

Friday, October 7, 2011 5:00PM – 9:00PM, Room SL-232
University of Toronto Scarborough Campus Students' Union
Meeting of the Board of Directors
Chair: Guled Arale

Minutes

Board of Directors Meeting #1 of the University of Toronto Students' Union
Friday, October 7, 2011 – 5:00pm – Room SL-232

A. Roll Call

Guled Arale - Chair of SCSU Board of Directors
Halija Mazlomyar - (Late) Vice Chair-SCSU Board of Directors
Pagalavan Thavarajah - (Late) President & CEO
Carl Bagot - (Absent) Vice President Academics
Abdalla Al-Baalawy - (Late) Vice President External
Zahra Murji - Vice President Students & Equity
Ali Lalani – (Absent) Vice President Operations & CFO
Leah Robertson – Vice President Campus Life
Rupom Rahman - Social Sciences Director
Jessica Renzella - Vice President Human Resources
Adil Kanji - Social Sciences Director
Soumia Allalou - (Absent) Social Sciences Director
Daniel Tittil - Management Director
Madhav Shah – (Late) Management Director
Tamar Istanbul - (Absent) Humanities Director
Brian Kerr – (Absent) Part time Director
Filippo Raso - Psychology Director
Harindra Rajasekeran – Psychology Director
Hally Mass Jobe – Environmental Science Director
Shanaga Jeyakumar – (Absent) – Biological Science Director

This meeting is called to order at 5:22PM.

B. Approval of the Agenda

MOTION

Moved: AA

Seconded: PT

AA asks to move vote, because he and PT have an event to attend to on behalf of the SCSU.

VOTE

In Favour:

Abstention: DT

Opposed:

C. Chair's Welcome and Comments

D. New Business – President & CEO

MOTION

Moved: PT

Seconded: HM

a. Report – President & CEO (Pagalavan Thavarajah)

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DISCUSSION

PT – Over the first few weeks of the school year, much work has been done. There have been many new initiatives created. Boat Cruise has been a major success; ZM has been great in helping during the event and taking people on and off of the bus. There has been much support in executive hiring's, and both of his Presidential Associate's Sareem are great project managers. The events were a great experience; it was good to see 20,000 students talking about global consciousness. The VNP Website has been a major resource for JR. It is a priority to move forward on this project. Updates will be forthcoming, and news is coming.

Provincial meetings have been a great success. There were three events on campus, and it is great speaking to and meeting students. Moving forward on pushing boundaries on the events. The University is talking about streamlining the website process and making it more accessible, and having students apart of the process.

Appointing students to Campus Student Safety (CSS) has gone to a great start. There were six appointments of these students. CCS does not allow Directors to be a part of the organization. CB is the Chair; and usually the Chair of the CSS is usually VP Academics. It meshes well with Academics anyways.

Alcohol Violate Procedure is the best way of sitting down with people so that students that rules are dealt with correctly and fairly.

New Athletics Director Scott McRobertson, has a lot of great initiatives coming out of his way. On his background, he came from inner city California; he created programs in a high-level penitentiary, and helped to break interracial boundaries.

UTSC Executive Meeting - CB will present more on this, and allow students to know what is happening on campus. Involves the splitting of Social Sciences and Humanities. Splitting this up requires a communication strategy that is creative. First-years are looking to become more involved, and believe that SCSU is accessible, and are willing to bring forward their ideas. SCSU saw over 5000 people, and were accessible over them. This Tuesday is the next debrief. Please talk to PT regarding e-mails, if no one is receiving them.

Executive Outreach Video – Ryerson, and Toronto based-unions are copying videos that were already created by ZM. In our new video everyone had a different style regarding the video, and some people displayed different traits than their normal character that was created. There is the possibility of a new video, that will feature just directors.

Regarding the UTSC T-shirts, there is a guarantee that every t-shirt will be sold. There are sweaters being made. The marketing team is fully functional, however there needs to be more focus on the materials being administered, more posters, etc. He will focus more on the style.

