of Biological Sciences |
| Vigneswaramoorthy | Vanessa | Director of English |
| ✓ Touman | Sarah | Director of Psychology |
| Mohamed | Nafisa | Vice-President Campus Life (ex – officio) |
| ✓ Srithas | Sitharsana | President |
| Frimpong | Nana | Vice-President Equity |
| Stojanovski | Sylvie | Director of Arts, Culture and Media |
| ✓ Hassan | Deena | Vice-President Operations |
| Weaver | Curtis | Director of Physical and Environmental Sciences |
| ✓ Zakir | Kubra | Vice-President External |
| Gupta | Radhika | Director of Critical Development Studies |
| ✓ Arayata | Christina | Vice-President Academics & University Affairs |
| ✓ Morris | Ashley | Director of Sociology |
| ✓ Gupta | Rahul | Director of Computer & Mathematical Sciences |
| ✓ Sahgal | Armaan | First Year Director |
| ✓ Hamzai | Hanna | First Year Director |
| Caluag | Claire | Director of French & Linguistics |
| ✓ Jahangir | Hania | Director of Historical & Cultural Studies |
| Nouri | Rosia | Director of Management |
| Syed | Ali | Director of Philosophy |
| ✓ Dang | Raymond | Director of Political Science |

**Minutes of Emergency Board of Directors Meeting of the Scarborough Campus Students' Union
Wednesday March 7th, 2018 | 7:10 PM | SL-232, UTSC Student Centre**

1. Call to order

A quorum being present, the Chair called the meeting to order at approximately 7:10 p.m.

2. Approval of the Chair Motion

MOTION

Moved: Srithas

Seconded: Hassan

Be it resolved that **COREY SCOTT** be approved as the Chair of the March 7th 2018 Board of Director Emergency Meeting.

Vote: All in favor

MOTION CARRIED

Jahangir requested a point of information regarding her missing voting card.

Touman did not have her voting card either.

Hassan went to get the voting cards from the SCSU Office.

3. Equity Statement

Arayata read the Equity Statement and the Acknowledgement of the Lands we occupy of the Mississauga New Credit First Nation.

4. Announcements

Srithas announced that the SCSU Tax Clinic started today and the event page available online. Students can sign up online or get a walk-in appointment.

Srithas announced that the General Meeting will be held tomorrow from 6pm to 9pm in MW170. Srithas stated the agenda and motions package are available online on the SCSU website or the event page.

Arayata stated the URS Lunch will be held on Saturday March 17th and lunch will be catered by Rex's Den. Arayata encouraged everyone to get their tickets.

Zakir stated that next week is Israeli Apartheid Week, and the volunteer orientation will be held on campus next week from 4pm to 6pm in SL232. Zakir encouraged anyone interested in participating to contact Touman.

5. Approval of Agenda

MOTION

Moved: Srithas

Seconded: Arayata

Be it resolved that the agenda for the March 7th 2018 SCSU Board of Directors meeting be approved as presented.

**Minutes of Emergency Board of Directors Meeting of the Scarborough Campus Students' Union
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The Chair was recently notified that there are two Board members who are not in good standing because they have missed 3 consecutive or a total of 4 Commission and/or Committee Meetings. The Chair asked Jahangir and Touman if this was brought up to them.

Jahangir and Touman replied they did not receive notifications about this issue.

The Chair stated that there is an Abandonment of Office Clause in the SCSU By-Laws and he was informed that they are considered in Abandonment of Office. The Chair explained this meant they are no longer members in good standing on the Board, they do not count towards quorum and they do not have the capacity to vote at this meeting.

Jahangir requested a point of information.

The Chair asked her if she was comfortable with discussing this matter at the table.

Jahangir answered in affirmation.

Srithas stated that the Board received a letter for an Emergency Board Meeting signed by the authority of the Board members and the Chair tasked Srithas to investigate based on By-Law 10, Abandonment of Office. Upon investigation it was discovered that 2 Board Members are not considered Board of Directions due to violation of By-Laws 10.1c "Fails to attend 3 consecutive meetings or any 4 Commissions and/or Committee meetings such that Directors have been noted". Although the letter was out of order, the Executives met and called for the Emergency Board Meeting.

Jahangir asked which meetings she missed.

Srithas replied that Jahangir missed Commissions meetings.

Jahangir asked when these meeting occurred because she was not informed of them.

Touman asked why they were not properly informed of these meetings.

The Chair stated there is a Grievance Procedure within the SCSU. The Chair recommended following this procedure and bringing up this issue to the next scheduled Board of Directors meeting.

Touman asked how it could be considered a violation of the SCSU By-Laws if they were not informed that they need to attend the Commissions meetings. Touman stated she went to the Justice for Somalia meeting as a student, but was not informed that she needed to be there as a Director.

Jahangir requested to override the recommendation of the Chair. Jahangir stated that she felt personally attacked because she was told she is not a Board member and her votes are not valid in front of everyone at this meeting.

The Chair stated she could challenge his ruling.

Jahangir challenged the Chair's ruling of the removal of herself and Touman from the Board.

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The Chair explained the process of challenging his ruling. The Chair would make a statement of how he read the ruling, Jahangir would state her challenge, there would be a discussion followed by closing remarks and a vote on the challenge.

The Chair based his decision on the SCSU By-Laws and the information available. According to the Abandonment of Office Clause, Directors who miss 3 consecutive meetings or a total of 4 Commissions and/or Committee meetings are automatically removed from the Board. The Chair stated that there is no notification of process of removal in By-Laws; however there is a Grievance Process in policies. The Chair ruled this would be more appropriate to be brought up at the next Board meeting because he is not the regular Chair.

Jahangir is under the impression that missing 3 consecutive meetings or a total of 4 Commissions and/or Committee meetings leads to Abandonment of Office. However, according to section 3d of Commissions Procedures, notice of the meeting shall be given no later than 72 hours prior to the start of the meeting. Jahangir stated that she was only given notice once, in September, and she attended that meeting. Since then she was not given notice of any other Commission meeting. Jahangir stated that this ruling does not apply because she was not given notice. Jahangir stated that there is miscommunication because people are not fulfilling their responsibilities of providing appropriate notice. Jahangir is not under the impression that she missed a meeting because she was not invited to them.

Touman stated that she did not receive notice at all and there should have been 72 hour notice for each meeting. Touman did not understand how she was expected to go to a meeting without being given notice. Touman went to the Vigil for Somalia, which was a Commissions Meeting, even though she was not invited to this meeting as a Director. Touman does not believe that she violated the SCSU By-Laws because she did not miss 3 consecutive meetings or a total of 4 Commissions and/or Committee meetings.

Sahgal stated that it seems like certain parts of the SCSU has difficulty informing parts of the membership about the meetings being held. Sahgal stated his fellow First Year Director was not told about Board of Director meetings throughout the term so she was unable to attend the meetings. Sahgal felt that Jahangir and Touman should be given benefit of the doubt because of accessibility issues which impaired their ability to attend the Commissions meetings.

Williams requested a point of information on whether the notifications and warnings of the removal from office is the responsibility of the Board secretary, the VP Operations.

The Chair stated he would check the SCSU By-Laws.

Hassan stated that is true.

Srithas stated that the 72 hours mentioned in the SCSU By-Laws refers to public notice. Srithas stated that the Commissions meetings are public meetings and the 72 hours is a notice about public meeting. Srithas stated that Directors had a discussion about their role, such as attending Commissions Meetings, and were elected to sit on Commissions in July. Srithas stated that she sent Facebook invites and notice for the September Commission Meeting as a courtesy and the Directors were personally invited on the Facebook event page. Srithas stated that she had no intentions of attacking anyone and apologized if anyone on the Board felt attacked. All matters regarding Board of Directors and Commissions are simply procedure and the By-Laws were unfulfilled.

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Jahangir stated that according to page 24, section 3 of Commissions it does not specify public notice, it just says notice. Jahangir interpreted that as personal notice. From her experience they were told they would be notified and invited to come out to meetings and could not attend meeting unless they received an invite. Jahangir stated that "public" is a relative term and public should mean everyone has access to the information; however, this information was not accessible to her. Jahangir stated that a public event, such as the upcoming General Meeting, should be advertised using social media and notification should be given appropriately thorough private messages. Yet, no notifications were given for the Commissions Meetings.

Arayata clarified that on page 8 of the SCSU By-Laws in section 4 of Membership Rights it states that one right is to sit on the commissions of the union, which implies it is public. Arayata agreed that there needs to be more advertising but wanted to clarify that it is advertised. Arayata stated that she was invited to the Facebook page and after she attended a Commissions Meeting she received email updates for the rest of the meetings.

The Chair understood that there is an issue with notice, and the responsibility of the Board members and the Chairs of the Committees to share information. Regardless of the results of the vote, there needs to be reconciling of what went wrong and how to improve. The Chair stated that there needs to be a discussion to address this issue and how this will affect the next Board meeting. Based on the information provided and in accordance to the SCSU By-Laws, 4 Commissions and/or Committee meetings have been missed and that is considered Abandonment of Office; therefore, these Directors are not in good standing with the Board of Directors. The Chair stated there can be appeals to this ruling.

Jahangir asked if she and Touman could vote on the challenge of the Chair's ruling.

The Chair stated that they could not vote.

Hassan requested a point of information on whether the Board is currently voting on the 2 Directors' voting rights during this meeting or whether they are still considered Directors.

The Chair stated that Board is currently voting on the 2 Directors' voting rights during this meeting but this matter would need to be discussed later to determine their voting rights at the next Board meeting.

Srithas requested a secret ballot vote.

The Chair honored the request.

Dang requested a point of information on whether the vote was not procedural or substantive.

The Chair stated it was procedural vote.

The Board voted via secret ballot vote to determine whether to uphold the ruling of the Chair.

The Chair was overruled. Jahangir and Touman retained their voting rights at this meeting. The Chair stated that this ruling only applies to the current meeting but the issue is not resolved. The Chair recommended going through the Grievance Procedure to resolve this matter by the next meeting.

Dang requested a point of information regarding where the Grievance Procedure could be found.

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The Chair was unsure because it is not in the By-Laws. The Chair stated it should be in the Policy because the Ontario not-for-profit law requires that organizations have a Grievance Procedure.

Jahangir asked for clarification whether the vote determined that she and Touman could vote during this meeting. Jahangir asked if they are currently considered Board members.

The Chair stated that Jahangir and Touman appealed the Chair ruling, which means they are considered Board members with voting rights. The Chair stated that this ruling only applies to this meeting and the By-Laws issue still needs to be addressed. As an interim speaker, it is not his position to determine whether they are still Board members and this should be determined by their regular Chair at the next Board meeting.

Jahangir requested a point of information regarding how this issue will be addressed.

The Chair stated that whoever oversees the Board of Directors should be contact with them and the Grievance Procedure would be overseen by the speaker.

Srithas stated that the Executives can make a ruling or they could have an offline conversation. Srithas stated that they can touch base with the VP Operations.

The Chair stated that the Grievance Procedure should be discussed at the next Board meeting. The Chair stated he would get information and tell the regular speaker about this issue to try to resolve it.

Jahangir asked the Chair about their next steps and how this will affect motions at future meetings.

The Chair recommended going through the Grievance Procedure, which list a number of steps such as the informal mechanisms and resolutions that Srithas mentioned. The Chair recommended considering informal resolutions to reach formal resolutions. The Chair stated that Jahangir and Touman have speaking and voting rights at this meeting.

The Board voted on the approval of the agenda.

Vote: All in favor

MOTION CARRIED

6. Recommendations from the Policy and By-Law Committee Meeting

MOTION Moved: Srithas Seconded: Williams

Be it resolved that the motions passed at the Policy and By-Law Committee Meeting be reviewed and approved by the Board.

Hassan motivated in favor of the approval of the rulings of the Policy and By-Laws Committee Meeting.

Williams asked if the policies will go to the General Meeting because the membership did not receive notification of the policies prior to the meeting.

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According to the SCSU procedures on Operational Policies, policies only need to be approved at the Board level by getting a 2/3 majority vote. The Chair stated that policies would not go to the General Meeting, only by-law amendments will be presented at the General Meeting for approval by the membership.

Sahgal asked if the Board can see the appendices mentioned in the policy so they could fully understand the policy and make an informed decision.

Hassan stated that she did not realize the appendices were missing because she just forwarded the minutes she received to the Board. Hassan stated that she could forward the emails if she gets the consent of the President and Chair.

The President and Chair gave their consent.

Dang requested a point of information on whether the Board could get more than 10 minutes to read the document and the appendices.

Touman requested a point of information on what they are approving.

The Chair stated that they are looking to approve the minutes and recommendations of the minutes; upon approval the package will be forwarded to the General Meeting so the membership can vote on the by-laws. The Chair stated they could choose to externalize portions of the recommendations. The Chair stated voting in favor of this motion will approve all the recommendations presented.

Williams asked if the by-law amendments are going to the General Meeting tomorrow because it would be short notice and students need to be informed about everything that will be discussed at the General Meeting.

The Chair asked if notice has been sent about the General Meeting.

Srithas clarified if Williams was concerned because the membership was not informed of the By-Law changes that are being discussed at this meeting.

Williams answered in affirmation.

