

# SCARBOROUGH CAMPUS STUDENTS' UNION

BOARD OF DIRECTORS PACKAGE #6

MONDAY, OCTOBER 26, 2015

5:30 PM

UTSC STUDENT CENTRE, SL-232



# 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

**Board of Directors, Scarborough Campus Students' Union**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>CONSTITUENCY OR POSITION</b>
CHU	FION	FRENCH & LINGUISTICS
DIONISIO	NICOLE	PRESIDENT
GALINDEZ	CAMILLE	VP ACADEMICS & UNIVERSITY AFFAIRS
GIZZO	CHRISTINA	PSYCHOLOGY
HILL	DIANE	COMPUTER SCIENCE
JAMES	TRINA	VP CAMPUS LIFE
KHOURY	REEMA	ENGLISH
KIRK	JESSICA	VP EQUITY
KONSTANTOPOULOS	KATIE	SOCIOLOGY
MOHAMAD	AYAA	HUMAN GEOGRAPHY & CITY STUDIES
NAMI	SAM	POLITICAL SCIENCE
RAJABI	YASMIN	VP EXTERNAL
SHIFFERAW	GABREAL	PHYSICAL & ENVIRONMENTAL SCIENCE
SULTONI	USMAN	BIOLOGY
QAZILBASH	AMNA	ANTHROPOLOGY & HEALTH STUDIES
YAZDANIAN	EILIA	VP OPERATIONS







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Be it resolved that the October 26<sup>th</sup>, 2015 SCSU Board of Directors meeting be adjourned.

## SERVICES & OPERATIONS

### REVENUE

Student Fees	\$346,972.46	Health & Dental fee, SCSU Membership fees
Student Levy's	\$6,915.24	Levies collected on behalf of other societies/organizations
Student Union Services	\$5,945.00	Grad photo, locker sales
Space Rental Income	\$18,973.19	Tenant fee's and conference rooms rental
Services Revenue	\$161,958.62	<u>Metro passes</u> , discounted tickets and other services
Event Sales	\$11,570.00	Orientation, Spring Formal & other event ticket sales
Vending Commissions	\$0.00	Vending machine commissions
Advertising Revenue	\$0.00	Student Center advertising and agenda book ad revenue
Other Income	\$746.64	All other revenue
<b>TOTAL REVENUE</b>	<b>\$553,081.15</b>	

### EXPENSE

Salaries, Wages & Benefits	\$46,384.71	Salaries, wages, honorariums, and benefits
Supplies	\$2,044.34	Office, computer, photocopier, and general supplies
Student Levy's	\$0.00	Levies submitted to other societies/organizations
Services	\$156,316.37	<u>Metro passes</u> , discounted tickets, liability insurance, payroll costs
Phone & Telecommunications	\$1,651.26	Website, cell phone allowance, e-mail hosting
Capital Renewal	\$3,694.42	Repair and maintenance costs
Event Costs	\$71,942.85	Orientation, Spring Formal & other event costs
Elections	\$0.00	Elections supplies and promotion materials
Meetings	\$0.00	Conferences and events attended/hosted by the SCSU
Other Events	\$12,167.81	Other non-standard events
Programming Costs	\$5,708.29	Clubs/DSA Funding, campaigns, agenda books and newsletter
Professional Fees	\$0.00	Legal, Consulting, auditing fee's
Professional Dev & Travel	\$37.48	Health & Safety training, transportation and continuity costs
<b>TOTAL EXPENSES</b>	<b>\$299,947.53</b>	

<b>NET INCOME</b>	<b>\$253,133.62</b>
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### Front Desk Audit

As a voting member of the Advisory Committee on Physical Accessibility, SCSU brought forth a proposal to make our front desk more physically accessible for differently-abled students. During reading week, SCSU met with folks from Design & Construction Management Team, as well as

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AccessAbility Services, to review previous design submissions for the SCSU Office front desk. SCSU will bring forth the final blueprint draft, in order to have funding approved by the Committee.

### **SCSU Communication Box**

We have just launched our “communication box”; an anonymous feedback form available on the SCSU website. All members are able to access this form and provided feedback on our various services and events. Anonymity is optional.

### **Hot Water Machine**

Is in the process of being installed by the microwave in the Student Centre near Hero Burger.

### **Media Contracts Consolidation**

The VP Operations and the Operations Coordinator are undertaking an ongoing project, in regards to the media companies the SCSU is engaged with, in order to consolidate all offerings with a single firm. This process will not only aid in maximizing advertising revenue for the SCSU, but will further allow the SCSU to have an easier year-to-year transition when it pertains to the external contracts of the union.

### **Rex's Den Lounge Area**

The SRI Manager and Rex's Den General Manager have proposed a plan for the Rex's Den lounge area, which has been accepted by the Executive team. The lounge area will be reorganized to include high tables and chairs, which will be servable. The pool tables will remain free.

### **KFC Menu Boards**

KFC's new menu boards have arrived, after a long process, which has taken close to a year. The menu board and price changes will be implemented over a month. The value menu, which is most important to students, will not be affected by any price changes. All other price changes will be to ensure that our KFC reflects market price.

### **GM Loan Review**

In previous years a loan, for the purposes of hiring an SRI General Manager, was in place with the University of Toronto. An internal investigation concluded that the loan was never paid back in full. A payment schedule, as well as negotiations to waive accumulated interest, are currently being developed and underway.

### **Rex's Den Alcohol MOU**

The Rex's Den Alcohol MOU (memorandum of understanding) agreement between the SCSU and the University of Toronto is near completion. Although there has been a high amount of pressure being placed on the SCSU President and VP Operations to sign the deal, the two have refused, not willingly to sign the agreement until the University of Toronto recognizes the shared costs of the Rex's Den bar and is willing to remit those costs.

### **Health and Dental: Opt Outs, Opt Cheques, and Blackout Period**

The health and dental opt outs have been processed and approved. Folks who have been approved should either receive an email communication of sorts, along with a cheque, or a direct deposit. Folks who have not been approved may contact GSC or the SCSU to inquire as to why. All inquires should be forwarded to the VP Operations: [operations@scsu.ca](mailto:operations@scsu.ca)



**Audited Financial Statement Drafts**

The draft statements of the audited financial reports have been passed along to the SCSU. The VP Operations along with the President, discovered several mistakes after a long and extensive process. The steps are being taken to ensure that the reports reflect accurate information.

**SRI Labor Wages: Minimum Wage Increase**

In conjunction with the Ontario Ministry of Labor, minimum wage has rose. SRI and SCSU have taken the proper steps to ensure that wages were properly accounted for, and that labor cost projections were appropriately adjusted. Furthermore, the SRI Manager and VP Operations are undertaking a study, to ensure that wages are maximized, while remaining in line with good business practices.

**Associate Pay Restructure and Rise**

In line with the priorities of the elected team, the VP Operations restricted the pay schedule of the associates. Ensuring that associates, if need be, have access to their stipend at a quarterly or bi-annual rate. Moreover, associate base pay was increased to reflect the hours and nature of their work.

## CAMPAIGNS & ADVOCACY

### **Black History Month Conference**

VP Equity met with folks from University of Toronto Mississauga Students' Union and Black Students' Association, establishing a tri-campus collaboration for the second annual Black History Month Conference. This will be a two-day initiative, complete with a conference component in Scarborough, a gala component in Mississauga, and an after-party component Downtown. The Scarborough Campus partners so far are the Racialized Student Collective, African Students' Association, Caribbean Connections, IMANI: Black Student Alliance, and the Women & Trans\* Centre. For more information on the Conference, contact [equity@scsu.ca](mailto:equity@scsu.ca).

### **Refugee Student Grant**

VP Equity met with Kendel Chitolie and Nadia Rosemond from the International Student Centre, as well as Maria Pacheco from the Financial Aids & Awards Office, to discuss the feasibility and technicalities of a Refugee Student Grant. This grant would be created for but not limited to refugee students administered at UTSC through the WUSC program. SCSU will begin consulting with protected persons and refugee students to explore its feasibility.