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There are 200 t-shirts selling for \$10 in order to cover costs. It is not feasible to sell them for cheaper.

Reach, Connect, Build

(REACH) - From 10AM – 12PM, this is where you will be able to meet full-time, part time staff regarding the SCSU. In the meeting place, everyone's office will be recreated; their desks will be re-created. During 10AM-5PM, there will be office hours held there. The directors need to, develop opportunities for volunteers opportunities with each of the VPs. Don't wait for the Standing Committee. What are the different ways, that people can become involved? When the doodle, comes out. There needs to be an informal meeting, to discuss the portfolio, and discuss new concepts. The second step is for street teamwork where they will talk to students. There is a card that will be handed out, which will be able to let VPs tell students this is what I am doing for you, and this is what I accomplished. Third, class-talks, if anyone wants any input on how reach can be conducted talk to PT. DSL will be reaching out as well in order to be partners with the events.

(CONNECT) - The desks will not be the center of the event, there will be 30 tables there, and the clubs will be inside. The VPs and Clubs will be able to connect, alongside the students. This is how Rexes Den will be promoted as well, talk to Serena. There will be an auctions held during the advertisement of this event.

(BUILD) – This will feature all leaders of clubs. These will be the student leaders of the school, this about creating student leaders, and helping them to alleviate issues that they have.

This meeting will make it easy for student leaders to address certain issues such as club funding with the school system, so they will be able to change things as they see fit, and make the become more accessible.

Every person in the room has a responsibility to reach out to the directors of these clubs. PT is proud of every person in this room, but there is a collective responsibility that needs to be conducted. Doodles will be sent to at least 50 directors on campus.

HR – How do we handle issues regarding the violations of student code of conduct?

PT – Inform them of why what has happened was wrong; send a formal letter explaining why what was done was wrong. The Student Code of Conduct is a guide to helping individuals understand why they are being held liable, and helping them understand why they can be expelled. This system gives enough understanding that the university and the SCSU is aware of their actions. The Student Code of Conduct has to be enforced. There have been 2 cases in the past 5 years, where the issues were very serious.

AK - Connect, what is the process for choosing these clubs on campus?

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PT – I've met with DSL, and spoke about connecting with people and clubs. There is an opportunity to give voice to clubs that could not participate in clubs week. This process is about establishing community, and not giving it to the same people.

DT – Why are people not present at the meeting?

FR – Can we get a tally, of where these people are at, lateness and absents?

GA – I will give you this next week via e-mail?

DT – How are we handling the Standing Committee?

PT – We are sitting down and developing various projects, and build Facebook's projects, and make sure that the UTSC community is aware of the projects that are being worked on.

E. New Business – VP Reports

- a. Report – Vice President External

MOTION

Moved: AA

Seconded: RR

AA - There has been much success regarding the Provincial Elections, there were polling stations in the Scarborough East Riding in ISC on September 28 and 29th. Online marketing, and the FB page were not as successful as the federal, and AA created a hash tag. He notified people as things were happening. On October 3rd PT, LR, went lending support and they dropped report cards, around Sheppard and Kennedy, which were contested ridings in the Provincial elections. And made notifications about what was going on in the community. There were community groups, which he was a part of. GA and AA, attended events where the candidates had a lot of discussion regarding Scarborough. The public debates were very lively. Meeting place held areas for discussions, and made sure to have students hold politicians accountable. The past few days downtown has had students showing real solidarity. Thursday, they began rallying support for their respective candidates, by holding informal meetings with various students. He suggests, if we do anything like this again, we must have more volunteers. We've had the lowest turnout in history.

Scarborough Youth Cabinet (SYC) – fosters the sense of community engagement. AA spoke with the counselors, and organized two sessions, to have 100 students involved in the session. The idea is to steer them to work with the Scarborough Academy. Ashley, Athena, and AA, will look for a motivational speaker whom can reach out to the students. He wants to do a pilot organization for high schools, and spread the program to other areas. The goal is to reach 800 students this year.

Executive Hiring's - AA did interviews with various individuals regarding his executive positions.