The Chair stated that is a valid concern. Upon reviewing the General Meeting process the Chair stated that the by-law amendments would not be on the agenda tomorrow because there is not enough time to provide notice to the membership. The Chair's reading of the SCSU By-Laws is that this meeting needed to happen 10 days ago for the By-Law amendments to be included in the General Meeting.

Jahangir asked if the by-law amendments would be voted on at the next meeting.

The Chair stated that the Board can still vote on the approval of the minutes and the recommendations today; however the by-law amendments will not be put on tomorrow's agenda because the membership was not given enough notice for them to vote on the amendments with enough insight and knowledge. The Chair stated that these by-law amendments will be on the agenda of the next General Meeting given with 10 day notice. The Chair stated that the policies can be passed and they will come into effect tomorrow.

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Jahangir requested a point of information on whether recommendations they are voting on today will come into effect immediately or during the next term.

The Chair stated that the policies will become effective immediately but by-law amendments are not effective until they are approved at a General Meeting. The Chair reiterated that the by-law amendments cannot be put on tomorrow's agenda. The by-law amendments will be put on the agenda of the next scheduled General Meeting.

Since the by-law amendments cannot be put on the agenda of the General Meeting tomorrow, Williams asked why they are voting on the by-law amendments at this meeting.

The Chair stated this is part of the 3 step process for changing by-laws. The Chair stated that the current Board has a say in pushing the by-laws to the next step. The Chair explained that the first step is serving the by-laws to the Policy and By-Laws Committee, the second step is approval of the Board and the last step is approval at a General meeting. If the Board votes in favor of the by-laws today, the by-laws will be one of the first items on the agenda at the next General Meeting.

Jahangir asked if this become effective immediately.

The Chair stated the second step of the by-law process is effective immediately and it will go to the third and final process. In terms of operational policies, this would finish the second of the 2 step process of submitting policies, and the policies would come into effect.

Williams asked if the by-law amendments should be pushed to the next Board since they cannot be brought up tomorrow at the General Meeting.

The Chair stated that was an option. The Board must make a decision to approve the by-law amendments or table them to the next Board of Directors.

Zakir asked if and how the Board could send the by-law amendments to tomorrow's General Meeting.

The Chair stated that the Board could change his ruling today through a challenge of the Chair. The Chair stated that course of action would go against the SCSU By-Laws, which require that the membership receive 10 day notice. The Chair advised the Board against including the by-law amendments in the agenda of tomorrow's General Meeting because they did not give 10 day notice.

Zakir motivated to include all motions in the General Meeting because students put forward these motions.

The Chair corrected his previous statement of challenging the Chair. The Chair stated that the Board could bring these motions forward because he is not making a decision on this matter; he is just providing his reading of the SCSU By-Laws. While choosing whether to adopt the minutes and recommendations as presented, the Chair advised the Board to consider that members need to know the by-law amendments that will be discussed in advance. The Chair stated that the by-law amendments could not be put on the agenda because it had to be served 10 days in advance but the motions could be presented on the floor.

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Williams requested a point of information on the legalities of presenting the by-law amendments at the General Meeting tomorrow. Williams asked if the by-law amendments should be pushed to the next Board meeting since the membership was not given notice.

The Chair stated there was a strong case that the Board would be violating the SCSU By-Laws if they included the by-law amendments in the General Meeting. The Chair stated that they cannot change the agenda because it should have been sent 10 days ago. The Chair stated that the Board had the option of presenting the by-law amendments on the floor; however, the regular Chair may also advise against this because the SCSU By-Laws are very strict about providing notice. Ultimately, it is up to the Board to table the by-law amendments to the next Board of Directors or approve the minutes.

Sahgal asked a procedural question on whether passing the motion would approve all the recommendations.

The Chair answered in affirmation.

Sahgal asked if the motion to approve the recommendations could be separated into policy and by-laws.

The Chair explained the ways that the motion can be divided: a) by separating the policy and by-laws or b) externalizing individual motions.

Dang requested a point of information on whether the Board could have more time to read the document and appendices.

The Chair allowed the request. The Chair stated that the Board could table this motion if they felt that they did not have enough information to make an informed decision.

Williams motioned to table this motion to the next Board of Directors meeting because they just received the appendices.

Motion to Table the Recommendations to the Next Board Meeting

MOTION

Moved: Williams

Seconded: Arayata

A motion was put forth to table motion 6 to the next Board of Directors meeting. The Board voted via secret ballot.

Vote: Majority Opposed

MOTION FAILED

The Chair asked the Board if they wanted more time to read the documents.

Dang asked for 10 minutes.

The Chair granted this request. The Chair stated that the motion will be voted on today because the previous motion failed.

Zakir requested a point of information on whether there would be a 10 minute recess.

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The Chair asked the Board if they wanted a recess. They did not.

Jahangir requested a point of information on whether policies apply to actions that have already occurred.

The Chair stated that these policies would not affect any previous issues because they are in effect tomorrow and onwards.

Touman asked what it meant by “the vote failed to reach the floor”.

The Chair explained that one of the last motions died on the floor because there was no seconder.

Touman asked if amendments should be made before or after voting on a motion.

The Chair stated that amendments should be made prior to voting on a motion. The Chair reminded the Board that they had the option of separate policy and by-laws or externalizing specific motions.

Sithamparanathan asked what time the meeting will be finished.

The Chair stated the meeting should be finished at 9 pm, as scheduled.

Dang asked if the policy motions they are voting for were substantive or procedural motions.

The Chair stated they are substantive motions.

Touman requested the externalization the by-law that deals with workplace violence and workplace harassment.

Hassan asked for clarification if voting in favor of the motion means the operational amendments are passed and the rest of the motions will be moved to the General Meeting next year.

The Chair stated that the motions the Board wants to discuss further (or not approve as presented) are being pulled out of the package to create multiple votes to approve these motions then the Board will vote on the rest of package.

Sahgal requested to pull out all the operational amendments.

Motion to Externalize All Operational Amendments

MOTION

Moved: Touman

Seconded: Zakir

A motion was put forth to externalize operational amendments 4 to 6, 10c, and 11. The Board voted via secret ballot.

Vote: Majority in favor

MOTION PASSED

The operational amendments 4 to 6, 10c, and 11 were externalized from the package.

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Motion to Vote Via Secret Ballot

MOTION Moved: Sahgal Seconded: Touman

A motion was put forth to vote via secret ballot for the remainder of the meeting.

Vote: All in favor

MOTION PASSED

The Board will vote via secret ballot for the remainder of the meeting.

The Board voted via secret ballot to pass items 8, 9 and 10c as presented.

Vote: Majority in favor

MOTION PASSED

By-law amendments 8, 9 and 10c were passed as presented and they will be considered at the next General Meeting with notice.

Motion to Make Amendments to the Policies

MOTION Moved: Zakir Seconded: Sithamparanathan

A motion was put forth to make amendments to the policies.

Vote: All in favor

MOTION PASSED

Motion to Amend the Student Centre Reserve Fund Policy

MOTION Moved: Srithas Seconded: Arayata

A motion was put forth to amend the budget line of the Student Centre Reserve Fund Policy from 2020 to 2023 to give the SCSU enough time to accumulate funds for upcoming maintenance costs.

Srithas motivated to amend the budget line of the Student Centre Reserve Fund Policy from 2020 to 2023. Srithas explained that this motion was suggested by the university's Financial Analyst to ensure that the SCSU had enough time to accumulate money in the reserve fund for the necessary but costly scheduled maintenance, such as a new roof. Srithas stated that the roof of the Student Centre is over 10 years old and yielded poor roof scan results. The reason for this amendment is fixing the Student Centre roof is a million dollar project but the SCSU is forecasted to reach 1.5 million by 2023 not 2020.

Sahgal asked for more information about the roof problems of the Student Centre.

The Chair allowed the question so long as it was framed around the Student Centre Reserve Fund Policy.

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Srithas stated that 2 separate analyses of the Student Centre roof were conducted and both had poor results. Srithas stated that they want to ensure there is enough money in the reserve fund for this large maintenance project.

The Chair stated that voting on this policy required 2/3 of the majority to pass and the Board currently has the minimum for quorum; therefore, everyone would need to vote in favor of the motion to pass it. The Chair suggested calling for adjournment or tabling the remaining motions to the next Board Meeting.

Williams clarified whether there is not enough people and if it would make sense to call for adjournment.

According to the By-Laws 2/3 of the Board is required to pass a motion. The Chair stated there are 12 members of the Board present so they had the bare minimum required to vote on a motion because the Chair interprets the by-law as 2/3 of the entire Board, not 2/3 of the Board present at the meeting. Based on this interpretation of the By-Laws, everyone on the Board would have to vote in favor of the motion to pass it.

Hamzai asked if it made for sense to interpret the by-laws as majority of the people here instead of majority of the entire Board.

The Chair explained his interpretation of the by-laws is majority of the entire Board.

Sahgal asked if they could overrule the Chair.

The Chair stated it was possible put they need to vote on adjournment first. If the motion for adjournment failed then someone could challenge his ruling.

Motion to Adjourn

MOTION

Moved: Williams

Seconded: Arayata

A motion was put forth for adjournment. The Board voted via secret ballot.

Vote: Majority Opposed

MOTION FAILED

The Board voted via secret ballot to adopt the amendment of Student Centre Reserve Fund Policy.

Vote: Majority Opposed

MOTION FAILED

The budget line of the Student Centre Reserve Fund Policy remained as 2020.

Motion to Adopt the Workplace Violence and Workplace Harassment Policy

MOTION

Moved: Zakir

Seconded: Dang

A motion was put forth to adopt the Workplace Violence and Workplace Harassment Policy.

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Touman motioned to amend the Workplace Violence and Workplace Harassment Policy so there would be no repercussions if someone acted in self-defense.

The Chair asked for specific wording for the amendment and asked Arayata to motivate for the policy while he worked on the wording.

Arayata stated that this policy was drafted by the SCSU's lawyer because it a legal requirement to have a Workplace Violence and Workplace Harassment Policy.

Sithamparanathan asked if the appendix was created by or in consultation with the SCSU lawyers.

Srithas stated that the SCSU's lawyers had an overview of the SCSU's operational policies and recreational policies, and drafted the Workplace Violence and Workplace Harassment Policy because the SCSU did not have one. Srithas stated that there is an investigation aspect to the policy and it reinforces the by-laws and the personal contracts they have with employers.

Williams clarified if the proposed amendment makes actions permissible if it is within self-defense.

Touman answered in affirmation and stated that this consideration was not included in the by-law.

William asked if the reason for this amendment could be expanded upon.

Touman stated that the intention behind the amendment is that actions done in self-defense are not deemed violent, based on the definition outlined in the by-law.

Williams called order of the day.

The Chair requested that someone motioned to destroy the ballots.

Motion to Destroy Ballots

MOTION

Moved: Zakir

Seconded: Dang

A motion was put forth to destroy the ballots.

Vote: Majority in Favor

The ballots were destroyed.

The Chair ruled that the remaining items would be pushed to the next Board Meeting.

Hassan clarified whether the 3 operational policies and mixed by-law/policy amendment would be moved to the next meeting.

The Chair answered in affirmation.

The meeting ended at 9:01 p.m.

**Minutes of Policy & By-Law Committee Meeting of Scarborough Campus Students' Union
Monday, March 5th, 2018 | 1:00PM | SL-219, UTSC Student Centre**

Be it resolved that Operational Policy – Student Centre Reserve Fund be adopted as presented in Appendix 1 with amendments.

MOVED: Srithas

SECONDED: Hassan

RESULT: CARRIES

5. OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

MOVED: Srithas

SECONDED: Arayata

Be it resolved that Operational Policy – Workplace Violence and Workplace Harassment be adopted as presented in Appendix 2.

DISCUSSION

Srithas motivates that this is a legal requirement to have a workplace violence and workplace harassment policy. She states that it is also good practice for employers. She states that the SCSU lawyers have helped draft this policy and that any further research or questions can be answered by the Occupational Health & Safety Act. She states that once the policy takes into effect, the SCSU will have to provide training on the policy to all staff.

Shanqit asks why this policy did not exist before.

Srithas states that there was a complete overview of operations which brought up this issue as well as new legislation.

Kanwar asks who will facilitate the new training for employees.

Srithas states that the training will be provided in-house through the students' union.

Kanwar asks if this training will also be provided for clubs.

Srithas states that the policy applies to direct employees of the SCSU.

Frimpong asks if the policy covers third parties within the university.

Srithas states that she is not an expert on labour law, but that the policy focuses on SCSU spaces, employees and affiliations.

Hassan asks if the policy covers volunteers.

Srithas states that the policy also covers volunteers of the SCSU.

VOTE: CARRIES

6. OPERATIONAL POLICY – Human Resources Guideline on Civil Conduct

MOVED: Srithas

SECONDED: Shanqit

Be it resolved that Operational Policy – Human Resources Guideline on Civil Conduct be adopted as presented in Appendix 3.

DISCUSSION

Srithas states that this policy is recommended by the Community and Safety Office and that the SCSU lawyers have helped draft the policy. She states that there are similarities to the Student Code of Non-Academic Conduct with the university. She states that the policy is self-explanatory and outlines code of behavior for students affiliated with the union. She states that part-time and full-time employees would follow this policy.

Shanqit asks who will conduct any investigations.