### **Academic Advocacy Campaign**

VP AUA will be launching an academic advocacy campaign in the month of November. This campaign will include both an awareness campaign aspect and events. The focus on this session will be Academic Literacy and will focus on providing students with the resources they need for their academics at the University as well as help engage students in their academic experience. The events included in this event will include an Academic Townhall, called "Barriers to Education", a 4.0 fair, and Dog Therapy as a destressor event. The campaign will focus on the four following themes; financial literacy, academic integrity, knowing your rights, and university resources. As navigating the university experience is stressful enough, important resources have been hidden around our university. It is important to advocate for a more accessible education.

### **Embrace Syria Campaign**

After having been contacted by Muslim Association of Canada requesting a call to action from UTSC, Samreen Aziz launched the Embrace Syria Subcommittee through the Campaign and Equity Commission this month. Since its launch, Samreen has created an Executive Team and a campaign plan, all in effort to raise awareness and money for Syrian Refugee Support. Embrace Syria UTSC hopes to raise \$27,000, which would support a family of 4 asylum seekers' migration

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to Canada. To donate or to get involved with the campaign, contact either [equity@scsu.ca](mailto:equity@scsu.ca) or  
[embracesyriautsc@gmail.com](mailto:embracesyriautsc@gmail.com).

### **Safety Committee**

As a result of conversations had through the #UTSCFeministStrong Open Forum, held in response to threats against women, feminists, as well as those in the Sociology and Women and Gender Studies Department, SCSU and WTC met with the Campus Police to create a structure for the Community Safety Advisory Committee. It was also requested that the Campus Police look in to the feasibility of creating work-study positions for a Student-Administered Walk-Safe Program.

### **Fossil Fuel Divestment Submission**

Included in this board package is SCSU's submission made to the Presidential Advisory Committee on Divestment from Fossil Fuels. The University of Toronto Mississauga Students' Union (UTMSU), University of Toronto Students' Union (UTSU), Indigenous Students' Association (ISA), International Developmental Studies Students' Association (IDSSA), Association of Mathematical and Computer Science Students (AMCSS), Environmental and Physical Science Students' Association (EPSA) and Biology Students' Association (BioSA) undersigned our submission. We have also undersigned a Press Release drafted by UTMSU, as well as a Submission by Association of Part-Time Undergraduate Students of the University of Toronto (APUS).

## EVENTS & PROGRAMMING

### **Clubs Week**

Clubs week took place from September 28 to September 30, Many club participated. however due to a limited amount of spaces some clubs were unable to attend. As a result of this we will be hosted two clubs day on October 19 and 22 from 11:00am to 4:00pm in the Meeting Place. It was a great event that allowed students to see a small portion of the over 200 clubs that are currently recognized by the SCSU. For more information email [campuslife@scsu.ca](mailto:campuslife@scsu.ca).

### **Time Auction**

Time Auction closed during reading week. This event allowed students to use volunteer hours to bid on UTSC alumni. This event was a partnership between the alumni development office and the SCSU. The participation was decent though we hope to eventually increase the attendance. The winning bids will be announced soon.

### **Boat Cruise**

OASIS the SCSU Annual Boat Cruise took place on September 24. Special thanks goes out the Scarborough Campus Athletic Association (SCAA) for collaborating with us for this event. We would also like to extend a thank to Fusion Radio for providing sound for the events. We look forward to working with them in the future. Though the event was successful we recommend changing the timing of the event and checking with religious calendars to ensure the event does not fall on any sacred holidays. For more information email [campuslife@scsu.ca](mailto:campuslife@scsu.ca).

### **Movie Night**

This Month the SCSU hosted their second monthly movie night on October 22 in Rex's Den. It was a great success and we are looking to continue our monthly movie nights in the winter semester. For more information email [campuslife@scsu.ca](mailto:campuslife@scsu.ca).

### **Free Breakfast**

After the great response we had during our last breakfast programming, we decided to host another On October 27 starting at 11:00am, the SCSU will be hosting a Free Breakfast programming in the Student Center. All of our members are welcomed to attend. For more information email [campuslife@scsu.ca](mailto:campuslife@scsu.ca).

### **Academic Forum**

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On October 7, 2015, the VP AUA and President attended Academic Forum with the Dean and Vice-Dean of Academics, Dean and Director of Student Life, and a student at large. A number of different academic concerns were discussed at this meeting. This included support for international students, scholarships at UTSC, academic amnesty for the federal elections, as well as know your rights.

### **Campus Council Presentation**

On October 14, 2015, the SCSU presented to Campus Council to introduce members to the SCSU and our priorities.

### **Open Mic Night**

On October 20th, The SCSu hosted their Seconded Open Mic night of the year. It was a great space for students to showcase their talent. Students were also welcomed to use our Karaoke machine during the night. We are looking to host more events similar to this during the winter semester. For more information email [campuslife@scsu.ca](mailto:campuslife@scsu.ca).

### **Blackout**

On October 27, 2015 the SCSU will be hosting an all black Pub Night called Blackout. The event will be taking place in the student center. It is an all ages event with a wristband policy in effect. We encourage all members to attend. For more information email [campuslife@scsu.ca](mailto:campuslife@scsu.ca).

### **Transit Symposium at City Hall**

On September 21st VP External attended the Transit Symposium held by Student Move T.O. to discuss transportation issues facing students in the GTHA. A transit working group has been struck here at UTSC if anyone wants to improve transit please email [external@scsu.ca](mailto:external@scsu.ca)

### **Federal Elections Programming**

#### Debate Screenings

On September 17th we hosted a live screening of the leader's debate, the topic was the economy. Also on the 28th we hosted a live screening of the leaders debates on foreign policy.

#### Volunteer Training

On September 30th the volunteers for the election events underwent a training to prepare them for student engagement and any tasks that needed to be done. SCSU executives and volunteers during the month of October focused on getting students informed and involved in the elections during outreach.

#### Trivia Night October 5

On October 5th in collaboration with Engage UTSC and the Department of Student Life we hosted a trivia night in Rex's Den. Students played jeopardy and had an opportunity to learn about the party platform points and the Canadian electoral process.

#### Public Forum on Work

On October 6th in collaboration with Students of Sociology, Political Science Student Association, Equity Diversity Office and the Workers Action Centre we hosted a Public Forum on Work. This event sought to educate students on their rights as workers. Students discussed current economic issues and how we can all be proactive in changing the poor working conditions that are in place. We addressed unfair working standards, worker's rights, youth unemployment and minimum wage.

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#### Candidates Panel

On October 6th we also hosted an all candidates panel for the electoral riding of Scarborough-Rouge Park in collaboration with the local community associations. Students had an opportunity to ask their candidates questions that they care about. We discussed tuition fees and youth unemployment, missing and murdered indigenous womyn, senate reform, transit, the TPP agreement and the Rouge Park.

#### Elections Day

ON ELECTIONS DAY WE HOSTED A DROP IN EVENT AT REX'S DEN, TO PROVIDE AN INFORMAL OPPORTUNITY TO DISCUSS THEIR OPINIONS.

#### **Annual General Meeting**

The scsu agm is scheduled to be held on september 18. Proxy forms will be available soon; announcement will be made. Social media graphics are available. It is open to all students.