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City of Toronto - He gave invitations, and he was able to get city councilors to move forward on various discussions regarding issues pertinent to the interests of the students.

TTC Bus Stop Meeting - was something that he focused on. He tried to give three tickets to high school students. He held a contest, out of the three winners; two students dropped to attend other events, and were therefore unable to come to the event regarding the discussion of the TTC Bus Stop.

GA - Any objections. No.

b. Report – Vice President Human Resources

MOTION:

Moved: MS

Seconded: RR

New hiring system – the hiring process is very long, there is 12 stops. There are two steps by SCSU. Rexes Den is now hiring and calling back successful candidates. They have more control and freedom. There is a VP candidate-hiring forum, to know who is being hired, and make sure there is ethics, and proper control mechanisms. All of the executives have received training on how to do this properly. This method has been wildly successful; everyone seems more satisfied now that there is more control.

Rexes Den – there was a gap between projected and received sales, which has resulted in slow service times. There is a pull to fill this gap. Rexes Den, will look to hire more people continuously. It is encouraged that more executives attend the hiring process. Front House Manager – will be away for 4 months on paternal leave, he must notify 4 weeks in advance of when to come back, and has been notified of this process.

SCSU Hiring – can only approve one set of hiring, as there are no candidates hiring forms that are approvable. Only AAs is approvable. Certain procedures were not followed regarding other hiring's, and are not approvable.

GA – it is better to hire everyone all at once. Wait till new business, to place the item on the agenda.

JR - You want me to wait?

GA – Yes, we need to hire poll clerks, and other associates. When we take emergency board powers, it will be temporary approved.

AK – To make things simpler, please e-mail information to directors. Then pass this at the next board meeting to make it work.

GA– We can take emergency powers.

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AK – If we send out via e-mail, and have deadlines, we can come up with a better process for the hiring situation.

GA – No it needs to be official.

JR – We need to be in accordance with Work-Study with the university. If not approved now, they will not be approved for two months, and their paychecks will be stalled as a result. JR has placed every control mechanism in place, in order to make sure that successful candidates are approved.

HJ – What is the solution?

JR – Take emergency powers, to make them paid, and officially ratify them by next meeting, or delay their pay.

ZM - People become upset when this happens.

FR – Emergency powers, are for such problems. Directors might not like this extra meeting, but feels like emergency powers should only be used in last-case scenarios.

AK – When is the deadline?

JR – So two weeks is the time we have.

AK – Why not have a meeting two weeks from now. Rather than emergency board meeting, we move the next meeting up.

GA – I will look into that. Our next meeting will be on the 21st of October.

JR – I will look into this, we need to look at the scenario.

HJ – We need to solve problems regarding negligence. Let's avoid this in the future, but it does seem like the best option.

HK – Who would be against a 2-5 minute emergency board meeting?

GA– This is an option. The problem is, most people will not show up.

HK – It is plausible that people might come.

RR – Many directors are not here. These meetings may last more than 2-5 minutes, and can last 20 minutes.

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FR – FR Disagrees, 4 Directors are needed to demand emergency board meetings. Negligence is brought at the board meeting, and not the actual emergency meeting, so will be 2-5 minutes.

JR - Training – for work-study meetings. PT, was able to run a successful training session. JR did a work-study training for some of the students. Planning on holding social events to promote the associate program. There will be 2-3 work-study info sessions to help students.

Volunteer Fair is October 26 & 27, partnered up with Ace. Contacts are ready to go forward with this fair. Thanks to hard work of Leticia, the VNP is up and running. There must be a discussion with DSAs in order to figure things out.

VNP - ¼ of the school on the VNP e-mail list. JR is very proud of Leticia and her achievement. They had their first session this week with a guest speaker. The Guest speaker held a session regarding how to add skills to your resume and how to present yourself. There was a special event held by the guest speaker, which Leticia and JR will be attending.

There will be a street team just for VNP, and they will promote its initiatives and campaigns. There will be campaigns for associate roles, and build awareness for these roles. This is necessary because associates are pillars of this association.