Srithas states that investigations will be conducted based on the persons involved with the investigations. She states that for most staff members this will be the President, Vice-President Operations and/or the

**Minutes of Policy & By-Law Committee Meeting of Scarborough Campus Students' Union
Monday, March 5th, 2018 | 1:00PM | SL-219, UTSC Student Centre**

Executive Director. She states that Executive issues will be brought to the Board of Directors. She states that contracts signify who would need to conduct the investigation.

Kanwar asks if it would be possible to add a timeline to the investigation process that only states “within a reasonable amount of time.”

Sirthas asks what folks consider a reasonable timeline.

Kanwar states that she believes one week to be a good maximum timeline.

Shanqit states that one week may be two short of a timeline and other policies have ninety days listed.

Speaker states that this policy was recommended and drafted by the lawyers and that the language is often purposeful. He states that timelines are hard to set when considering trauma, access to security footage and other issues that often mean timelines are out of hands. He recommends that any request to set a specific timeline be recommended by the SCSU lawyers.

Shanqit states that complainants should report within a week.

Hassan asks if an Executive Director or the Board of Directors can terminate an Executive or if there is a larger committee to make that decision.

Sirthas states that any retribution depends on who the people are. She states that human resources have specific policies, she states that orientation volunteers could be executives or Orientation Coordinators. It depends on who these people are and that if a member of the Board of Directors violates it would be a different procedure than human resources or volunteer procedures.

Hassan asks if the policy is retroactive.

Sirthas states that the policy is not retroactive. She states that the policy also includes a signed waiver understanding the policy.

Frimpong asks how this policy works with the relationship between executives and staff members.

Srithas states that this policy works alongside the bylaws and that bylaw procedures still apply. She states that false accusations also have repercussions.

Kanwar states that volunteers may not feel comfortable reporting or making a complaint to the Executive Director and if so who would they contact.

Srithas states that all contracts have hierarchy of reporting structures.

Ahamed asks what would happen if there were a conflict of interest between complainant, accused or investigators.

Srithas states that there is a policy that addresses conflict of interest.

Shanqit asks if there is an appeals process.

Srithas gives an example with Orientation where investigations happen, but appeals and issues can be further brought to the Board.

PROCEDURAL MOTION:

Be it resolved that all future votes of the March 5, 2018 Policy & Bylaws Committee happen through secret ballot.

MOVED: Sithamparanathan

SECONDED: Kanwar

VOTE: CARRIES

No further discussion

VOTE: CARRIES

7. OPERATIONAL POLICY AMENDMENT – DSA Funding

MOVED: Arayata

SECONDED: Hassan

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Be it resolved that Operational Policy – DSA Funding be amended as presented in Appendix 4.

DISCUSSION

Arayata states that there are three components of the minutes. She states that the first amendment is focused on having Memorandum of Understandings with DSAs which is outdated based on past practice. She states that DSAs are the second change is around training. She states that amending the policy to have Fall and Winter trainings to make the trainings more accessible. She states that the third component is a procedural process for handing over cheques.

Kanwar asks if DSA executives can attend both trainings.

Arayata states that they don't have to be same executives.

MOTION TO DIVIDE

Be it resolved that the three "Be it Resolved" clauses be voted on separately.

MOVED: Srithas

SECONDED: Arayata

VOTE: CARRIES

MOTION FOR DISCUSSION

7a. Be it resolved that the preamble is amended to "DSA has agreed to the requirements listed between DSAs and the SCSU that are listed in the funding policy"

MOVED: Arayata

SECONDED: Hassan

DISCUSSION

Frimpong asks what a MOU is.

Arayata states that the Memorandum of Understanding is an agreement worked out between the SCSU and the DSA over the course of the year in order to receive SCSU funding and services.

Srithas states that the MOUs are renegotiated every year..

Shanqit asks why the SCSU does not have an MOU to sign with DSAs.

Arayata states that it is difficult due to election timelines and transitions between SCSU and the DSAs. By the time the MOU is negotiated it is the end of the term for Executives of SCSU and DSAs.

Shanqit asks if DSAs sign a contract or if it is verbal or email.

Arayata states that they are department-specific but that there are agreements after training. She states there is a DSA agreement available online.

VOTE: CARRIES

MOTION FOR DISCUSSION

7b. Be it resolved that the terms of reference be amended to read "At least two executives per DSA must attend SCSU's summer and Fall/Winter Training. Upon completion of training, the DSA will receive their DSA Card while will grant them access to SCSU resources, and a renewal of status. If the second training is not completed, then the DSA will not be eligible for any further funding rounds".

MOVED: Arayata

SECONDED: Hassan

DISCUSSION

Arayata explains that the policy would read to have a summer training and a fall or winter training. She states that the summer training would remain, and not be named as an annual training anymore.

Kanwar asks if a DSA would not get recognition if they are unable to attend a summer training.

Arayata states that there is an alternate training for the summer that is scheduled in the Fall term.

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Sithamparanathan suggests that the policy be re-worded to make the summer and Fall/Winter training more clear.

Shanqit asks if the VP Academics and University Affairs should be stated in the policy as having discretion to manoeuvre training dates.

Kanwar states that one of the two executive representatives from the DSAs should be the same person. Sithamparanathan states that some of the executives do not have a choice to attend training since some DSAs are too small to have enough people to rotate in training.

MOTION TO REFER

Be it resolved that motion 7b be referred to the DSA Committee.

MOVED: Srithas

SECONDED: Hassan

VOTE: CARRIES

MOTION FOR DISCUSSION

7c. Be it resolved that it is amended to read that "cheques will be available for pick up at the front desk during SCSU Operational hours".

MOVED: Arayata

SECONDED: Hassan

VOTE: CARRIES

8. BYLAW AMENDMENT – Board of Directors

MOVED: Kanwar

SECONDED: Zakir

Be it resolved that the name used on Page 12, Bylaw V 1.5e, "UTSC Women's Centre" be amended to "UTSC Women's and Trans Centre."

DISCUSSION

Kanwar states that this is a typographical and outdated error.

VOTE: CARRIES

9. BYLAW AMENDMENT - Accountability & Membership Transparency Part 1

MOVED: Frimpong

SECONDED: Kanwar

WHEREAS a comprehensive by-law review is necessary for the well-functioning of the SCSU;

WHEREAS these gaps in the by-laws threaten the daily operations and special operations of the SCSU;

WHEREAS previous SCSU Policy and By-laws Committees have not submitted amendments to the by-laws in recent years;

WHEREAS previous SCSU Board of Directors have also not submitted amendments to improve General Meeting of Scarborough Campus Students' Union | 10 the by-laws in recent years;

BE IT RESOLVED that the Policy and Bylaw Committee adopt amending Bylaw III 1.3 from providing the membership 10 days notice of a general meeting to 14 days instead of 10 days;

BE IT FURTHER RESOLVED that the Policy and Bylaw Committee adopt amending By-law III 1. by adding the following, "Winter Semester General Meeting" with the clauses underneath that heading being, "1. A winter term general meeting will be held between February 15th and March 15th of the current academic year to show the progress that SCSU has made towards advancing the objectives sought after by the executive committee.," and, "2. During this meeting, Board of Directors will present their progress on their projects to the union's membership";

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BE IT FURTHER RESOLVED that the Policy and Bylaw Committee adopt amending By-law III, 1.4. to change the numbers for an annual general meeting, from 500 to 700, and 1.4 to be amended to include, "The quorum required for a Winter General Meeting of the Union shall be no less than five hundred (500) Members of the Union, of whom at least forty (40) Members shall be present in person";

Speaker states that this motion has a typographical error in the third clause. He states that the motion is seeking two amend two separate bylaws and should be considered separately so as to not confuse members at future meetings.

MOTION TO DIVIDE

Be it resolved that the final be it resolved clause of item 9 be voted on separately.

MOVED: Shanqit

SECONDED: Kanwar

VOTE: CARRIES

9a. MOTION FOR DISCUSSION

BE IT RESOLVED that the Policy and Bylaw Committee adopt amending Bylaw III 1.3 from providing the membership 10 days notice of a general meeting to 14 days instead of 10 days;

BE IT FURTHER RESOLVED that the Policy and Bylaw Committee adopt amending By-law III 1. by adding the following, "Winter Semester General Meeting" with the clauses underneath that heading being, "1. A winter term general meeting will be held between February 15th and March 15th of the current academic year to show the progress that SCSU has made towards advancing the objectives sought after by the executive committee.," and, "2. During this meeting, Board of Directors will present their progress on their projects to the union's membership";

MOVED: Frimpong

SECONDED: Kanwar

DISCUSSION

Frimpong asks about the timeline for Winter General Meetings and if the notice timeline permits.

Kanwar suggests that the timeline be opened up for an extra month so that the window to host the meeting is longer.

Zakir suggests listing timeline as the Winter Semester.

Kanwar states that the meeting should be in the beginning of the semester and not the end.

Hassan states that the meeting has to happen in the timeline suggested but notice can be sent out earlier.

Srithas states that the date should be set in the summer similar to how the Fall meeting Is scheduled. She states that it should not be too early in the semester.

Zakir asks if it can be separated.

Kanwar asks if there is a report back from executives at the Annual Meeting.

Hassan states that there are reports from Executives at meeting.

Srithas states that the motion clarifies what will be presented at the meeting

RESULT: CARRIES

9b. MOTION FOR DISCUSSION

BE IT FURTHER RESOLVED that the Policy and Bylaw Committee adopt amending By-law VI 4, to add, "4.3 Minor programs may vote for their department director," and, "4.4 First years may not vote for their department director, but only for executive candidates";

MOVED: Frimpong

SECONDED: Kanwar

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DISCUSSION

Srithas states that both of these motions already happen. She states that minor programs are able to vote for departmental directors and that first years are unable to vote for departmental directors because the university list provided during elections does not have subject posts approved yet.

Sithamparanathan states that some programs are fixed so there are discrepancy of who can and who cannot vote.

MOTION TO REFER:

Be it resolved that motion9b be referred to the Elections & Referenda Committee.

MOVED: Hassan

SECONDED: Shanqit

Sithamparanathan asks if first year students are able to run as directors.

Srithas states that first years can run as directors but it requires election staff to verify programs individually. She states that the delay is from the university not having subject posts verified and confirmed until late spring or the summer.

Shanqit is worried that students can enrol in multiple Minor programs so that they can run for programs and get votes from friends.

Arayata states that most programs take time to approve being accepted into the minor program.

Kanwar states that there are some programs that give automatic approval to be enrolled in the minor.

VOTE: CARRIES

10. BYLAW AMENDMENT - Accountability & Membership Transparency Part 2

MOVED: Frimpong

SECONDED: Srithas

WHEREAS a comprehensive by-law review is necessary for the well-functioning of the SCSU;

WHEREAS these gaps in the by-laws threaten the daily operations and special operations of the SCSU;

WHEREAS previous SCSU Policy and By-laws Committees have not submitted amendments to the by-laws in recent years;

WHEREAS previous SCSU Board of Directors have also not submitted amendments to improve General Meeting of Scarborough Campus Students' Union | 10 the by-laws in recent years;

BE IT RESOLVED that the Policy and Bylaw Committee adopt amending the dates specifically listed in By-law X 3. As August 1st, from August 1st to May 1st;

BE IT FURTHER RESOLVED that the Policy and Bylaw Committee adopt amending By-law X 1., to include the clause, "Executives of the Union are considered abandoning their office when they have missed 5 board of director's meetings without adequate reason, and have missed at least 3 executive committee meetings per month without adequate reason, and shall receive a special hearing by the board of directors to rectify the situation";

BE IT FURTHER RESOLVED that the Policy and Bylaw Committee adopt amending, By-law X, 3., to include the following, "For financial transactions that take place at commissions, commissions members may grant up to \$250 per project informally with explanation of where the money will be directed," and, "For projects that request over \$500, they will be required to make a formal presentation to the commission," and amending 3.(f) to read, "Quorum is three (3) non-Board members and three (3) members of the Board of the Commission(s) with at least one of those members being a Department Director.

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DISCUSSION

Speaker states that there are typographical errors in this motion as well that covers multiple Bylaw articles. He suggests a motion to divide.

MOTION TO DIVIDE

Be it resolved that motion 10 be divided so that the third clauses is voted on separately.

MOVED: Kanwar

SECONDED: Frimpong

VOTE: CARRIES

10a. MOTION FOR DISCUSSION

BE IT RESOLVED that the Policy and Bylaw Committee adopt amending the dates specifically listed in By-law X 3. As August 1st, from August 1st to May 1st;

BE IT FURTHER RESOLVED that the Policy and Bylaw Committee adopt amending By-law X 1., to include the clause, "Executives of the Union are considered abandoning their office when they have missed 5 board of director's meetings without adequate reason, and have missed at least 3 executive committee meetings per month without adequate reason, and shall receive a special hearing by the board of directors to rectify the situation";

MOVED: Frimpong

SECONDED: Srithas

DISCUSSION

The Speaker states that through reading the whereas clauses the intention of the motion is to close gaps for interpretation. He states that the first clause is already happening and is a typographical change. He states that the language the SCSU currently has is the most standard practice. However, to change the first be it resolved should be amended to April 30th because it would be a whole new executive if it stated May 1. He states that the second clause should be consulted with a lawyer, because it is open to so much interpretation that any use of the bylaw could potentially be taken to court. He states that many aspects of the second clause are already listed in the Bylaws under Executive responsibilities to attend Executive Committee Meetings. He states that this is just to say all of what is presented here happens, but the intention of the motion is to clarify any inconsistencies that members will read. He states that these recommendations may actually make it more inconsistent and confusing. He states that many of the concerns about interpretation are addressed in Bylaw I on Interpretation. He states that, in essence, what this motion is doing is redundant. He states that the ultimate decision is up to this committee and the subsequent processes to determine if those changes should be made.