## **Scarborough Campus Students' Union**

### **Bylaw VIII - RESPONSIBILITIES OF EXECUTIVE COMMITTEE MEMBERS**

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#### **President**

- a. Shall serve as the Chief Executive Officer of the Union and all its subsidiaries, as defined in the Act.
- b. Shall serve as the official representative and spokesperson of the Union.
- c. Shall be a signing officer.
- d. Shall act on behalf of the Board of Directors and the Executive Committee between meetings, and where action is immediately necessary.
- e. Shall ensure that Vice Presidents carry out their assigned duties in accordance with these By-Laws and as directed by the Board.
- f. Shall be responsible, along with the Vice President Operations, for ensuring that all contracts entered into by the Union are with due authority and in the best interests of the Union.
- g. Shall participate as a voting member of the Board of Directors, Executive Committee, Finance Committee, Policy & By-Laws Committee, Clubs Committee, Bursary Committee, Campaigns & Equity Commission, Events Commission.
- h. Shall chair the Policy & By-Laws Committee and the Full-Time Staff Hiring Committee.
- i. Shall be an ex-officio non-voting member of all other Committees and Commissions of the Union except the Elections & Appeals Committee, Committees and Commissions where there exists a conflict of interest.
- j. Shall supervise the Executive Director.
- k. Shall be responsible for the general management and supervision of the affairs and operations of the Union.
- l. Shall be responsible for developing a media protocol in cooperation with the Executive Committee and ensuring that this media protocol is implemented.
- m. Shall attend all meetings of the Board and of the Executive Committee.
- n. Shall create a transition binder for the incoming President.
- o. Shall train and advise the incoming President.

#### **Vice President Operations**

- a. Shall serve as the Chief Financial Officer of the Union and all its subsidiaries, as defined in the Act.
- b. Shall be a signing officer of the Union.
- c. Shall serve as the payroll administrator.
- d. Shall be responsible, along with the President, for ensuring that all contracts entered into by the Union are with due authority and in the best interests of the Union.
- e. Shall be responsible for Full-Time Staff contract negotiations in conjunction with the Executive Director.
- f. Shall be responsible for sending notice for meetings of the Board, coordinating the creation of Board meeting agendas, keeping a record of attendance at Board meetings, arranging proxies for General Meetings when necessary, and in all other ways acting as the secretary of the Union.

## **Scarborough Campus Students' Union**

### **Bylaw VIII - RESPONSIBILITIES OF EXECUTIVE COMMITTEE MEMBERS**

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- g. Shall be responsible for updating the Union's Policy Manual in accordance with the motions passed, amended, or repealed by the Board or the General Membership.
- h. Shall develop, recommend and present the annual budget to the Board in consultation with the Executive Committee and Finance Committee.
- i. Shall liaise regularly with the Executive Director during the yearly audit of the Union and the preparation of the Union's audited financial statements.
- j. Shall prepare and present monthly financial reports to the Board.
- k. Shall present financial reports and audited statements to the membership at a duly called membership meeting.
- l. Shall monitor the financial status of the Union including budget variances and makes recommendations to the Board regarding major expenditures.
- m. Shall oversee the coordination of the SCSU Members Handbook and Dayplanner.
- n. Shall be responsible for ensuring that the Union upholds all responsibilities in relation to the operation and delivery of any business initiatives.
- o. Shall be responsible for ensuring the accessibility and quality of all Union services.
- p. Shall Chair the Finance Committee.
- q. Shall participate as a voting member of the Executive Committee, Finance Committee, and Policy & By-Laws Committee.
- r. Shall be an ex-officio non-voting member of all Committees and Commissions of the Union except the Elections & Appeals Committee, Committees and Commissions where there exists a conflict of interest.
- s. Shall attend all meetings of the Board and Executive Committee.
- t. Shall create a transition binder for the incoming Vice President Operations.
- u. Shall train and advise the incoming Vice President Operations.

### **Vice President Equity**

- a) Shall promote the Board's initiatives and activities that aim to raise awareness of discrimination on campus and in the community.
- b) Shall be responsible for ensuring that all activities and endorsements of the Board reflect the anti-oppressive mandate of the Union.
- c) Shall be responsible for ensuring that all Directors, Executives and Staff receive anti-oppression training within five months of the elected term.
- d) Shall be responsible for observing all activities of the Board and those supported by the Board to ensure that they are not exclusionary or discriminatory in nature and address any problems as they arise.
- e) Shall act as the official liaison between the Union and relevant University organizations, offices and departments dedicated to the awareness and elimination of discrimination. Shall represent the Union when issues regarding discrimination and equity are raised in the UTSC community and need to be addressed.
- f) Shall work with the Vice President External in conjunction with the Executive Committee to develop political and equity based campaigns.
- g) Shall participate as a voting member of the Board of Directors, Executive Committee, Policy & By-Laws Committee, Clubs Committee, Campaigns & Equity Commission and Events Commission.



## **Scarborough Campus Students' Union**

### **Bylaw VIII - RESPONSIBILITIES OF EXECUTIVE COMMITTEE MEMBERS**

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- h) Shall chair the Bursary Committee
- i) Shall be an ex-officio non-voting member of all other Committees and Commissions of the Union except the Elections & Appeals Committee, Committees and Commissions where there exists a conflict of interest.
- j) Shall represent the Union on relevant UTSC committees and taskforces concerning use of University space, security, and admissions.
- k) Shall attend all meetings of the Board and the Executive Committee.
- l) Shall create a transition binder for the incoming Vice President Equity.
- m) Shall train and advise the incoming Vice President Equity.

## **BOARD OF DIRECTORS**

### **1. The composition of the Board of Directors shall be comprised of:**

#### 1.1 The following Executive positions:

- a. President
- b. Vice-President, Academics and University Affairs
- c. Vice-President, External
- d. Vice-President, Equity
- e. Vice-President, Operations
- f. Vice-President, Campus Life (non-voting)

## **ELECTIONS OF BOARD OF DIRECTORS**

### **5. Appointed Executive**

There shall be one appointed Executives by the Board of Directors, based on the recommendation of the Executive Search Committee:

- a. Vice-President, Campus Life

# Scarborough Campus Students' Union

## Bylaw XI – Commissions

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### COMMITTEES

#### 1. Committees of the Union

The Committees of the Union shall conduct all decisions made by the Board and seek Board approval in all matters. All Committees shall file an annual report to the Board at the Joint Board meeting. The Board shall maintain the following five (5) Committees:

- 1.1 Executive Committee
- 1.2 Finance Committee
- 1.3 Policy & By-Laws Committee
- 1.4 Clubs Committee
- 1.5 DSA Committee
- 1.6 Bursary Committee

#### 2. Composition and Terms of Reference for Committees

##### 2.6.

##### Bursary Committee

- a. Voting members of the Bursary Committee shall be:
  - i. President
  - ii. One (1) Director who is not ex-officio and that is appointed by the Board.
  - iii. One (1) member of the Union who shall be appointed by the Board in accordance to the Bursary Funding Policy
  - iv. Representation from the Financial Aids Office
- b. The Vice President Equity shall chair the Bursary Committee
- c. The Executive Director or a designate shall serve as the secretary of the Bursary Committee, who shall be responsible for forwarding all minutes and records of transactions to the Secretary of the Board
- d. Bursary Committee shall have the responsibility of developing policy recommendations for the Board and relevant University organizations or offices that aim to improve the Bursaries distributed to UTSC students.
- e. All acting members of the Bursary Committee shall sign a confidentiality agreement before the first Bursary Committee Meeting.

## **COMMITTEES**

### **2. Composition and Terms of Reference for Committees**

#### **2.4 Clubs Committee**

- a. The voting members of the Clubs Committee shall be:
  - i. President
  - ii. Vice President Campus Life
  - iii. Vice President Equity
  - iv. Two (2) Directors who are not ex-officio Directors who are to be appointed by The Board.
  - v. Two (2) members of the Union who shall each be appointed by the Board in accordance to the Clubs Funding Policy.
- b. The Vice President Campus Life shall chair the Clubs Committee.
- c. The Clubs Committee shall appoint from among its members a secretary of the Clubs Committee, who shall be responsible for forwarding all minutes and records of transactions to the Secretary of The Board.
- d. The Clubs Committee shall have the responsibility to develop policy recommendations for the Board and relevant University organizations, offices, or departments that aim to improve the viability of the Clubs Community at UTSC.
- e. The Clubs Committee shall have the responsibility to consider expenditures using Union funds allocated to clubs funding and club services funding.
- f. The Clubs Committee shall assist the Campaigns & Equity Commission in working to facilitate campus wide discussion and action on issues of equity.