Health and Safety Committee – Joel is leading the sessions. JR, ZM, FR, and DT on the committee. JR is looking to book a session to become officially certified downtown.

FR – What is the policy for DSL structure? How does this policy once enacted continue?

JR – I never considered to incorporate a policy, it is an experiment to see how it works. We will figure the mechanics as the project unfolds. If it is a failure, we should not incorporate it, and therefore no policies necessary for it.

DT – Does Rexes Den need more employees?

JR – Problems are budget constraints, how to make people stay there. We might need to increase service times, as there are budget services. If we invest more money in Rexes Den, it is arguable that it is not quite worth it.

MS – Is the event free, will it be additional costs.

JR – No this is free for 4 people.

HJ – This is not feasible. There is a possibility of raising prices to match deficit.

JR – We cannot raise prices, by even a \$1. We have a sensitive market. Take-out is fast. Problem is the front of the house and the back of the house not communicating. We want to make it more

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of a lounge area between classes. The idea is how much money can we spend on making things fast. Focus on culture.

RR – I think the issue with the kitchen manager and speed versus quality. We have hired three new people. We hired one full-time and two part-time employees. It will take time for them to become acclimated to their duties, and there is chance that the overall quality will improve.

DT – Can we afford new staff?

HR – An Increase marginal sales and changing the culture. Speed must be the priority.

FR – We should risk a deficit because we have a subsidy. Long wait times risk our reputation.

JR – People are coming back, and we are full, and we would like to generate a profit this year. For three years we have had a deficit. Also, we are providing a service. People are engaged and they are there. Profits are increasing, by the middle of the year, we can add staff, and so wait times will go down. Inventory costs are upfront, like food. Therefore they need to be paid first. Until we see profit, we cannot hire new staff. We are aware about complaints, but people are still coming back. If there is a problem, please recommend take-out, which is fast.

AK – I recommend that all Directors please clock-times of employees. How long it took to do certain tasks? A lot of problems are due to servers taking breaks and not telling others, which is a lack of communication. At one point I got food before my drinks, which is quite odd. Suggestion would be to have more event nights, like Art-Side Out. Which suggests if you can have more live events encouraging people to come, then more people will come to Rexes Den.

HJ – This is a sensitive issue. He was upset because his food took more than an hour. There are extreme situations, which should be avoided at all costs. Though there were times, where his food came sooner.

ZM – I understand these issues, we are all aware. We have to compromise, and become realistic with students' expectations, and make sure that information is disseminated properly regarding the status of Rexes Den. We nit-pick a lot on various issues that are really small. We need to focus on bigger issues. We have active Directors, which is fortunate. We need to work on solutions, and become unified. Rexes Den is for everyone; Finding out about servers not communicating is a significant issue.

MS – It should be about a group of Directors personally trying to figure out what is going on down there. We should have Employee of the Month. Having a lounge is a great idea.

DT – There needs to be more facilitation of discussion regarding solutions. Some of the great ideas are 'Employee of the Month' and 'Quality Control Time.'

GA – Any Objections? No.

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c. Report – Vice President Students and Equity

MOTION

Moved: ZM

Seconded: AK

ZM – ‘You’re Awesome’ campaign during XAO. The focus and message has been decided. We will be working on executing these campaigns.

Equity Training – she is working on a video, and the shooting will begin in November.

GUIDE UTSC – Completed and gone to printing.

Hiring – ZM hired people for this semester.

Toshiba Laptop Program – Carl had a meeting with the librarian. The program will be finalized in December.

Electronic Ad-Board - Last meeting with Ali, was with IT. They have decided to go with the project. The School is supporting it. Sandra will help to develop designs, which will feature options for video; there will be sections for maneuvering around the website. Locations will be around the ISC Buildings, in front of Tim Horton's. Social Science Building. The advantage is reaching lots of students.

Sustainability is paying for this. SCSU started this program, and now there is a permanent place for this program, within UTSC.

SCSU Bursary Programs – a committee will be devised, and then they will decide whom the bursaries are going to. Then make sure what the process is going forward.