Hassan suggests that the second clause could be made more clear by stating Directors and Executives, as many students and Directors do not see Executives as Directors.

Srithas suggests keeping the language the same since executives are directors.

Srithas suggests keeping the language the same since executives are directors. She suggests that if the change is made, it should be made for both Abandonment of Office and Ineligibility.

The Speaker clarifies that the new timeline of August 1 to May 1 does not affect the period of May to July. He states that there are bylaws that govern filling vacancies at that time.

MOTION TO AMEND:

BE IT RESOLVED that Bylaw X – Removal from Office 3.1b and 3.2b be amended to read:

3.1b. If the vacancy occurs between August 1 and April 30 or once the Fall Session General Elections process has begun, the Executive Committee shall post the vacant position for no less than twenty (20)

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days, conduct an interview process and select two (2) candidates to send to the Board of Directors for election.

3.2b If the vacancy occurs between August 1 and April 30 or once the Fall Session General Elections process has begun, the Executive Committee shall post the vacant position for no less than twenty (20) days, conduct an interview process and select two (2) candidates to send to the Board of Directors for election.

BE IT FURTHER RESOLVED that Bylaw X – Removal from Office 1.1 and 2.1 be amended to read:

1.1 A Director or Executive of the Union shall be deemed to have vacated their position automatically:

2.1 A Director or Executive of the Union shall cease to be eligible to remain in such office if the Director or Executive:

MOVED: Srithas

SECONDED: Arayata

VOTE: CARRIES

MOTION AS AMENDED:

BE IT RESOLVED that Bylaw X – Removal from Office 3.1b and 3.2b be amended to read:

3.1b. If the vacancy occurs between August 1 and April 30 or once the Fall Session General Elections process has begun, the Executive Committee shall post the vacant position for no less than twenty (20) days, conduct an interview process and select two (2) candidates to send to the Board of Directors for election.

3.2b If the vacancy occurs between August 1 and April 30 or once the Fall Session General Elections process has begun, the Executive Committee shall post the vacant position for no less than twenty (20) days, conduct an interview process and select two (2) candidates to send to the Board of Directors for election.

BE IT FURTHER RESOLVED that Bylaw X – Removal from Office 1.1 and 2.1 be amended to read:

1.1 A Director or Executive of the Union shall be deemed to have vacated their position automatically:

2.1 A Director or Executive of the Union shall cease to be eligible to remain in such office if the Director or Executive:

MOVED: Frimpong

SECONDED: Srithas

VOTE: CARRIES

10b. MOTION FOR DISCUSSION

BE IT FURTHER RESOLVED that the Policy and Bylaw Committee adopt amending, By-law XI, 3., to include the following, “For financial transactions that take place at commissions, commissions members may grant up to \$250 per project informally with explanation of where the money will be directed,” and, “For projects that request over \$500, they will be required to make a formal presentation to the commission,” and amending 3.(f) to read, “Quorum is three (3) non-Board members and three (3) members of the Board of the Commission(s) with at least one of those members being a Department Director.

DISCUSSION

Shaqit asks what a commission is.

Chair states that a commission is an open meeting of the members around specific sections of the students' union, usually relating to an Executive portfolio.

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Srithas suggests that there is no financial policies about commissions now. She suggests that this motion should be in the donation policy since procedures already exist there and amounts are similar.

MOTION TO AMEND:

BE IT FURTHER RESOLVED that the Operational Policy – Donations Policy be amended to read “Executive Committee and/or Commissions.”

MOVED: Srithas

SECONDED: Frimpong

DISCUSSION

The Speaker states that if this is passed then the main motion will address both policy and bylaw changes. He states that this is not typically done but would be germane to the original motion. He states that having a financial procedure listed as a policy is more flexible than enshrining it in a bylaw. He recommends separating the original motion to ensure that everyone is clear on what they are voting on.

VOTE: CARRIES

Hassan asks if the motion will go to the board.

Chair states that the entire motion will go to the board, but that only the bylaw amendment would go to the General Meeting.

MOTION TO DIVIDE:

10b. BE IT FURTHER RESOLVED that the Operational Policy – Donations Policy be amended to read “Executive Committee and/or Commissions.”

10c. BE IT FURTHER RESOLVED that Bylaw XI be amended to read 3.(f) to read, “Quorum is three (3) non-Board members and three (3) members of the Board of the Commission(s) with at least one of those members being a Department Director.

MOTION: Sana

SECONDED: Frimpong

VOTE: CARRIES

10b. MOTION FOR DISCUSSION

BE IT FURTHER RESOLVED that the Operational Policy – Donations Policy be amended to read “Executive Committee and/or Commissions.”

MOVED: Frimpong

SECONDED: Srithas

VOTE: CARRIES

10c. MOTION FOR DISCUSSION

BE IT FURTHER RESOLVED that Bylaw XI be amended to read 3.(f) to read, “Quorum is three (3) non-Board members and three (3) members of the Board of the Commission(s) with at least one of those members being a Department Director.

MOVED: Frimpong

SECONDED: Srithas

VOTE: CARRIES

11. AMEND OPERATIONAL POLICY- Donations Policy

MOVED: Frimpong

SECONDED: Srithas

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WHEREAS, the Canadian Federation of Students and the Scarborough Campus Students' Union has a long-standing commitment to challenging systems of oppression and dismantling inequity in resource delivery; and

WHEREAS, the Scarborough Campus Students' Union provides donations to external organizations to further the mandate of the union and support campaigns and equity work being done within the community; and

WHEREAS, as students, we need to ensure that the Scarborough Campus Students' Union is fulfilling their responsibility to collectively challenge systems of oppression and inequity on campuses and beyond, through different means, including financial donations; and

WHEREAS, students face mental health challenges resulting from marginalized intersectional identities, stresses involved in immigration and settlement, and structural violence; and

WHEREAS, Scarborough Campus Students' Union has the responsibility to financially assist external not for profit organizations that directly support marginalized and visible minority communities within student population whose needs are not well served by existing campus resources;

WHEREAS, a low donation amount is insufficient for the Scarborough Campus Students' Union to meet their outlined responsibilities in challenging systems of oppression; so

BE IT RESOLVED that the Policy and Bylaw Committee adopt to amend the financial amount of \$1000 to \$25,000 under the OPERATIONAL POLICY – Donations Policy, and for the “Preamble” to say “...the SCSU will provide a maximum of \$25,000 in donations per fall and winter term.”

DISCUSSION

The Speaker states that we are now amending the Operational Policy on Donations. He states that the policy is confusing because it lists different numbers on different parts of the policy and is not clear on funding available to organisations and funding budgeted.

Kanwa asks if it is \$1000 for the total budget.

Srithas states that Donations has been set at \$5000 this year with a maximum of a \$1000 a semester. In practice each organization gets around \$500. She states that the SCSU creates a budget every year on how money was spent in the previous year, this year the total amount is \$5000 dollars. What this motion is asking to budget for \$25,000. She states that she reads this motion as asking for \$25,000 to be budgeted for next year.

The Speaker states that he reads the motion differently and that as the motion is written, each group would be eligible for up to \$25,000. He states that the preamble does not do anything in policy and that the main function of the policy is the procedures. He states that the procedure that is being changed in this motion is the maximum per group.

Hassan suggests amending the motion to change the budgeted amount for Donations in the policy, and potentially increasing the total applicable funding per group.

Srithas recommends sending this motion to finance committee. She states that it does not make sense to change the amount of funding if it is not already clear in the SCSU policies.

The Speaker states that both ideas are in order. He states that the committee should review any bylaws and policies on finance to make sure any new policy does not conflict. He suggests addressing the amendment first and then determining if the committee wishes to send to Finance Committee.

Shaqt states that he does not know if \$25,000 is feasible.

Hassan states that the amount is feasible given the surplus of the SCSU.

Srithas states that although it is financially feasible it is a large increase, especially for external groups.

She states that the SCSU should be investing in our students rather than student organizations.

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Zakir states that she would like to increase the maximum funding per group to \$1000.

Frimpong states that she prefers a cap of \$500 to maximize number of groups which could receive.

Zakir states that the maximum is only a maximum and that donations are often given below the maximum allowable.

MOTION TO AMEND:

Be it resolved that Operational Policy – Donations Policy be amended to read:

“The SCSU will budget a minimum of \$25,000 annually to be distributed as set out via the donation policy” in place of “The SCSU will provide a maximum of \$1000 in donations per fall and winter term.”
“Organizations are eligible to receive a maximum of \$1000 through donations per year (May1-April30).
Priority will be given to new applicants.”

MOTION: Kanwar

SECONDED: Shanqit

VOTE: CARRIES

MOTION TO REFER

Be it resolved that motion 10 – Operational Policy – Donations Policy be referred to the Finance Committee.

MOVED: Srithas

SECONDED: Shanqit

DISCUSSION

Srithas states that as the chair of the Finance Committee they do not believe it is fair to allocate this amount of money to external donations. She states that though the SCSU does a lot of work with external groups, this is a five time increase and is a large jump. She states that she does not believe this should be embedded in policy.

Zakir states that they want to get this policy approved because they believe this committee has the right information to make the decision. She states that many students are served through these external organisations that would not otherwise be served by the SCSU.

Shanqit states that there is no guarantee that the \$25,000 will be used or that there is a need for such a high amount.

Hassan states that she does not believe this amendment should go to Finance Committee. She states that the SCSU budgets on five year projections and when projects are not available they can obtain reasonable evidence to prove increases. She states that a \$500 maximum allocation is more appropriate.

Zakir states that executives need to do a better job advertising donation opportunities, herself included.

The Speaker reminds everyone to speak to the motion on the table regarding referring the motion to Finance Committee.

Kanwar asks if the budget can be pulled up to show the amount of funding budgeted and used year-to-year.

Shanqit states that there should be more investigation into other students' union policies.

Kanwar states that there is a Scarborough specific context that justifies a larger donation sum to external groups.

The Speaker reminds members to speak to motion to refer.

Srithas states that the 2016-17 budget does not have a specific breakdown of donations but the total administrative expenses.

Kanwar states that she wants to know what the SCSU surplus has been for the past few years.

Srithas states that the surplus is \$100,090.

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Shanqit asks if that funding goes to the Student Centre Reserve and other reserves.

Srithas states that the surplus the year before was \$96,000.

Kanwar asks if another amendment can be made to change to a maximum of \$25,000.

The Speaker states that there is an amendment to the amendment and that this should be cleared up first before changing other wording.

VOTE: FAILS

MOTION TO AMEND

Motion to amend the amendment from \$25,000 to \$15,000.

MOVED: Srithas

SECONDED: Shanqit

DISCUSSION

Srithas states that there were drastic changes to the SCSU budget because the union has a surplus of \$100,000. She states that there have been a lot of minor finance changes that have added up. She states that she agrees with the sentiment that as a Union there needs to be an external approach, but \$15,000 is a modest change. She states that this year they have not reached \$5,000 dollars in allocations. She states that having restricted funds that cannot be used otherwise is not good practice.

Shanqit states that the increased cap will encourage more applicants. He states that building the Student Centre reserve is important and will take a lot of the typical surplus.

Frimpong states that the fivefold increase is a lot. She states that it is a lot of throwing out numbers and that she sees other areas of the SCSU that also need funding such as the Bursary Committee.

The Chair reminds the room that the motion is discussing a minimum funding requirement and that the Board can decide to increase the total budgeted amount if desired.

Shanqit states that the Bursary Committee gets \$10,000.

Zakir states that once the donations policy is better known, more groups and students will apply.

Hassan states that the money is there and that the promotion needs to also get there.

Srithas states that the budget is set on how much money was used in the previous year.

Hassan states that assumptions are made in a five year project plan. She states that there are also justifiable assumptions that warrant higher increases.

Frimpong states that this is a largely hypothetical discussion. She states that the funding is there but has not been entirely used.

Shanqit states that \$15,000 is a pretty good start. He states that if they do decide that they do need more than \$15,000 then the Board can decide to allocate if they do decide.

VOTE: CARRIES

MOTION TO AMEND THE AMENDMENT

Be it resolved that \$15,000 be changed to \$20,000.

MOVED: Zakir

SECONDED:

The motion failed to get a seconder.

VOTE: FAILS TO REACH FLOOR

MAIN MOTION

VOTE: CARRIES

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MOTION TO DESTROY BALLOTS

MOVED: Srithas

SECONDED: Arayata

VOTE: CARRIES

12. Adjournment

Meeting adjourns at 2:58pm.