#### **2.5 DSA Committee**

- a. The voting members of the DSA Committee shall be:
  - i. President
  - ii. Vice President Academics & University Affairs
  - iii. Vice President Equity
  - iv. One (1) Directors who is not ex-officio Directors who is to be appointed by the Board.
  - v. One (1) member of the Union who shall be appointed by the Board in accordance to the DSA Funding Policy.
- b. The Vice President Academics & University Affairs shall chair the DSA Committee.
- c. The Executive Director or designate shall serve as the secretary of the DSA Committee, who shall be responsible for forwarding all minutes and records of transactions to the Secretary of The Board.
- d. The DSA Committee shall have the responsibility to develop policy recommendations for the Board and relevant University organizations, offices, or departments that aim to improve the viability of the DSA Community at UTSC.

## **Scarborough Campus Students' Union**

### **Bylaw XII – Committees**

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- e. The DSA Committee shall have the responsibility to consider expenditures using Union funds allocated to DSA funding and DSA services funding.
- f. The DSA Committee shall assist the Campaigns & Equity Commission in working to facilitate campus wide discussion and action on issues of equity.

## **Scarborough Campus Students' Union Policy Manual**

### **OPERATIONAL POLICY – Clubs Funding Policy**

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**Date: October 26, 2015 – BoD**

**Motion: Clubs Funding Policy**

#### Preamble

The Scarborough Campus Students' Union (SCSU) recognizes the rights of students to form clubs and associations at the University of Toronto Scarborough (UTSC) as a forum for expressing their views and meeting but not limited academic, social, religious and cultural needs at UTSC. The SCSU provides funding for student clubs at UTSC to provide support for their initiatives that enhances the experience of students at UTSC. The SCSU is dedicated to supporting inclusive and accessible events at UTSC.

To ensure accountability and efficiency for the distribution of clubs funding, the SCSU has adopted the following policy as the Clubs Funding Policy.

Clubs funding is provided to clubs that have been recognized by the SCSU. Recognition will only occur when a club has met the requirements listed in Operations Policy - Club Recognition Policy and the requirements listed in the Clubs Funding Policy.

#### Terms of Funding

Funds will be assigned to clubs in accordance with established guidelines outlined below:

Terms of Funding Funds will be assigned to clubs in accordance with established guidelines outlined below:

- All clubs applying for funding must be recognized clubs of the SCSU (Operations Policy – Clubs Recognition Policy).
- All applications for clubs funding must be in accordance with all policies, by-laws, and the constitution of the SCSU.
- The SCSU reserves the right to refuse any application and retains sole discretion to determine approved funding amounts in order to accommodate all requests received and anticipated throughout the year.
- The SCSU will not fund activities that are against the law in Ontario and Canada. The SCSU does not support, promote, or fund activities that are discriminatory as defined by the Ontario Human Rights Code and SCSU policies.
- The SCSU does not support, promote or fund activities that encourage gambling, illegal activities, or where individual members of the club stand to have personal or financial gain. The SCSU will not consider alcohol an eligible expense to receive funding. The SCSU will not fund levy funded organizations.
- The SCSU will not provide funding for staff, alumni, faculty events or activities that are not for the benefits of the constituents of the specific student group without prior exceptions.
- Funding cannot be used to cover more than the costs involved in a proposed project. Events whose attendance is comprised of a minimum of 51% SCSU members will be given funding priority.

## **Scarborough Campus Students' Union Policy Manual**

### **OPERATIONAL POLICY – Clubs Funding Policy**

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- Clubs funding provided by the SCSU will be used for the approved uses only. Misuse of clubs funding can lead to probation under SCSU Operations Policy - Clubs Recognition Policy.
- A Minimum of one [1] executive member from each club must attend a clubs training in order to be eligible for clubs funding. It is encouraged that two executives are in attendance to ensure the success of the club.

#### Funding Restrictions

- All SCSU Recognized Clubs are eligible to receive a maximum of \$2,500.00 through event funding, per event. Priority will be given to new applicants.
- In order to receive clubs funding, the appropriate application procedure must be followed as listed under Application Process.
- Clubs approved for funding will obtain their funding within 30 business days of obtaining a formal confirmation of funding.
- Clubs can only submit receipts within 60 business days after the event has taken place.
  - (i) Clubs who submit funding for events that took place prior to club training date must submit funding package(s) within 30 days of attending clubs training.
- The SCSU will only provide clubs funding if receipts have been submitted due to financial protocols for Not-for-Profit Corporations.
- For off-campus ticketed events, the SCSU will only fund up to \$5.00 per ticket, for up to 50 SCSU Members. These amounts shall be provided only to members of the club organizing the specific event.
- The Funding Application must include:
  - (i) A final financial statement of expenses and revenues
  - (ii) Receipts of all expenses
  - (iii) A brief description of the event.
  - (iv) Event Budget
- All funding exceeding 50% of the budget will require an indication on all posters and all major pieces of promotional materials (including web based promotions) stating: Funding provided by the Scarborough Campus Students' Union.
- All promotional material (including web based promotions) that contain the SCSU logo or name must be approved by the SCSU before being made public.

#### Application Process

- SCSU Clubs Funding Applications are available on the SCSU website, [www.scsu.ca](http://www.scsu.ca).
- The Clubs Funding Application shall include:
- a detailed and completed SCSU Online Clubs Funding Application (found on the SCSU website)
- Financial statements including a budget with expenses and revenues
- a description of the event as well as sample promotional material, if available
- All sections of the Clubs Funding Application must be completed in full and must be legible in order for it to be considered.
- Clubs Funding Applications should be submitted within 60 days of the events taking place.



## **Scarborough Campus Students' Union Policy Manual**

### **OPERATIONAL POLICY – Clubs Funding Policy**

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- (i) Clubs can apply for funding during the summer session (May to August). Application packages to be submitted before the August Board of Director Meeting.
- (ii) Only clubs that have been recognized by the SCSU before the August Board of Director Meeting are eligible for summer club funding.
- All clubs receiving funding are encouraged to engage as much of the UTSC student population in participating in the events approved for funding.
- All clubs must be open to all UTSC Undergraduate students.
- Completed Clubs Funding Applications can only be submitted in a hard copy form to the SCSU office during office hours. The forms can be found under the Clubs tab at

#### Adjudication

The SCSU Clubs Committee is responsible for the appropriate distribution of Clubs Funding to all SCSU Recognized Clubs. The SCSU Clubs Committee will only consider detailed and complete Clubs Funding Requests.

- The distribution of club funding will be based on the outlined criteria and procedures set out in SCSU Policies, By-laws and the SCSU Constitution.
- The SCSU Clubs Committee will meet regularly on an as needed basis.
- The SCSU Clubs Committee shall consider Clubs Funding Applications according to the following regulations:
  - (i) any clubs applying for funding must be an SCSU Recognized Club;
  - (ii) groups receiving levies are ineligible for funding;
  - (iii) Departmental Students' Associations are ineligible for funding;
  - (iv) a detailed and complete Clubs Funding Application is submitted;
  - (v) relevant criteria including, but not limited to, projected number of SCSU members participation, the existence and/or significance of other funding sources, and expected revenue/ loss;
  - (vi) if there is outstanding receipts or documentation from previous granted Clubs Funding Requests future funding requests may be withheld; and
  - (vii) first time applicants will be given priority. □ Decisions by the SCSU Clubs Committee will be received by e-mail.