Prayer-room – Issues in SL-281, which is typically used by one group on campus experienced a booking issues with another club on campus. Usually each group is not allowed to book for ore than 2 hours. Another group occupied one room that a group typically uses, which is atypical of a normal basis. One group has asked if it is possible to book 5 times a day. We need to develop solutions in order to make sure that we are accommodating everyone.

Bottle Free – The central concern is around bottled water versus tap water. We have to make students understand, why are we paying for something that's free? We are creating a video, by this committee. ‘I DO IT IN’, which is a provocative campaign, to ask people to help the environment. There will be an event ‘Breaking up the bottled Water,’ which is a live-campaign. ‘I See Food’ will be a new campaign around December 2011.

FR – What are the costs for advertising? How do we achieve this?

ZM - People will pay attention to Electronic boards, because it will grab people's attention. Rows of posters will be digital, and shown through the electronic board.

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HJ – I have not received the agendas.

AK – They were sent 2 days ago.

JR – That was my fault.

RR – I have not received them either.

DT – You have to correct spelling errors.

FR – Student Representation on college council. There needs to be a referendum, and increase representation. More students should be involved; a referendum would help in this process. We as a union should help to alert the student body. Use the underground, and marketing department as tools.

GA: Any Objections? No.

d. Report – Vice President Academics

MOTION

Moved: HK

Seconded: DT

e. Report – Vice President Campus Life

MOTION

Moved: RR

Seconded: DT

We had a lot of people participate in various events on campus (DECA, Women in Business, Think Pink). There were things that people can do, such as finger-painting, nail-painting. We raised over Breast Awareness \$5018.15. Think Pink \$358.58. Everyone was placed on the boat, during the boat cruise, and the event was very successful. The company was very helpful. PT helped with loading the buses. Picking people up in the IC loop made a lot of sense.

Street Team – First meeting was on the 18th, we've had 30 people come out, in helping to promote campus-wide events. With the hiring of new people in the Street Team, we can continue promoting.

HallowWeek - We are talking about working with making a haunted house. Other clubs are doing collaborations. Pub Nights will be on

We are looking at various options like having the events at a club, and doing something open-bar.

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f. Report – Vice President Operations & CFO

MOTION

Moved: AK

Seconded: HR

F. New Business – Hiring Reports

Hiring reports are tabled till emergency board meeting.

AK – Policy, even if you are absent to standing committee, or executive meetings, or additional meetings. There is no leeway if it is a legitimate reason for being absent. There are various real-life events, such as class, being sick, family issues. Therefore we need to consider reforming the process, and see if we can have something else in the process of being implemented.

FR – Agreed. When discussing wiping strikes off a record, there needs to be tight controls in process before it becomes abused. There has to be enough control by the Chair, to not abuse the system.

HJ – I don't think it should be easy; there should be advanced notice if this policy is to be implemented.

AK - That is not what I am saying. The policy dictates that regardless of the reason, you are kicked-out, period. AK wants to change it to unexplained absences.

HM – I think that we have a reasonable policy in place.

HR – Is there formal documentation that needs to be provided? Example, If your sick, bring a note. If there is an exam, it must be verified with registrar. Therefore there needs to be legitimate protocols in place, to have things verified.

RR – I have been a victim of this process, as I have come to meetings late due to work-related issues.

JR – I want this to be recognized. Executives have worked hard during this summer. I want to ask you all to continue to support us in our endeavors. I want to continue to ask people to come, and I don't want our momentum to die off.

HJ – I wanted to discuss Director involvement. We should have involvement with individual DSAs.

LR – discussed with CB, and there needs to be a real plan in place.

FR – Do it as a person, not a director. We need to discuss with them as being a conduit to discussion, in the perspective of, I am a student who can help.

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AK – I looked at SOSSAs website, there executives are not on their website.

G. Other Business

H. Next Board of Directors Meeting – Friday, October 21st, 2011 in SL-232 from 5pm - 9pm

I. Adjournment

MOTION

Moved: FR

Seconded: HR

Meeting ended at 7:13PM