MOVED: Kanwar

SECONDED: Shanqit

VOTE: CARRIES

MINUTES – SCSU COMMISSIONS

**Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Tuesday, February 13th, 2018 | 5:00pm | UTSC Student Centre, SL – 232**

1. Call to Order – 5:12pm

2. Approval of the Agenda

Moved: Frimpong

Seconded: Joachimpillai

CARRIED

3. Land Acknowledgement/Equity Statement

4. Attendance (voting & non-voting members)

Present:

Srithas (chair)

Frimpong (voting)

Joachimpillai (voting)

Hassan (voting)

Mohamed (voting)

Vigneswaramoorthy (voting)

Arayata (voting)

Rajabi (non-voting)

Absent:

Siewrattan (secretary)

Okoro (non-voting)

Maharaj (non-voting)

Han (non-voting)

Estaris (voting)

Zakir (voting)

Banveyi (voting)

Atwal (voting)

Abdillahi (voting)

Konstantopoulos (voting)

Sahavian (voting)

Ramzi (voting)

Raguwaran (voting)

Williams (voting)

Morris (voting)

Brown (voting)

5. Donation Request: Sexual Violence Tool Kit

Rajabi: Toung Women's Leadership Network hosts workshops and events centered around advocacy. This initiative will help managers and volunteers support those who may have experienced gender based violence. This will help pay for coordinators and support staff.

MINUTES – SCSU COMMISSIONS

**Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Tuesday, February 13th, 2018 | 5:00pm | UTSC Student Centre, SL – 232**

Frimpong: How much is the donation request?

Rajabi: The campaign is requesting \$500

Frimpong: How many kits will this program offer?

Rajabi: There will be 2 training workshops with 20 spots each. It is meant to be unlimited but the campaign material will be free.

Be it resolved that the SCSU donate \$500 towards Young Women's Leadership Network

Moved: Frimpong

Seconded: Joachimpillai

CARRIED

6. Other Business

Joachimpillai: Asks about Textbook fonts being available

Arayata: Working with the library on different font formats for Textbooks and will follow up.

7. Adjournment

Moved: Vigneswaramoorthy

Seconded: Arayata

MINUTES – SCSU EXECUTIVE COMMITTEE
Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Thursday, January 18th, 2018 | 1:00pm | UTSC Student Centre, SL – 108

1. Call to Order:
 - a. Present: Arayata, Srithas, Frimpong, Mohamed, Hassan, Siewrattan
 - b. Absent: Zakir

BIRT the January 18th Agenda be approved as presented
APPROVED

2. Valentine's Day Card
SOS would like to have the Valentine's Day card project done again. There will be discussions on new cards and a reconciliation of the old cards.
3. Rainbow Tie Gala
The Executive will be attending the Rainbow Tie Gala
4. Class Schedules
The executives were asked to submit their class schedules to ensure they are meeting their requirements under the by-laws.

BIRT the January 18th meeting be adjourned
APPROVED

MINUTES – SCSU EXECUTIVE COMMITTEE

**Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Monday, February 5th, 2017 | 12:00pm | UTSC Student Centre, SL – 108**

1. Call to Order:
 - a. Present: Arayata, Srithas, Frimpong, Mohamed, Zakir
 - b. Absent: Hassan

***BIRT the February 5th Agenda be approved as presented
APPROVED***

2. Fairness for Students Rally
RSC, TSA, CFS, CUPE3902 will be there 1:00 - 2:00. Students will be marching from BV to the Student Centre. Free food will be distributed in the Student Centre. The VP External will be speaking on behalf of the SCSU Executive team and FTF banners will be posted in the student center.
3. Multi-Faith Centre
There have been two meetings conducted and this will continue to be worked on after this executive term.
4. Maya Nominations
20 people have submitted nominations for the Photo Journal
5. Food for Fines
The executive has agreed to participate in the Food for Fines program this year. The food will be donated to Mornelle Court Food Centre and/or a Muslim Welfare Centre.
6. UTSC Band Collaboration
An alumni would like to host an event with UTSC Professors to perform live. Currently there is nothing planned for April. There will be a follow up to determine more logistics for this event.
7. FBP Photos in Student Centre
There are photos that Future Black Physicians would like to put up in the Student Centre from Hart House. These photos will potentially be put into the TV Lounge or INS Hallway.
8. Libya Vigil
One of our directors would like to host a vigil on February 12th from 5-6pm. There is interest in having timbits or snacks available. The vigil will perhaps start in SL-232 and end at the BV wall.
9. Tax Clinic
The VP Operations has gone on leave and the Tax Clinic will be now run by the President.
10. URS
There are more students that are making submissions for URS. Students are still encourages to apply.
11. CUPE 3902
On Friday 16th February CUPE 3902 will be coming to host an info session about the TA strike to educate students on the current happenings.

12. International Women's Day

MP Salma has invited the SCSU executives for a meeting. They would like to know more about Gender Equity work that the Students' Union does. Availability dates were sent and the executive is now awaiting a reply.

13. MPP Mitzie Hunter

The minister is interested in having an event for high school students during Montreal Reading Week. They would like to know whether the Union would like to participate. This will be posted on the Volunteer Network Program website.

14. Urban Promise

There is an alumni that graduated in the Arts Management Area and is looking for financial support for missionary work in Rexdale. There are plans to bring this to the next Commission meeting, however it must be a UTSC student that brings this to the commission.

15. TA Strike

There are discussions about whether to support the TA Strike. HCSSA has stated that the deadline for arbitration is the 26th. CUPE 3902 should be present at the Dog Therapoy as an information table.

16. SCPA

This club will be hosting an event on dialogues and diaspora and they are looking for promotional help on social media. There are other organizations like MSA that will be assisting.

17. IAW

There is interest in having a Palestinian Art display for IAW. This will be done during March.

BIRT the February 5th meeting be adjourned

MINUTES – SCSU EXECUTIVE COMMITTEE

**Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Thursday, February 15th, 2018 | 2:00pm | UTSC Student Centre, SL – 108**

1. Call to Order:

- a. Present: Arayata, Srithas, Frimpong, Mohamed, Zakir, Hassan
- b. Absent:

***BIRT the February 15th Agenda be approved as presented
APPROVED***

2. Pakistani Student Association

There was interest in booking space for this club, however, if SCSU books the space, they are required to be present at the event. There was a discussion on ensuring Presidents of clubs are contacted before working with them.

3. Commissions

There was a request to ensure that students are made aware of how to submit a motion to the Commission meetings. This information is on the graphic image but there was a further discussion to have this in the event description.

4. Montreal

The contract states that there will be a room assigned to SCSU that has space for four people. There was a discussion about raffling off the tickets but upon reading the contract in detail, it is only for SCSU Staff/Executive.

5. General Meeting

There was a discussion about the procedure for the meeting. Request for motions will need to be submitted before an agenda is published. March 6th or 8th are the proposed dates. There was a suggestion to present an executive report to this meeting. The reports need to be submitted early due to the 10 day notice of meeting requirement where the agenda also needs to be made available.

6. Showcase

This event is happening tonight. The President will be responsible for the vendors.

7. Foodbank

There is interest in having the foodbank be present at the Health and Wellness Fair. This will be relayed to the Food Bank Coordinator to fit into their schedule.

8. Town Hall with Hon. Mitzie Hunter

This event will be moving forward. More details will be made available soon.

BIRT the February 15th meeting be adjourned

MINUTES – SCSU EXECUTIVE COMMITTEE
Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Tuesday, February 27th, 2018 | 11:00am | UTSC Student Centre, SL – 108

1. Call to Order:
 - a. Present: Arayata, Srithas, Frimpong, Mohamed, Hassan
 - b. Absent: Zakir

BIRT the February 27th Agenda be approved as presented
APPROVED

2. Operation Groundswell
There is a student organization that wants us to share their volunteer posting, but this can be shared with VNP.
3. URS
The executive will notify the VP AUA on their attendance for this event to help with outreach. There will also be class talks for this event.
4. Leave the Pack Behind
There is a student who is part of this group for promoting healthy ways of smoking and how to quit. There is an event called “What it Takes to Become a Doctor” partnered with BioSA and Future Black Physicians on March 6th from 3-5pm and they would like to discuss a potential collaboration. The executives have agreed to attend but there has been no discussion on advertising.
5. Policy and By-law Motions
There are some amendments that are required for the DSA Policy. Also, the lawyers have indicated that SCSU is legally required to have an Anti-Harassment and Anti-Discrimination policy under the Occupational Health and Safety Act.

BIRT the February 27th meeting be adjourned
APPROVED

MINUTES – SCSU EXECUTIVE COMMITTEE
Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Thursday, March 15th, 2018 | 1:00pm | UTSC Student Centre, SL – 108

1. Call to Order:
 - a. Present: Arayata, Srithas, Frimpong, Mohamed
 - b. Absent: Zakir, Hassan (On-Leave)

BIRT the March 15th Agenda be approved as presented
APPROVED

2. ED Updates

The executive director is currently working on closure of the KFC Corporation. The documents have been filed with the ministry. Due to the updates to ESA lawyers are being consulted on template contracts for part-time staff. Currently investigating EFT for Health and Dental Opt-Outs.
3. Communications UTSC

Sara Weales from communications would like to feature the student centre on the UTSC Instagram. The VP Equity will get in contact with communications about the availability of the Executive for a photo.
4. VNP

The VP External has expressed interest in providing \$3000 of their budget toward VNP scholarships. There will need to be confirmation with the VP External as they are not currently present at ECM.
5. SCSU Awards

The executive went through the nominations submitted for the SCSU Awards and voted on candidates

BIRT the March 15th meeting be adjourned
APPROVED

MINUTES – SCSU EXECUTIVE COMMITTEE

**Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Thursday, March 22nd, 2018 | 11:00pm | UTSC Student Centre, SL – 108**

1. Call to Order:
 - a. Present: Arayata, Srithas, Frimpong, Mohamed, Siewrattan
 - b. Absent: Zakir (On-Leave), Hassan (On-Leave)

***BIRT the March 22nd Agenda be approved as presented
APPROVED***

2. ED Updates

The staff union has been in contact about bargaining, an invitation for a bargaining meeting will be set up for the Executive Director, Vice-President Operations and President.

3. Maya

The launch date will be in April 1st. The executive will be booking the Ralph Campbell Lounge for the event.

4. IDSSA

This DSA would like to collaborate for a clothing drive where participants pay \$5 and the money is donated to a charity. More details will be provided by the Vice-President Academics & University Affairs.

***BIRT the March 22nd meeting be adjourned
APPROVED***

**S.C.S.U Spring
Elections 2018**

**By: Sahab Jesuthasan
SCSU Chief Returning Officer**

Introduction

As dictated by the SCSU Constitution and Bylaws, general elections are conducted by the union during each spring session. The elections procedure code is the governing document for all elections. The Elections and Referenda committee, along with the Chief and Deputy Returning Officers are charged with upholding the spirit and principles of this document. The Chief Returning Officer reports to this committee in administering the day-to-day activities of the elections.

For the 2018-2019 term, a Spring Elections was conducted to fill the following vacant positions:

Executives

President
VP Operations
VP Equity
VP External
VP Academics

Directors

Critical Development Studies
French & Linguistics
Anthropology & Health Studies
Art, Culture & Media
Biological Sciences
Computer & Mathematical Studies
English
Historical & Cultural Studies
Human Geography
Management
Philosophy
Physical & Environmental Science
Psychology
Political Science
Sociology
Part Time Director

Notice/Advertisement

Notice of the Spring 2018 Elections was published on the SCSU website and presented in the Campus student publication.

The notice included dates and locations for the nomination period, campaign period, and the voting period.

Nominations and Eligible Candidates

Executive Elections: Candidates

Nomination packages were available for candidates. Returned nomination packages were verified by the CRO and DRO's. At the close of nomination period it was found 2 candidates did not achieve the valid number of signatures required to become a candidate. A valid membership list from the University of Toronto student provost office was received during the start of nomination period. Unofficially disqualifying the candidates in question.

An appeal was made, the EAC decided to overturn 1 of the disqualifications. The ERC decided that the membership list was to be retrieved for the beginning of nomination period

At the close of nomination period, the CRO disqualified 1 candidate for abuse of power, and malicious or intentional violation of the election procedure code.

The EAC decided to amend the CRO's ruling deeming the candidate eligible to run for SCSU's 2018 Spring election.

Candidates eligible to run for the Spring 2018 Election.

| | |
|---------------|--------------------|
| President | Alibux, Rayyan |
| President | Brayiannis, Nicole |
| President | Hassan, Deena |
| VP Academics | Abdulle, Ayaan |
| VP Academics | Etwaroo, Romayleah |
| VP Equity | Douglas, Mary |
| VP Equity | Lhamo, Chemi |
| VP External | Sunglao, Joseph |
| VP External | Syed, Hana |
| VP Operations | Abdulhamid, Nash |
| VP Operations | Chan, Desmond |

Director Elections: Candidates

After verifying valid signatures, The following candidates were deemed eligible to run as director candidates for SCSU's Spring Election 2018

| | |
|---------------------------------|-----------------------|
| Anthropology & Health Studies | Williams, Lavelle |
| Anthropology & Health Studies | Lalani, Mobeen |
| Art, Culture & Media | Coll, Caitlyn |
| Art, Culture & Media | Stojanovski, Sylive |
| Biological Sciences | Sampat, Rebecca |
| Biological Sciences | Syed, Hassan |
| Computer & Mathematical Studies | Harris, Kemar |
| Computer & Mathematical Studies | Hossain, Soaad |
| Critical Development Studies | Masud, Raisa |
| Critical Development Studies | Gheerawo, Leeza |
| English | Tootonsab, Zahra |
| English | Aman, Khan |
| French & Linguistics | Georgiadis, Stavroula |
| French & Linguistics | Tadesse, Kali |
| Historical & Cultural Studies | Tsai, Li Yang (Leon) |
| Historical & Cultural Studies | Aanisah Shafee |
| Human Geography | Jung, Yi-Chaun (Andy) |
| Human Geography | Kassim, Hanna |
| Management | Helpard, Amelia |
| Management | Awad, Ibrahim |
| Part Time Director | Sahar, Billy (Belal) |
| Philosophy | Saldanha, Rebecca |
| Philosophy | Abdulla, Sukiena |

Physical & Environmental Science Paulite, Taylor
Physical & Environmental Science Taj, Zakia Fahmida

Political Science Shaikh, Yusra
Political Science Dang, Raymond

Psychology Hoffman, Jake
Psychology Elkas, Jack

Sociology Morris, Ashley Ann
Sociology Lagman, Louise

2 candidates decided to withdraw their candidacy after the events of the All Candidates meeting held on Jan 22nd 2018.