#### Funding Pick-Up

- Upon approval for the funding by the SCSU Clubs Committee, cheques will be made out only to the club in question.
- Cheques will be available for pick up in the SCSU office, Student Centre SL-108.
- In order to be picked up, cheques have to be signed for by a signing authority listed in the Club Recognition Form.
- Photo Identification may be used to confirm the signing authority at the time of cheque pick up.
- Notification should be given by the club to the SCSU Vice President Campus Life of a pick-up date and time in order to ensure that cheques will be received when required.
- Cheques not deposited within 6 months of issuance will be made void and will not be reissued.

## **Scarborough Campus Students' Union Policy Manual**

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### **OPERATIONAL POLICY – Clubs Funding Policy**

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- Any cheques not picked up at by April 15th of that year will be revoked and voided and further collection will not be honored.
- Cheques can be claimed lost up until one (1) month after the distribution date; a \$20.00 cheque replacement fee will apply.
- The SCSU may decide on a specific day of a week for cheque pick-ups.

## **Scarborough Campus Students' Union Policy Manual**

### **OPERATIONAL POLICY – Club Recognition Policy**

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**Date: October 26, 2015 – BoD**

**Motion: Club Recognition Policy**

#### Preamble

The Scarborough Campus Students' Union (SCSU) recognizes the rights of students to form clubs and associations at the University of Toronto Scarborough (UTSC) as a forum for expressing their views and meeting academic, social, religious, and cultural needs at UTSC. The SCSU provides a variety of services to student clubs in order to assist them in achieving their goals and provide support for their initiatives in order to enhance the experience of students at UTSC.

To ensure the appropriate and efficient distribution of SCSU services, the SCSU has adopted the following policy as the Club Recognition Policy.

#### General Description

The SCSU will recognize clubs in accordance with established guidelines as outlined below.

- The objectives and activities of groups seeking recognition should be seen as attempting to contribute to but not limited to educational, recreational, social or cultural values of the UTSC Community.
- All applications for club recognition must agree to all SCSU policies, by-laws and the constitution.
- Student levy groups are not eligible for recognition by the SCSU.
- SCSU recognized clubs must be open to all UTSC students. This inclusive policy is all encompassing and reflects on every aspect of club policy.
- The SCSU will not support clubs that partake in activities that are against the law of Ontario and Canada. □ The SCSU does not support, promote or fund activities that are discriminatory as defined by the Ontario Human Rights Code and SCSU policies.
- The SCSU will not recognize any groups that practice any form of coercive (persistent mental, social and emotional pressure to join the group) techniques of their membership or potential membership, nor any student groups who are found to be associated with an outside body who practices coercion, or knowingly violates any of the procedures listed above.
- Clubs seeking recognition must maintain a bank account in the name of the clubs name. If not, the SCSU can help facilitate creating a new bank account.
- The SCSU reserves the right to request the clubs constitution.
- Clubs seeking recognition must have a membership of majority SCSU members.
- Clubs seeking recognition must submit a detailed and fully completed SCSU Club Recognition Form.
- There shall be at least one SCSU Clubs Training session per year. All SCSU Recognized Clubs are required to send at least one (1) representative to this meeting.
- If it is not possible for any executives of a club to attend, written request to VP Campus Life for alternate arrangements must be submitted and approved prior to the date of the Clubs Training. Failure to attend or make alternate arrangements will result in disapproval of funding.

## **Scarborough Campus Students' Union Policy Manual**

### **OPERATIONAL POLICY – Club Recognition Policy**

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- In the event illness, a medical note must be submitted to VP Campus Life 14 days after the Clubs training date.
- Clubs must obtain recognition by the Department of Student Life
- Club members are required to apply for SCSU Clubs Recognition annually
- The SCSU will not recognize all clubs who seek recognition. Recognition is only granted to clubs that meet the appropriate requirements as listed above.

#### **Recognition Procedures**

- All clubs seeking recognition must submit the following information to the SCSU VP Campus Life:
  1. A detailed and fully completed SCSU Club Recognition Application with the required documents.
  2. A list of the club executives, including telephone numbers, and working e-mail address.
  3. The names of student signing authorities.
  4. Disclosure of membership fees.
- The SCSU Club Recognition Application is located on the SCSU website at [www.scsu.ca](http://www.scsu.ca).
- All SCSU Recognized Clubs must apply for renewal for the following academic year starting May 1.
- Failure to receive Clubs Recognition will result in denial of access to SCSU services for clubs including clubs funding.
- All recognized clubs are required to report all changes of signing authorities, executive members, advisors and contact information on an ongoing basis.

#### **Club Recognition Approval Process**

- If recognition is granted, the organization will be sent an approval letter to the e-mail address provided.
- All sections of the Club Recognition Form must be completed in full and must be legible in order for it to be considered.
- The SCSU will not recognize more than one club of the same name.
- The Vice-President Campus Life may ask for a resubmission of applications if the application is deemed inaccurate or does not follow requirements as stated.

#### **Conditions for De-recognition**

- Should a complaint arise about a specific SCSU Recognized Club, the Clubs Committee will review the complaint. Should the club be found at fault, the club will be put on probation and if a second infraction were to occur the club will be de-recognized by a resolution of the Clubs Committee. The terms of the probation will be set by the Clubs Committee. After probation and de-recognition, the club will have a chance to appeal the decision by sending two executives to make a presentation to the following Clubs Committee meeting.
- Any one or combination of the following will be cause for de-recognition:
  1. Failure to comply with the language or the spirit of the Club Recognition policy in any way

## **Scarborough Campus Students' Union Policy Manual**

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### **OPERATIONAL POLICY – Club Recognition Policy**

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2. Abuse of any SCSU services or privileges
3. Failure to take adequate precautions to limit liability while hosting or participating in events or activities
4. Committing an offence that is contrary to federal, provincial, municipal laws or SCSU policies and procedures
5. Failure to attend at least one SCSU Clubs Training session
6. Not following appropriate clubs funding procedure
7. Failure to hold a fair election for positions of the board and executive
8. Failure to submit elections results

#### Student Club Privileges

Student clubs recognized by the SCSU will have access to many SCSU services including:

1. Clubs funding
2. Table Booking in the Student Centre
3. Room Booking in the Student Centre
4. SCSU Equipment Rentals
5. Postering on SCSU boards
6. Help with constitution writing, event planning, financial planning and planning elections
7. Rex's Den venue booking
  - (i) Clubs using the venue are responsible for any additional costs that may arise from using the space. This includes: food cost, gratuity, and audio and visual services.

**Date: October 26, 2015 – BoD**

**Motion: Donations Policy**

Campaign Expenses and Campaign Financing

- All candidates shall submit to the CRO original receipts of all campaign expenditures within seventy-two (72) hours of the close of voting. The CRO may at any time request from any of the candidates original receipts for expenditures prior to the close of voting.
- All campaign donations must be brought to the attention of the CRO and be included in the campaign expense report to be submitted by each candidate. Donated materials shall be assigned a dollar value based on Fair Market Value by the CRO and shall be calculated as campaign expenses.
- Fair Market Value of a product or service shall be the lowest price, without special concessions or discounts that is available in Toronto, Ontario for that product or service, to all persons who approach a person or company that sells, or deals in, that product or service.
  1. The CRO shall contact three (3) major suppliers in the Toronto area and shall adopt the lowest price as the Fair Market Value. The candidate may rebut such Fair Market Value if the candidate is able to produce/submit receipts from the Toronto area merchants which evidence a lower Fair Market Value than that obtained by the Committee.
  2. Where a candidate purchases goods or services at a discounted price, or receives them as a donation, the Fair Market Value of the purchase will be used to determine a candidate's campaign expenditure.
  3. In determining a candidate's total campaign expenditure, the CRO reserves the right to include the Fair Market Value of any materials that endorse or support a candidate. This may at the discretion of the CRO, include situations whereby a party producing the material or advertising does so without the consent of the candidate, but where the candidate knows, or reasonably ought to know, about such material or endorsement.
- Candidates are not entitled to use in their campaign, any service or monies, conferred onto them by virtue of holding any position in any campus organization unless such services would still be available to them otherwise. This includes, but is not limited to, office supplies, equipment, advertising space and staff.
- Student Clubs and Departmental Student Associations may endorse but not financially support a candidate.
- Campaign expenses shall not exceed \$200 for each Presidential and Vice-Presidential candidate.
- Campaign expenses shall not exceed \$100 for each Director candidate.
- Alcoholic beverages will not be considered a legitimate campaign expense.
- Failure by a candidate to submit a campaign expense form and original receipts by the deadline may result in disqualification upon decision of the CRO. Any candidate who exceeds the campaign limit shall be disqualified by the CRO. Disqualification may be appealed only to the Election Appeals Committee whose decision shall be considered final and binding.
- Candidates are to be reimbursed within 30 days of submitting their expense report.
- A sample budget form shall be provided for all candidates to review.