Historical & Cultural Studies - Aanisah Shafee
English - Aman Khan

The following candidates had no opposition, therefore no ballots were prepared and positions were acclaimed unofficially:

| | |
|--|-----------------------------|
| Historical & Cultural Studies | Tsai, Li Yang (Leon) |
| English | Tootonsab, Zahra |
| Part Time Director | Sahar, Billy (Belal) |

All Candidates Meeting

Jan 22nd 2018

The All Candidates Meeting was originally scheduled for Jan 22nd 2018. The meeting was disrupted by student protesters. Unable to conduct the remainder of the meeting the meeting was cancelled.

Students part of this protest, severely undermined SCSU's electoral process. Staff of the student union sustained injuries. The CRO also sustained injuries during the disturbance. The previous CRO resigned at this time.

The ERC decided to open applications for a new CRO, and voted to keep the current timeline of the elections in respect to voting days. The ERC also decided a new date for the All Candidates Meeting.

CRO interviews were conducted and a new CRO was officially hired Jan 29th/2018

Jan 29th 2018

The newly hired CRO was present for the scheduled All Candidates Meeting. At this meeting UTSC Campus police was present to go over the university's policy on disturbances of meetings, they remained present till the conclusion of the meeting.

The CRO went over all material in the Elections Procedure Code. All Candidates and proxy's signed a statement of understanding at the conclusion of this meeting.

All Candidates Forum

The All Candidates Forum was organized and set up by the CRO on Feb 1st, 2018 12pm. The CRO was hired Jan 29th/2018 The CRO notified all candidates of the date and time of the Forum Jan 30th. Attendance was not mandatory.

Candidates chose not to attend the forum. The forum was scheduled the same day as Drop the Fees campaign, this was an oversight by the CRO. Time constraints forced the CRO to pick this time has the most suitable.

Candidates voiced their concerns about the timing. Candidates refused to attend the forum, citing prior commitments. Due to the time constraints, and the inability to reschedule the CRO continued with scheduled Forum. The CRO had no contact with staff or ERC regarding the planning of this forum. According the Election Procedure code this event is to be organized solely by the CRO.

The Forum concluded before the Drop the Fees rally began. The video was available for online 24 hours in accordance with the Election Procedure Code.

Hiring Procedure

The position of poll clerk was also advertised on the SCSU website. The DRO and CRO conducted interviews with all applicants. Successful applicants were scheduled for training sessions that were held at various time slots, and conducted by the CRO, DRO.

Ballot Printing and Ballot Prep

All ballots were designed and printed in house at the SCSU office. Order of names on all ballots were sorted alphabetically. Poll Clerks and SCSU staff members assisted with the preparations of ballots. All ballots were numbered. Executive ballots were stapled together.

Voting Period

A total of three (3) polling stations were available to members. Feb 6th – Feb 8th 10:00am – 6:00pm.

Polling Stations

BV Tim Hortons
IC Atrium
Student Centre

Poll clerks were instructed to meet at the SCSU office 45 minutes prior to their morning shifts, and walked to their assigned polling station with their partner 15 minutes prior to opening for set up. Poll Clerks were instructed to construct Ballot boxes once they arrived to their respected polling station. The DRO, and CRO went to each polling station afterwards to seal each ballot box. Each seal was initialed by the CRO, or DRO, Poll Clerk or scrutineer present.

Ballots for the elections were deposited into ballot boxes, and were later separated during the ballot count. At the end of each voting day, ballot boxes were stored with UTSC campus police, and were transported by the CRO, DRO & Poll Clerks to the campus police office. All ballot boxes were held at this location until the end of the voting period. At the close of voting, ballot boxes were transported by the CRO, and members of the elections committee to the location for the ballot count.

The Ballot count was conducted in the Student Centre.

Campaign Period and Elections Violations:

Elections

The Campaign Period spanned from Jan 30th 9:00am to the close of voting Feb 8th, 6:00pm.

Campaign restrictions included a set of posting guidelines as provided by the CRO, areas designated 'no campaign zones', and all other relevant guidelines as described in the Elections Procedure Code.

Overall, there are several concerns about the Election Procedure code that are left to interpretation. Major concerns regarding Harassment, undermining the electoral process, and slander.

A number of candidates questioned and continue to question the integrity of the election process. All recommendations will be outlined below.

1 Presidential Candidate was unofficially disqualified Feb 5th by the CRO for amassing more than the allowable demerit points. The CRO found a candidate violating the following rules outlined in the Election Procedure code; Pre-Campaigning, and Misinterpretation of facts.

The EAC met regarding the disqualification and amended the CRO's decision. The candidate was found only to be Misrepresenting facts and amassed more demerit points than the allowable limit upholding the CRO's decision to disqualify.

Presidential Candidates after disqualification;

Alibuxx Rayyan
Nicole Brayianas

Detailed Demerit point violations, Election Referendum Committee decisions, Elections Appeals Committee decisions can be found on SCSU's website.

Recommendations can be found at the end of this document.

Double Envelope System:

During the election, the double envelope system was used whenever an individual's name was not verified by the online system. This occurred where members were either not an official student or a member was not in possession of their t-card. Also if laptops lost power poll clerks were instructed to double envelope. These individuals were given the opportunity to cast a ballot, and once verified elections officials included their vote in the final count.

Total Double Envelopes Cast - 44

6 double envelope votes cast were verified non-members. This was not added to the spoilt ballot total.

**A total of 38 students were verified by Office of Provost and added to the tally list.
6 were therefore considered spoiled**

The double envelopes were added to the tally on Feb 13th 2018 - 6pm

Voting Day Issues and Concerns.

Day one of voting, Polling stations were open at 10:00am. A list provided by the university was used to verify students and members of SCSU. During the first two hours poll clerks were giving 1st year students ballots for director positions.

The precedence in past SCSU elections have been that 1st years were not permitted to vote for the BOD. They were only entitled to vote for executives. This is not stated in the Election Procedure Code, and was not passed by the ERC for the 2018 SCSU elections.

CRO realizing the precedence had been set in previous elections decided with discretion to keep with precedence. The list provided by the university did not state what year a student was in. Any first year who had declared their major by the close of nomination period was showing their respective constituency. Therefore our poll clerks were issuing ballots to first years for BOD positions. The CRO was notified and instructed all DRO's and Poll clerks to ask students what year of study they were in while verifying candidates.

The error was caught fairly quickly, and constant reminders were given to poll clerks during voting days to ask each student their year of study.

A recommendation will be made to make this process easier so future errors like this do not occur.

Members walking away with ballots occurred, the CRO was notified each time this issue arose. Poll clerks were instructed not to leave polling stations, and could not prevent students from walking away with ballots in hand.

Poll clerks notified the CRO of Ballots that were left in voting areas. The CRO or DRO would deposit these ballots in the ballot box. Poll clerks were instructed not to touch the ballot once given to a student.

Election Results

President

| | |
|---------------------------|------------|
| Alibux, Rayyan | 731 |
| Brayiannis, Nicole | 924 |
| Spoiled | 257 |

VP AUA

| | |
|------------------------|-------------|
| Abudulle, Ayaan | 1012 |
| Etwaroo Romayleah | 700 |
| Spoiled | 201 |

VP External

| | |
|-------------------|-------------|
| Sungalao, Joseph | 775 |
| Syed, Hana | 1014 |
| Spoiled | 123 |

VP Equity

| | |
|---------------------|------------|
| Douglas, Mary | 777 |
| Lhamo, Chemi | 973 |
| Spoiled | 157 |

VP Operations

| | |
|----------------------|------------|
| Abdulhamid, Nash | 785 |
| Chan, Desmond | 972 |
| Spoiled | 156 |

Director Candidates

Anthro & Health Sci.

| | |
|-----------------------|-----------|
| Lalani, Mobeen | 97 |
| Williams, Lavelle | 78 |
| Spoiled | 10 |

Arts, Culture & Media

| | |
|----------------------------|-----------|
| Coll, Caitlyn | 37 |
| Stojanovski, Sylvie | 56 |
| Spoiled | 0 |

Biological Sciences

| | |
|-----------------|----|
| Sampat, Rebecca | 90 |
|-----------------|----|

Syed, Hassan 198
Spoiled 14

Comp & Math Sciences

Harris, Kemar 80
Hossain, Soaad 86
Spoiled 11

Critical Development

Masud, Raisa 37
Gheerawo, Leeza 39
Spoiled 3

French & Linguistics

Tadesse, Kali 51
Geogiadis, Stavroula 19
Spoiled 3

Human Geography

Jung, Yi - Chuan (Andy) 31
Kassim, Hanna 53
Spoiled 7

Management

Awad, Ibrahim 200
Helpard, Amelia 106
Spoiled 7

Philosophy

Abdulla, Sukiena 19
Saldanha, Rebecca 20
Spoiled 3

Physical & Enviro Science

Paulite, Taylor Cassidy 78
Taj, Zakia Fahmida 81
Spoiled 9

Political Science

Dang, Raymond 94
Shaikh, Yusra 39
Spoiled 8

Psychology

Elkas, Jack 236

| | |
|---------------|-----|
| Hoffman, Jake | 157 |
| Spoiled | 26 |

Sociology

| | |
|-----------------------|-----------|
| Lagman, Louise | 51 |
| Morris, Ashley | 32 |
| Spoiled | 4 |

Expenses

All candidates submitted their expense forms within the time allotted by the CRO, and no one exceeded their expense limit.

BALLOT COUNT:

The C.R.O. is confident that every member received each ballot they qualified for. While poll clerks were instructed to tell members to cast all ballots, even if left blank. This means that if they choose to abstain from all votes, they were instructed to cast the ballots. The poll clerks were under instruction to not touch a ballot once it's given to the voter. By observing this process, the poll clerk made sure that voters would always cast their ballot no matter how they voted and prevented them from walking away with ballots.

The Tally Sheet for SCSU's Spring elections is also with this report. There is a +/- of roughly 5 votes for executive positions, I place this discrepancy solely on human error.

Total Voter Turnout - 1913 (15% voter turnout)
Scrutineers had the chance to observe this process.

Recount

The CRO called an automatic recount for the following positions. The following positions had a margin of victory of (%5 or less)

Comp & Math Sciences
Critical Development
Philosophy
Physical and Environmental Sciences

Scrutineers had the chance to observe this process. The recount was conducted on Feb 13th 2018
- 6pm

No candidate requested for a recount

CRO RECOMMENDATIONS AND CONCERNS:

1. **CRO recommends that the EPC be amended to add the destruction of all confidential information. (I.E Nomination packages, Printed Ballots, Ballot Boxes, etc) EPC Section Ratification.**
2. **Dates of when to retrieve a membership list from the University should be added to the EPC. CRO recommends to retrieve the list at the start of nomination period.**
3. **I urge the ERC to amend the reimbursement values attached to demerit point infractions. With the candidates being students, the cost of partaking in the union should not put one at a disadvantage.**
4. **Harassment violations – There have been several complaints revolving around Harassment.**
5. **Notice Board – Suggestions, do not post any demerit point infractions until the 48 hour window has closed for appeals. Appeals should be processed before posting online or on notice boards.**

Names of persons involved in complaints and resolutions should be kept confidential. The ERC should decide on whether or not complaints should be made public. With some complaints being confidential in manner, and extremely sensitive, posting names should not be permitted in all violations.

Public announcement of such demerit awards could influence the outcome of the election. A suggestion could be to have a moratorium on assigning points from the start of the voting period until the voting period is concluded, the CRO should be permitted to advise candidates that demerit points will be assigned after the voting period concludes, but not publically announce such awards until the voting period is concluded.

6. **Videos online – The EPC does not state for the need of closed captions on videos. All election material should be made accessible to all students. All Videos/Live videos/ should be made accessible. Clear legible Close Captions in white/black should be required for all videos.**
7. **All staff, members of clubs and societies affiliated with SCSU should declare a leave of absence from SCSU and/or their respective clubs and societies once they have decided to either become a candidate (by picking up a nomination package) or volunteer for a candidate in any SCSU election.**

The SCSU office is used for all election related issues and preparation. Any candidate or volunteer should not be in this space during election period. This should be made mandatory for all future elections.

8. **Recommend to go with a third party company to organize student membership lists. I do not recommend moving to online voting , but hire a third party company to organize the student membership list has been proven effective across campuses in Ontario.**
9. **Ballots should be printed off campus. Printing in the SCSU office while prospective candidates, volunteers who have not declared a leave of absence and still have access to the space creates a huge concerns of security and safety.**
10. **All Actions by Candidates during Silent Period after the close of Nomination Period should be closely monitored.**
11. **Concerns over slanderous allegations against the previous CRO and current CRO. Allegations are untrue, and are slanderous.**

The CRO is aware of candidates who continued to discredit the electoral process during campaigning. Candidates and parties closely associated with slates continued to misrepresent facts about the process and the current CRO's decisions.

Candidates continued circumventing the electoral process, by not notifying the CRO of all campaign material. This is a grave concern to the CRO, and would like to urge the board and members of the ERC to discuss harsher penalties for undermining the process. The CRO is also aware that candidates used their limited knowledge on Codes and By-laws to circumvent the process.

There has always been room to change the Bylaws and Elections procedure codes during the year, during specific dates, but once the election process begins no candidate should be allowed to discredit the process because they simply do not agree with a decision made.

As university students, the onus should fall on all candidates to know SCSU's Bylaws and Election Procedure Code(Which is stated in the Election Procedure Code). Claiming ignorance over stated Election Procedure Codes should not be permitted and should result in harsher penalties.

12. **Allegations of stopping Free Speech against the CRO. Candidates were repeatedly warned about Slander, Libel, and misrepresentation of Facts. This was explained in the All Candidates Meeting. Candidates who are in University should familiarize themselves of these terms, before sharing their allegations with volunteers and students.**
13. **Concerns over safety - Staff and current executives were concerned about their safety during the Spring 2018 election. Campus Police was involved in many discussions after the student protest on the Jan 22nd 2018. A external CRO should be hired for all future SCSU Spring elections.**

14. **Special thanks to members of the ERC, Nafisa, Ali, and Vanessa. Recommend including an honorarium for the members of the ERC, the amount of time and dedication shown during the SCSU's Spring 2018 should be respected.**
15. **The CRO believes that all duties pertaining to SCSU's Spring election 2018 were conducted professionally, impartially, and secure.**

The CRO respectfully asks the SCSU Board of Directors to accept this report as presented.

Congratulations to the incoming of Board of Directors, and Good Luck Next year!

Scarborough Campus Students' Union Policy Manual

OPERATIONAL POLICY – Student Centre Reserve Fund

Date:

Motion: Student Centre Reserve Fund Policy

Preamble

On October 15th 2004, the SCSU signed a 25-year Student Centre Management Agreement (“SCMA”) with the Governing Council of the University of Toronto. The purpose of the agreement is to “enable the management and operation of the Student Centre by SCSU, dedicated to serving cultural, educational, recreational, social, and organizational interests of the student body of the campus on a non-profit basis, while ensuring that the obligations of the University are met.” The SCSU is named as the primary steward of the Student Centre and manages the daily operations of the Student Centre according to the terms of the SCMA.

As the primary steward of the Student Centre, the SCSU is required by the University to meet the following financial guidelines:

- Cover all the principal and interest costs of the Student Centre
- Cover all the building operation, maintenance and utility costs related to the Student Centre
- Establish a building contingency reserve
- Establish a building maintenance reserve

Reserve Fund Goal

The SCSU will commit to maintaining a Student Centre Reserve Fund of unrestricted funds in the amount of \$1,500,000 CAN by April 30th 2023. This fund can only be used for the following reasons:

- Student Centre Maintenance
- Student Centre Capital Improvements
- Student Centre Operating Costs
- Student Centre Expansion

When the term of the “SCMA” ends, SCSU will continue to maintain \$1,500,000 CAN in the Student Centre Reserve Fund.

Annual Reserve Allocation

The SCSU will allocate a minimum of \$100,000 CAN of unrestricted funds annually towards the Student Centre Reserve Fund until the \$1,500,000 CAN goal is met. Upon reaching the goal, the SCSU Board of Directors can determine whether they would like to continue allocating towards this fund.

Fund Usage

Any money used from this fund will be reported to the SCSU Board of Directors by the SCSU President or designate. This fund is not to be invested in any business venture. Should the SCSU decide to invest this fund, it can only be placed into a GIC.

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OPERATIONAL POLICY – Student Centre Reserve Fund

Fund Replenishment

If money is used from the Student Centre Reserve Fund, the SCSU will be required to return money to the Student Centre Reserve Fund by the mechanism outlined in the section on “Annual Reserve Allocation” and present a plan of replenishment to the Board of Directors.

Scarborough Campus Students' Union Policy Manual

OPERATIONAL POLICY – Human Resources Guideline on Civil Conduct

Date:

Motion: Human Resources Guideline on Civil Conduct

Objectives

The Scarborough Campus Students' Union (the "SCSU") is committed to fair dealing, honesty and integrity in all aspects of our organization and operation. The SCSU's Code of Conduct (the "Code of Conduct") is a vital part of this commitment.

Application of the Code of Conduct

The Code of Conduct applies to all personnel who perform services for the SCSU including employees, temporary employees, volunteers, contract service providers, independent contractors, supervisors, managers, executives, officers, elected officials and directors, each and every one of whom is responsible for reading and complying with this Code of Conduct. The use of the term "Personnel" throughout this Code of Conduct includes employees, temporary employees, volunteers, contract service providers, independent contractors, supervisors, managers, executives, officers, elected officials and directors.

Purpose

The purpose of this Code of Conduct is to promote honest and ethical conduct, including the ethical handling of actual or apparent conflicts of interest between personal and professional relationships; to promote compliance with applicable laws, rules and regulations, to help foster the SCSU's culture of honesty and accountability and to promote a positive and respectful workplace.

Expected Standards of Behaviour

SCSU Personnel will adhere to the Code of Conduct and other SCSU policies developed and approved from time to time. All SCSU Personnel are individually responsible for knowing, understanding and complying with this Code of Conduct.

All SCSU Personnel are responsible for upholding the SCSU's values and implementing the standards referenced in this Code of Conduct.

Respectful Workplace

SCSU Personnel will demonstrate a sense of respect, loyalty, good faith and responsibility toward one another, students, contractors, and stakeholders. SCSU is committed to creating and maintaining an open and diverse workplace. SCSU Personnel will actively participate in developing a workplace culture that is positive and respectful. SCSU Personnel will conduct themselves in a manner that is respectful to one another and to any third parties.

SCSU Personnel will represent SCSU in a respectful and positive manner when representing SCSU in the community and online, including any social media.

SCSU Personnel will comply with SCSU's Workplace Anti-Violence, Harassment and Unlawful Discrimination Policy.

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OPERATIONAL POLICY – Human Resources Guideline on Civil Conduct

Professionalism, Standard of Performance and Attendance at Work

SCSU Personnel will carry out their roles and responsibilities to the best of their abilities. To “the best of their abilities” includes, among other things: accepting direction, being accountable for their work and actions, actively working as a member of a team and maintaining the required quality and quantity of work.

SCSU is committed to promoting and maintaining high standards of attendance and all SCSU Personnel are expected to be report to their scheduled shift, office hours or meetings on time. When illness or emergencies necessitate absence or lateness, SCSU Personnel are expected to notify a supervisor or a member of the Executive in advance of their scheduled shift, office hours or meeting or, otherwise, as soon as reasonably possible.

SCSU Personnel will exercise sound judgement in decision-making. SCSU’s Personnel will not seek or accept funding or other consideration in respect of SCSU related activities or services without the prior, written approval.

SCSU Personnel will not use the SCSU’s name, property (including intellectual property) or goodwill for personal advantage.

Work Product

All property produced by SCSU Personnel using SCSU data and trade secrets related to SCSU’s operations, shall be owned by SCSU and all SCSU Personnel waive their rights in any copyright to such work, unless otherwise agreed to in writing by the Executive Director or, in the case of a member of the elected executive, the Board of Directors.

All SCSU Personnel will immediately return to SCSU all SCSU property in their possession or under their control belonging to SCSU or relating to SCSU’s business or in any way relating to the affairs of SCSU upon request or upon cessation of the SCSU’s Personnel’s relationship with the SCSU.

Confidentiality

All SCSU Personnel agree to keep confidential and not to disclose any confidential information of which SCSU Personnel have knowledge by virtue of their association with SCSU. Personnel may not use confidential information gained by virtue of their association with SCSU for personal gain or for any purpose other than to fulfill their job-related duties.

All SCSU Personnel are required to protect SCSU’s confidential information from unauthorized use and disclosure. All confidential information disclosed to any SCSU Personnel shall remain confidential unless required to be disclosed by law.

Conflicts of Interest

It’s up to all SCSU personnel to avoid situations that may lead to an actual or potential conflict of interest. SCSU’s Personnel must not knowingly engage in any activities that could create an actual or apparent conflict of interest with SCSU’s activities or mandate.

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OPERATIONAL POLICY – Human Resources Guideline on Civil Conduct

Conflicts of interest will arise if:

- you engage in outside employment or activities that would conflict with the SCSU's interests or that would make it difficult for you to perform your work objectively and effectively;
- you accept gifts, gratuities, or entertainment from certain individuals such that you have compromised or appear to have compromised your ability to make fair and objective decisions.

Should an actual or apparent conflict of interest arise, SCSU Personnel must immediately declare the conflict so that SCSU may address the actual or apparent conflict appropriately.

SCSU personnel must refrain from exercising supervisory control over other SCSU Personnel with whom they have a familiar or romantic relationship. This includes, but is not limited to spouses (married or common-law), children, parents, in-laws, brothers, sisters and other analogous relationships. Any SCSU Personnel who is exercising supervisor control over such persons shall disclose the relationship to the Executive Director immediately.

Preservation of Property, Accurate Reporting and Timely Communications

SCSU Personnel have a responsibility to protect the assets SCSU entrusted to them from loss, damage, misuse or theft. SCSU's assets such as funds, products, electronic devices and services (which includes but is not limited to computers, computer-related equipment, products and services) may only be used for SCSU business purposes and other purposes approved by the SCSU. Should personal use be approved, SCSU Personnel understand that none of the personal information transmitted or kept on SCSU property is confidential and may be accessed by SCSU at any time.

SCSU requires honest and accurate recording and reporting of information in order to make informed and responsible decisions. SCSU's books of account and records should accurately reflect all business transactions. Undisclosed or unrecorded revenues, expenses, assets or liabilities are prohibited. SCSU Personnel must never alter, conceal or falsify any document or record.

SCSU aims to achieve complete, accurate, fair, understandable and timely communications with all of its stakeholders and the public. SCSU Personnel shall endeavor to meet these expectations. All requests for information should be directed to the SCSU President.

Non-Compliance with the Code of Conduct

Failure to comply with the provisions and standards of this Code of Conduct, and any other SCSU policies, will lead to disciplinary action, up to and including termination of employment for cause or the termination of relationship or engagement with SCSU.

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OPERATIONAL POLICY – Human Resources Guideline on Civil Conduct

Procedures

- i. SCSU Personnel will promptly report violations of this Code of Conduct and or any other SCSU policy to the Executive Director or, if it involves a member of the elected executive to the Board of Directors. Reports submitted in good faith will not result in any reprisals. However, any SCSU Personnel who knowingly make false complaints or reports may be subject to discipline, up to and including termination of employment for cause or termination of the relationship or engagement with SCSU.
- ii. All alleged violations will be investigated within a reasonable amount of time.
- iii. SCSU Personnel will review the Code of Conduct and other applicable policies when commencing their relationship with SCSU. SCSU Personnel will be expected to sign an acknowledgement and declaration that they have read, understood and will comply with the Code of Conduct and all other SCSU policies, as applicable. SCSU Personnel must ensure they understand the Code of Conduct and should ask their supervisor for clarification on any point if necessary. SCSU reserves the right to amend the provisions of this Code of Conduct as it deems necessary in its sole discretion from time to time. SCSU will notify SCSU Personnel if and when any part of the Code of Conduct has been changed. SCSU Personnel are responsible for updating their knowledge of the Code of Conduct's contents.

Acknowledgment & Declaration

I acknowledge that I have received a copy of the SCSU's Code of Conduct. I have read and understand the terms of the Code of Conduct and agree to abide by them. I recognize that if I am found in violation of the Code of Conduct, I will be subject to the discipline, up to and including the termination of my employment for cause or the termination of my relationship or engagement with the SCSU.

Signature

Date

Print Name

Scarborough Campus Students' Union Policy Manual

OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

Date:

Motion: Workplace Violence and Workplace Harassment

Preamble

The Scarborough Campus Students' Union (the "SCSU") is committed to providing a safe and healthy work environment, free from violence, harassment, sexual harassment and unlawful discrimination. In pursuit of this goal, the SCSU prohibits and will not tolerate workplace violence, harassment, including sexual harassment, and/or unlawful discrimination. The SCSU will make every reasonable effort to ensure that its workplace is free from workplace violence, harassment, and unlawful discrimination.

Scope of the Policy and Program

This Policy and Program applies to all individuals working for the SCSU including employees, temporary employees, volunteers, contract service providers, contractors, supervisors, managers, executives, officers, elected officials and directors. The use of the term "worker" throughout this Policy and Program includes employees, temporary employees, volunteers, contract service providers, contractors, supervisors, managers, executives, officers, elected officials and directors. The SCSU will ensure that all workers are trained and educated on this Policy and Program. In addition, a copy of this Policy and Program will be posted in a conspicuous place on the SCSU's premises. An electronic copy will be made available to all workers and University of Toronto Scarborough Campus students on SCSU's website.