## Scarborough Campus Students' Union Policy Manual

### OPERATIONAL POLICY – Elections Procedures Code

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#### Campaign Reimbursement

##### a. Reimbursements of Campaign Expenditures – Executive Candidates

The Union shall reimburse Executive Candidates for campaign expenses incurred on the condition that they submit legitimate proof of expenses. Such reimbursements shall not be unreasonably withheld. Reimbursements may be made available upon request to CRO, should there be financial needs that warrant reimbursement. Deductions to reimbursements shall be based on the following schedules:

Candidates for President, Vice-President Operations, Vice-President University Affairs and Academics, Vice-President Equity and Vice-President External:

- i. For the first 5 points deducted, each candidate shall receive a maximum of \$150.00, or 75% of their total expenditures reimbursed.
- ii. For each additional point deducted, an additional **2.5%** of the total expenditure reimbursement shall be issued to each candidate (i.e. if 6 points are deducted, the candidate shall receive a maximum of \$145.00, or 72.5% of their total expenditures reimbursed).
- iii. The following equation shall be used to calculate reimbursements to Candidates for Executive Positions:  $f_{LE} = 25 + (2.5(x-5))$

##### b. Reimbursement of Campaign Expenditures – Director Candidates

The Union shall reimburse Director Candidates for campaign expenses incurred on the condition that they submit legitimate proof of expenses. Such reimbursements shall not be unreasonably withheld. Reimbursements may be made available upon request to CRO, should there be financial needs that warrant reimbursement. Deductions to reimbursements shall be based on the following schedules:

Candidates for Director Positions:

- i. For the first 8 points deducted, each candidate shall receive a maximum of \$75.00, or 75% of their total expenditures reimbursed.
- ii. For each additional point deducted, an additional **6.25%** of the total expenditure reimbursement shall be issued to each candidate (i.e. if 9 points are deducted, the candidate shall receive a maximum of \$68.75, or 68.75% of their total expenditures reimbursed).
- iii. The following equation shall be used to calculate reimbursements to Candidates for Director Positions:  $f_{LD} = 25 + (6.25(x-8))$

## **Scarborough Campus Students' Union Policy Manual**

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### **Operational Policy – Donations Policy**

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**Date: October 26, 2015 – BoD**

**Motion: Donations Policy**

#### Preamble

The Scarborough Campus Students' Union (SCSU) supports student and community initiatives through different means, including financial donations. The SCSU provides donations to external organizations to further the mandate of the union and support campaigns and equity work being done within the community,

The SCSU will provide a maximum of \$1000 in donations per fall and winter term. The deadline to submit applications must be decided by the Executive Committee and it must be between the end of October and mid-November before the November Campaigns and Equity commission.

The Vice president external shall present a follow up report of the donations at the following Campaigns and Equity Commission.

#### Terms of Funding:

Funds will be assigned to external organizations in accordance with established guidelines outlined below:

- Recognized groups of the SCSU are not eligible for Donations.
- The SCSU reserves the right to refuse any application and retains sole discretion to determine approved donation amounts in order to accommodate all requests received and anticipated throughout the year.
- The SCSU does not support, promote or fund activities that are discriminatory as defined by the Ontario Human Rights Code and SCSU policies.
- The SCSU does not support, promote or fund activities that encourage gambling, illegal activities, or where individual members of the organization stand to have personal or financial gain.
- Misuse of Donations can lead to banning of the external organization of future donations.

#### Funding Restrictions:

- Organizations are eligible to receive a maximum of \$500 through Donations per year (May 1<sup>st</sup> to April 30<sup>th</sup>). Priority will be given to new applicants.
- In order to receive a donation, the appropriate application procedure must be followed as listed under Application process.
- Organizations applying for funding above \$250 will have to present a proposal to the Executive Committee.
- Funding will be given in one installment following the ratification of the application.
- Organizations will receive the funding within 30 days of ratification by the Campaigns and Equity Commission.

#### Application Process

- SCSU Donation Form are available on the SCSU website, [www.scsu.ca](http://www.scsu.ca).



## **Scarborough Campus Students' Union Policy Manual**

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### **Operational Policy – Donations Policy**

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- SCSU Donation Forms for funding must be received before the deadline to Vice President External.
- All sections of the SCSU Donation Forms must be completed in full and must be legible in order for it to be considered.
- The Executive Committee can request a resubmission if the application is insufficient

#### **Adjudication**

- The Executive Committee is responsible for a recommendation of the appropriate distribution of donations.
- The Executive Committee will meet ~~on an~~ as needed basis to review the applications.
- The recommended distribution of donations shall be sent to the Campaigns and Equity Commission to be ratified.
- The Campaigns and Equity Commission has the right to deny or approve any donation requests.

Board of Directors Meeting #4 of the Scarborough Campus Students' Union  
Friday, August 14th 2015 | 5:40PM | SL-232, UTSC Student Centre

**Board of Directors, Scarborough Campus Students' Union**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>CONSTITUENCY OR POSITION</b>
✓ CHU	FION	FRENCH & LINGUISTICS
DIONISIO	NICOLE	PRESIDENT
✓ GALINDEZ	CAMILLE	VP ACADEMICS & UNIVERSITY AFFAIRS
GIZZO	CHRISTINA	PSYCHOLOGY
HILL	DIANE	COMPUTER SCIENCE
✓ JAMES	TRINA	VP CAMPUS LIFE
✓ KHOURY	REEMA	ENGLISH
✓ KIRK	JESSICA	VP EQUITY
✓ KONSTANTOPOULOS	KATIE	SOCIOLOGY
✓ MOHAMAD	AYAA	HUMAN GEOGRAPHY & CITY STUDIES
NAMI	SAM	POLITICAL SCIENCE
✓ RAJABI	YASMIN	VP EXTERNAL
SHIFFERAW	GABREAL	PHYSICAL & ENVIRONMENTAL SCIENCE
✓ SULTONI	USMAN	BIOLOGY
✓ QAZILBASH	AMNA	ANTHROPOLOGY & HEALTH STUDIES
YAZDANIAN	EILIA	VP OPERATIONS

## 1. CALL TO ORDER

A quorum being present, the Chair called the meeting to order at approximately 5:40pm.

## 2. ANNOUNCEMENTS

No announcements

## 3. APPROVAL OF THE AGENDA

### MOTION

Moved: Dionisio

Seconded: Rajabi

Be it resolved that the agenda for the August 14th, 2015 SCSU Board of Directors meeting be approved as presented.

Vote: All in favour

### CARRIED

## 4. EQUITY STATEMENT

Kirk reads the Equity Statement and the Acknowledgement of the Lands we occupy of the Mississauga New Credit First Nation.

## 5. EXECUTIVE REPORTS

### MOTION

Moved: Dionisio

Seconded: Kirk

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

Vote: All in favour

### CARRIED

## Services & Operations

Rajabi speaks on Rex's Den Closure

Rex's Den will be closed during the month of August. It will reopen in the week of August 31st, 2015.