What is Workplace Violence?

(a) Definition of Workplace Violence

Workplace violence is:

- (a) the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker;
- (b) an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker;
- (c) a statement or behaviour that is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

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OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

Examples of workplace violence may include:

- physical acts (e.g., hitting, shoving, pushing, kicking, sexual assault, throwing an object at a worker, kicking an object the worker is standing on such as a ladder, or trying to run down a worker using a vehicle or equipment);
- any threat, behaviour, or action which is interpreted to carry the potential to harm or endanger the safety of others, result in an act of aggression, or destroy or damage property; or
- disruptive behaviour that is not appropriate to the work environment (e.g., yelling or swearing).

(b) Domestic Violence

Workers are encouraged to advise the Executive Director of issues in the workers' non-work life that might have an impact on the workers' or co-workers' safety in the workplace. Any worker who applies for or obtains a restraining order or peace bond which lists the SCSU's location or the work or other location of another worker as being a protected area must provide the Executive Director with a copy of the restraining order or peace bond and any other relevant documents or information requested.

(c) Person With History of Violence

The SCSU will communicate information relating to a person with a history of violence where:

- workers may reasonably be expected to come into contact with the person in the performance of their job duties; and
- there is a potential risk of workplace violence as a result of interactions with the person with a history of violence.

The SCSU will only disclose personal information that is deemed reasonably necessary to protect the worker from physical harm.

(d) Assessment of Workplace Violence

The SCSU periodically assesses the risks of workplace violence that may arise given the nature of the workplace, the type of work performed and the conditions under which work is performed. In doing so, the SCSU will institute measures to control any identified risks to worker safety. This information will be provided to the joint health and safety committee or safety representative as required by the *Occupational Health and Safety Act* (Ontario). The SCSU will reassess the risks of workplace violence as often as is necessary to ensure that this Policy and Program continues to protect the SCSU's workers from workplace violence.

Weapons are strictly prohibited on the University of Toronto Scarborough Campus, which includes the SCSU's premises. Workers who are in violation of this provision will be subject to

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OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

disciplinary action, up to and including termination of employment for just cause, and the incident may be reported to the police.

(e) Reporting Violence

If you are experiencing workplace violence or witness workplace violence, you should take all necessary and reasonable steps to ensure your own safety and the safety of others. Once safe, it is imperative for the safety of all workers that the incident be reported without delay. Reporting any violence or potentially violent situations should be done immediately to the Executive Director.

What is Harassment?

(a) Definition of Harassment

Harassment is prohibited by various pieces of legislation in Ontario including, but not limited to, the *Occupational Health and Safety Act* (Ontario) and the *Human Rights Code* (Ontario).

Harassment is defined as engaging in a course of inappropriate or vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome.

Harassment most often occurs when there is a pattern of behaviour; however, there could be circumstances in which a single incident of inappropriate behaviour may be substantial enough to constitute harassment.

Harassment can “poison” the work environment where the harassment is related to a personal characteristic protected by the Ontario *Human Rights Code*. A “poisoned work environment” may occur when harassment or inappropriate behaviour related to a personal characteristic protected by the Ontario *Human Rights Code* interferes with a worker’s ability to perform the duties associated with his or her position. This can occur even if the comments or conduct are not directed at any one person or at the person whose performance is affected.

A reasonable action taken by the SCSU or a supervisor relating to the management and direction of workers or the workplace is not harassment.

(b) Sexual Harassment

Sexual harassment is a form of harassment and is defined as:

- (i) engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome; or

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OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

- (ii) making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Sexual harassment is not only sexual in nature. Communicating about, or relying on, gender stereotypes can be a form of sexual harassment. Sexual harassment can happen to anyone and is not limited to people of a particular gender.

Some examples of sexual harassment include but are not limited to:

- unwelcome or unwanted sexual advances such as inappropriate patting, pinching, brushing up against, hugging, cornering, kissing, fondling, or any other similar physical contact normally considered unacceptable by another individual;
- persistent requests for a "date";
- unwelcome remarks about someone's hair, body shape, etc.; and
- questions about someone's sex life.

- (c) How the SCSU is Making the Workplace Free from Harassment

The SCSU has consulted with its joint health and safety committee, where required by the *Occupational Health and Safety Act* (Ontario), in creating and implementing this program. The SCSU will review this program as often as is necessary, and at least annually. The SCSU will provide information and instruction to its workers on the contents of this Policy and Program with respect to workplace harassment.

What is Unlawful Discrimination?

Discrimination means making a distinction, whether intentional or not, based on the protected grounds enumerated in the Ontario *Human Rights Code* relating to personal characteristics of an individual or group, which has the effect of imposing burdens, obligations, or disadvantages on such individual or group not imposed upon others.

The SCSU will not tolerate any form of unlawful discrimination against job candidates and workers on any of the protected grounds of discrimination, whether during the hiring process, during employment or upon termination of employment. This commitment applies to such areas as training, performance assessment, promotions, transfers, layoffs, remuneration and all other employment practices and working conditions.

The protected grounds of discrimination in Ontario include, but are not limited to, age, marital status, family status, citizenship, disability, sexual orientation, race, colour, ancestry, ethnic origin, religion, sex (including pregnancy), gender identity and gender expression.

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OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

Complaint Procedure

It is essential that workers inform the SCSU if they think they are being subjected to workplace violence, harassment and/or unlawful discrimination. The SCSU encourages workers to report any incident of workplace violence, harassment and/or unlawful discrimination immediately so that complaints can be quickly and fairly resolved.

(a) Complaint Procedure

STEP 1: *Report the Incident*

It is essential that workers inform the Executive Director if they believe they are being subjected to workplace violence and/or harassment or if they witness workplace violence, harassment and/or unlawful discrimination. The SCSU encourages workers to report any incidents to the Executive Director immediately so that complaints can be quickly and fairly resolved. If a worker does not feel comfortable approaching the Executive Director, the worker should approach their supervisor, manager or the President.

If a person in a position of authority receives a complaint or is otherwise aware of or informed of a workplace violence, harassment and/or unlawful discrimination situation, he/she must report this to the Executive Director immediately.

The SCSU may require that the complainant put their complaint in writing. The written complaint should include:

- the complainant's name and contact information;
- the name of the person or persons involved in each incident and their contact information (if known);
- the name of any person or persons who witnessed each incident and their contact information (if known);
- the approximate date and time of each incident the complainant wishes to report; and
- a full description of what occurred in each incident.

Complaints will be dealt with in as expeditious a manner as possible.

STEP 2: *Investigation*

The SCSU will ensure that an investigation appropriate in the circumstances is conducted when the SCSU becomes aware of an incident of workplace violence, harassment and/or unlawful discrimination or receives a complaint of workplace violence, harassment and/or unlawful discrimination.

(a) Who Will Investigate

The SCSU will determine who will conduct the investigation and may appoint either an internal or an external investigator (the "Investigator") as appropriate in the circumstances. The Investigator may take all steps as he or she deems prudent and appropriate to investigate the allegations.

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OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

(b) Timing of the Investigation

The investigation must be completed in a timely manner and generally will be completed within 90 days or less of when the SCSU becomes aware of an alleged incident of workplace violence, harassment and/or unlawful discrimination or a complaint of workplace violence, harassment and/or unlawful discrimination unless there are extenuating circumstances warranting a longer investigation.

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OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

(c) Investigation Process

The Investigator may carry out an investigation in the following manner:

- The Investigator will ensure the investigation is kept confidential and identifying information is not disclosed unless necessary to conduct the investigation. The Investigator will remind the parties of this confidentiality obligation at the beginning of the investigation. A breach of this confidentiality obligation by any of the SCSU's workers may lead to disciplinary action.
- The Investigator must thoroughly interview the worker who allegedly experienced the workplace violence, harassment and/or unlawful discrimination, and the respondent, if the respondent is a worker of the SCSU. If the respondent is not an SCSU worker, the Investigator should make reasonable efforts to interview the respondent.
- The respondent must be given the opportunity to respond to the specific allegations raised by the worker. In some circumstances, the worker who allegedly experienced the workplace violence, harassment and/or unlawful discrimination should be given a reasonable opportunity to reply.
- The Investigator may interview any relevant witnesses employed by the SCSU who may be identified by either the worker who allegedly experienced the workplace violence, harassment and/or unlawful discrimination, the respondent or as necessary to conduct a thorough investigation. The Investigator must make reasonable efforts to interview any relevant witnesses who are not employed by the SCSU if there are any identified.
- The Investigator must collect and review any relevant documents.
- The Investigator must take appropriate notes and statements during interviews with the worker who allegedly experienced workplace violence, harassment and/or unlawful discrimination, the respondent and any witnesses.
- The Investigator must prepare a written report summarizing the steps taken during the investigation, the complaint, the allegations of the worker who allegedly experienced the workplace violence, harassment and/or unlawful discrimination, the response from respondent, the evidence of any witnesses, and the evidence gathered. The report must set out findings of fact and come to a conclusion about whether or not there has been a breach of this Policy and Program and/or relevant applicable legislation.

STEP 3: Resolution

With respect to complaints of harassment only, a worker who makes a complaint of harassment and the respondent to the complaint will be notified of the results of the investigation and of any corrective action taken or that will be taken by the SCSU within ten (10) days of the conclusion of the investigation, as required by the *Occupational Health and Safety Act* (Ontario).

A finding of workplace violence, harassment and/or unlawful discrimination will be considered a violation of the conditions under which a worker is employed or engaged by the SCSU. Any substantiated complaints regarding any incident(s) of workplace violence, harassment and/or unlawful discrimination will be addressed by the Executive Director. The determination of any

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OPERATIONAL POLICY – Workplace Violence and Workplace Harassment

disciplinary action to be taken will ultimately depend upon the nature of the incident(s) and any surrounding circumstances which those determining the appropriate action may consider. Breaching this Policy and Program is a serious breach of trust and will result in disciplinary action up to and including termination for just cause.

(b) Confidentiality

Information obtained about an incident or complaint, including identifying information about any individuals involved, will not be disclosed unless the disclosure is necessary for the purposes of investigating or taking corrective action with respect to the incident or complaint, or is otherwise required by law. All workers who are involved in an investigation of workplace violence, harassment, and/or unlawful discrimination must maintain confidentiality regarding the investigation. Should a worker fail to maintain confidentiality regarding the investigation, the worker may be subject to discipline up to and including termination for cause.

(c) Complaint in Bad Faith

Workers are prohibited from making a frivolous, malicious and/or knowingly false complaint of workplace violence, harassment and/or unlawful discrimination. It is a violation of this Policy and Program for any worker to knowingly make a frivolous, malicious or false complaint or to provide false information about a complaint and workers who do so may be subject to disciplinary and corrective action, up to and including termination for just cause.

(d) No Reprisal

This Policy and Program prohibits reprisals against individuals acting in good faith who report incidents of workplace violence, harassment, and/or unlawful discrimination or act as witnesses. Management will take all reasonable and practical measures to prevent reprisals or threats of reprisal. Reprisal is defined as any act of retaliation, either direct or indirect.

Policy and Program Review

The SCSU will review this Policy and Program as necessary, and at least annually, and will post the Policy and Program in a conspicuous place in the workplace.

Scarborough Campus Students' Union Policy Manual

OPERATIONAL POLICY – DSA Funding Policy

MOTION 1

As it currently states in the preamble of the SCSU DSA Funding Policy: “DSA recognition will only occur when a DSA has agreed to the requirements listed in the Memorandum of Understanding between SCSU and DSAs, and the requirements listed in the DSA funding policy”.

As the relationship between DSAs and the VP AUA are change year to year, a renewal of the MOU is being considered. In order to keep the terms of DSA Funding consistent.

Be it resolved that the preamble is amended to “DSA has agreed to the requirements listed between DSAs and the SCSU that are listed in the funding policy”

MOTION 2

As it currently stands in “Terms of Funding” DSAs must have two executives per DSA attend SCSU’s Annual Training in order to gain recognition within the SCSU. Which would allow DSAs to have access to SCSU resources.

As the information provided to DSAs during training can be long and tedious, information throughout the year may become lost or forgotten.

As DSA Executives may be full or part-time students with academic and work obligations, the President may not be able to attend the only training provided to DSAs.

As the role of the VP AUA is to provide support to DSAs throughout the year to help them grow as an organization, it is important that contact and information with DSAs are maintained.

Be it resolved that the terms of reference be amended to read “At least two executives per DSA must attend SCSU’s summer and Fall/Winter Training. Upon completion of training, the DSA will receive their DSA Card while will grant them access to SCSU resources, and a renewal of status. If the second training is not completed, then the DSA will not be eligible for any further funding rounds”.

MOTION 3

As it currently stands the section of funding pick up states that cheques are to be picked up by appointment with the VP AUA.

As the internal procedures for DSA Funding require coordination between many parties (internal coordinator, executive director, and accountant) just to name a few. To have appointments by the VP AUA, creates a disjoint in the operational procedures.

Be it resolved that it is amended to read that “cheques will be available for pick up at the front desk during SCSU Operational hours”.