Galindez speaks on Health and Dental

SCSU is switching health care plan providers. SCSU is finalizing the remaining elements of the Health and Dental plan with Green Shield Canada. Plandesign and coverage details have been finalized and are just under a last review. As well, the procedure to opt-in/opt-out co-op students is being finalized. Those who have permanently opt-out from the Health and Dental plan need to re-opt-out.

Board of Directors Meeting #4 of the Scarborough Campus Students' Union  
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## **Campaigns & Advocacy**

Kirk speaks on **Students First Meeting**

Students First is a coalition of student organizers from across UofT, this group emerged from the work of student organizing in solidarity with the TA Strikes in the past year at UofT. This coalition meeting began with a workshop on UofT Governance and how decisions are made hosted by Sandy Hudson and Danielle Sandhu. The meeting progressed into action strategies for educating the campuses and reaching out UTSC and UTM specifically.

Kirk speaks on **Take Back the Night**

The Womyn & Trans\* Centre is organizing a spinoff of an annual march against sexual violence that will be held on campus mid-September. We recently had a planning meeting for this initiative, where folks from WTC and VP Equity discussed the direction of the initiative. SCSU believes in challenging all systems of oppression, and this initiative takes a proactive approach to challenging the notion of victim-blaming survivors of gender-based violence. If you would like more information on this event, feel free to either speak with your VP Equity, or Nasma Ahmed, WTC's External Coordinator, at [wcexternalcoordinator@gmail.com](mailto:wcexternalcoordinator@gmail.com).

Kirk speaks on **Pregnancy Test Strips**

Pregnancy Test Strips are a resource that are given to members of the community in different capacities across the city. At Ryerson University, for example, their Womyn & Trans\* Centre offers this service for free to folks on campus who are in need. After speaking with UTSC's Womyn and Trans\* Centre, they expressed interest in offering this service on campus. As such, VP Equity is exploring opportunities for us to start offering this to our membership.

## **Events & Programming**

James speaks on **Orientation Training**

One August 1st, the VP Campus life and the orientation team host their first orientation volunteer training. Students who attended this training when through various workshops such as, an Anti-O training by VP Equity and a seminar on the Volunteer Network Program (VNP). For more information on how to get involved with this year's orientation, contact either the Orientation Leads at [orientation@scsu.ca](mailto:orientation@scsu.ca) or VP Campus Life [campuslife@scsu.ca](mailto:campuslife@scsu.ca).

James speaks on **Movie Night**

On July 30th, the SCSU hosted its first Movie Night at Rex's Den. It was a good turnout.

Rajabi speaks on **Federal Elections**

There have been several meetings within the past month to organize, collaborate and coordinate events for the upcoming federal elections. Thomas Wood is the federal elections coordinator and can be reached at a new email that will be updated.

Board of Directors Meeting #4 of the Scarborough Campus Students' Union  
Friday, August 14th 2015 | 5:40PM | SL-232, UTSC Student Centre

Rajabi speaks on **Precarious Work Public Forum**

VP External in collaboration with recent graduate Jenna Blower are working on a public forum for this fall. This public forum will address precarious work and its effect on students. Many students see themselves working in precarious jobs even after university and having accumulated some debt.

## **6. STRIKING OF COMMISSIONS & COMMITTEES**

### Elections Appeals Committee

#### **MOTION**

Moved: Dionisio

Seconded: Rajabi

Whereas the Elections Appeals Committee is a committee of the Scarborough Campus Students' Union,

Be it resolved that **MITHELIN MATHIPALAN**, be elected by and from the Board of Directors to serve on the Elections Appeals Committee for the 2015 SCSU Fall Elections, to be the staff/executive student union representative from the Greater Toronto Area (GTA).

Vote: All in favour

#### **CARRIED**

### Events Commission

#### **MOTION**

Moved: Dionisio

Seconded: Mohamad

After a lengthy discussion, nominations open. Fion Chu, Reema Khoury and Amna Qazilbash nominate themselves. Later, Fion Chu and Amna Qazilbash withdraw their nomination.

Whereas the Events Commission is a commission of the Scarborough Campus Students' Union,

Be it resolved that **REEMA KHOURY** be elected by and from the Boards of Directors to serve on the 2015-2016 Events Commission.

Vote: All in favour

#### **CARRIED**

### Campaigns & Equity Commission

#### **MOTION**

Moved: Dionisio

Seconded: Mohamad

After a lengthy discussion, nominations open. Ayaa Mohamad, Katie Konstantopoulos and Amna Qazilbash nominate themselves. Later, Katie Konstantopoulos withdraws her nomination.

Whereas the Campaigns & Equity Commission is a commission of the Scarborough Campus Students' Union,

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Be it resolved that **AYAA MOHAMAD** and **AMNA QAZILBASH** be elected by and from the Boards of Directors to serve on the 2015-2016 Campaigns & Equity Commission.

Vote: All in favour

**CARRIED**

Services Commission

**MOTION**

Moved: Dionisio

Seconded: Khoury

After a lengthy discussion, nominations open. Fion Chu and Katie Konstantopoulos nominate themselves. James nominates Sultoni. Sultoni declines his nomination.

Whereas the Services Commission is a commission of the Scarborough Campus Students' Union,

Be it resolved that **FION CHU** and **KATIE KONSTANTOPOULOS** be elected by and from the Boards of Directors to serve on the 2015-2016 Services Commission.

Vote: All in favour

**CARRIED**

**7. APPROVAL OF ELECTION DATES**

**MOTION**

Moved: Dionisio

Seconded: Chu

Be it resolved that the following by-election dates be approved as presented:  
Voting Days: October 27-29.

Vote: All in favour

**CARRIED**

**8. APPROVAL OF MINUTES**

**MOTION**

Moved: Dionisio

Seconded: Kirk

Be it resolved that the July 31st, 2015 minutes package including the following documents be approved as presented:

- a) Executive Committee Meeting | July 29th, 2015, August 5th, 2015 & August 10th, 2015
- b) Racialized Students' Collective Meeting | July 29th, 2015
- c) Board of Directors Meeting | July 31st, 2015

Konstantopoulos asks about the quote for Rex's audio system, the original quote was \$ 20 000 but there was a motion to amend that changed the total to \$ 11 000.

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Rajabi explains the original plan to update TV and audio systems led to the \$ 20 000 quote but the executives decided to update the audio system without TVs, which reduced the quote to \$ 11 000.

Konstantopoulos likes the idea of a SCSU sign to increase student awareness.

Vote: All in favour

## **CARRIED**

### **9. DIRECTOR UPDATES**

Galindez lists the following project appointments:

Gizzo and Qazilbash are working on resource directory

James, Khoury and Sultoni are working on FX.

Hill is working on Trans\* inclusive Vagina Monologues.

Chu is working on transit.

Konstantopoulos is working on the Lack of Diversity Project.

Nami and Mohamad are working on Momentum.

Shifferaw is working on tuition.

Dionisio will email the list to the directors.

Galindez speaks on the University forum committees sent to directors. Two directors responded, Gizzo will be attending academic forum and Hill will be attending the CAO forum.

Konstantopoulos speaks about financial decisions made during the board meetings. Konstantopoulos proposes having two meetings, the first to deliberate and the second to finalize the decision. Konstantopoulos wants to discuss the process of financial decision making, how to regulate the process, and whether it is possible to have a recess to think about the decision.

After a lengthy discussion, it is decided that it is better to have discussions during board meetings rather than to have a side committee. During a discussion, a recess can be called to deliberate but the executives cannot be asked to leave as they are part of the discussion process.

Qazilbash asks for an update on the Black Lives Matter donation.

Kirk responds that she can get an update on how the Black Lives Matter donation was spent and would have a short follow up with the Board.

Konstantopoulos suggests either to relax the Robert's Rules of Order or to provide training on Robert's Rules of Order prior to the upcoming Board of Director's Meeting and the Annual General Meeting because the general membership may not understand Robert's Rules of Order.

After a lengthy discussion, it is decided that providing a Robert's Rules of Order workshop to the students would be looked into.

Konstantopoulos inquires whether the union could organize an open town hall meeting outside the AGM in which students can query the union and collectively voice their thoughts outside Robert's Rules

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of Order. Konstantopoulos also asks for a motion to archive livestream of election forums and AGM proceedings to ensure students are well informed about what happens at these events.

After a lengthy discussion, Kirk states that she has written down Konstantopoulos' ideas and she will email the items Konstantopoulos brought forward to Dionisio. Kirk states that she will talk to the executives and follow-up.

Konstantopoulos noticed that during elections there was no actual status stated in the elections policy of what to do if you are acclaimed. Konstantopoulos wonders whether elections policy could express the duties and regulations of all students not just for those who are acclaimed, but also for other scenarios. She would like there to be a place where students could look at the policies.

Galindez responds that changes and updates to by-laws and policies must be brought to the committee.

Chu speaks about the LSA tri-campus initiative in which LSA went to high schools to promote Linguistics. Chu mentions that LSA is in the process of filming promotional videos and is preparing for Orientation.

Mohamad states that there are no updates from DSAs because the geography president did not respond. Also, student non-DSA committee needs a third member.

Galindez adds that the DSA committee plans to meet in September and DSAs cannot get their funding until that committee is complete.

Chu adds that the committee need a non-student DSA member.

Galindez follows up that the committee needs a member at large.

Khoury asks Kirk if a club could ask for Anti-O training and how to go about that.

Kirk responds that Anti-Os are done at club training.

James adds that there are three trainings and trainings outside of that need to be booked based on Kirk's availability.

Kirk adds that two executives do clubs training. If more executive members would like to attend, send her an email and she will try to add them to the Anti-Os she offers.

## **10. ADJOURNMENT**

### **MOTION**

Moved: Dionisio

Seconded: Sultoni

Be it resolved that the August 14th, 2015 SCSU Board of Directors meeting be adjourned.

Vote: All in favour

### **CARRIED**

The meeting is adjourned at 6: 40 pm.



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**Wednesday, September 16, 2015**

**Executive Committee Meeting**

**3 PM – 4 PM**

Attendance: Nicole D., Yasmin R., Jessica K., Eilia Y., Trina J., Camille G.

***BIRT the September 16 Agenda be approved as presented.***

**APPROVED**

1. Police Brutality Panel
  - Camille and Nikki setting up decompression
  - Jessica and Jeremy figuring out sound
  - 5:00 PM food will be out, 5:20 PM event will start
  - Volunteers will do last minute outreach
  - Nikki in charge of decompression
  - Camille and Trina doing video
  - Yasmin doing Snapchat
  - Trina doing pictures
  - Trina setting up table
2. Associate Hiring
  - Nikki send questions to AUA and Equity
  - Equity committee: Camille and Yasmin
  - External committee: Trina and Jessica
  - AUA committee: Nikki and Jessica
  - Campus Life committee: Yasmin and Camille
3. DSA AMACSS
  - Diane will go on behalf of SCSU for mixer
  - Camille to draft a sponsorship form
4. Campus Affairs Committee
  - Today at 4 PM, invites to everyone
  - Nikki will attend campus affairs with Camille
5. #UTSCFeministStrong
  - Jessica had meeting yesterday with SOS and HCSSA.
  - Series of actions happening in response to recent threats to women and feminists on campus in SOS and Women's Studies.
  - Hashtag will be running
  - Demonstration being held on Monday from Timmies through Social Science building, and back to AACC area.
  - End of the march, there will be opportunity for banner painting.
  - Wednesday will be open forum.
  - Katie inviting admin to open forum to sit on the panel.

- List of demands drafted, including equity breadth requirement, proactive approaches to dealing with threats.
- Reaching out to different student orgs. To organize together for the actions; reached out to EDO, SC:Out, Health and Wellness, and SCAA.
- Decompression space will be available 1-3 MO, 5-7 WE.
- Risk Assessment – Event proposal drafted and sent to Trina. Michele contacted to get information.
- Getting space easier because professors are involved.

***BIRT the September 16 meeting be adjourned.***

**APPROVED**

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**Wednesday, September 21, 2015**

**Executive Committee Meeting**

**10 AM – 12 PM**

Attendance: Nicole D., Yasmin R., Jessica K., Eilia Y., Trina J., Camille G.

***BIRT the September 21 Agenda be approved as presented.***

**APPROVED**

1. Feminist Strong Action and Reclaim Your Agency Event
  - Today is day of action, event breakdown was sent. Consists of table set-up and banner at 12:30 PM – Jessica, Nikki, and Eilia.
  - SOS and HCSSA coming for event briefing.
  - Aniq from HCSSA photographing. Jessica main spokesperson, and WT\*C/SOS reps.
  - Chants to be led by Trina.
  - March will then take place.
  - Jessica is last person to speak, let people know about forum on Wednesday and self defense class tomorrow.
  - Jessica needs to print list of demands, and official SCSU response statement.
  - Kit stuffing at 2 PM tomorrow for the self defense class. 3 PM TPASC booth needs to be set up. Execs also hosting guidance to the space.
  - Doors open at 4:30 PM, and instructor will be coming at 4:15 PM. 5:00 PM, introductions will happen.
  - 5:30 – 7:30 PM self defense class taking place.
  - Nikki marshaling today.
  - Nikki order pizza at 5:30 PM, estimate guest capacity. Keep receipt to get reimbursed by Tom.
2. Fossil Fuel Divestment Submission
  - Ad Hoc committee struck by President Gertler. They are doing call for submissions for people looking to see university divest. Jessica is working with Christa from EPSA. Camille working with Ayesha. Jessica revisiting draft with Christa.
  - UTMSU and SCSU to support each other.
3. Charles Smith
  - Met in regards to RSC funding. Ho Fund is being taken away from UTSC, and become controlled centrally; Charles has less access to money.
  - Hoping to bring D'Bi Young on campus in February.
4. Popcorn machine rental
  - Popcorn machine cart wheel broken – look into.
  - Nikki to follow-up with Arthi about pricing.
5. Job Fair/Networking Event
  - From event on weekend – highlighted diversity and inclusion in the workplace.
  - Looking for time to have it, talking to AA&CC – aiming for January, may mix with IRDS on same week; professional development as theme.

- Reaching to WT\*C and SC:Out to see if they'd like to partner.
6. Sponsorship form
    - Camille drafting. Organization name, number, sponsorship options.
    - Yasmin to draft external donation form.
    - There should be no option for financial aid on sponsorship form.
  7. Front Desk
    - Front desk proposal drafted by Eilia. Nikki to review and send out to the rest of the executives.
    - Included possible financial costs and projected timeline.
  8. Boat Cruise run-through
    - Trina has breakdown for times.
    - Busses arriving on campus at 7 PM and loading in front of old gym.
    - SCAA should be there to bus captain. SCSU also bus captaining. 8 busses, Trina on first and Jessica on last.
    - Students line up for boat, wrist band policy in effect. Staff taking ticket and security checking IDs.
    - Food on boat – halal beef and chicken burgers and potatoes.
    - DJ playing from 9:30 PM – 12:30 PM, DJ after 10:30 PM.
    - 10:30 PM boat starts turning back, execs should make way back to bottom of boat at that time. Should be first off the boat and in front of bus to usher students back to campus.
    - 1 guest per person.
  9. Rex's
    - Trina says there should be formal form to request using the space.
    - Take down process from DSA section.
    - Trina and Eilia to draft forms.
  10. CSS
    - Ask APUS for part-time student
    - Trina to look into Residence student
    - Nikki will send applications to all executives

***BIRT the September 21 meeting be adjourned.***

**APPROVED**

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**Wednesday, September 24, 2015**

**Executive Committee Meeting**

**3 PM – 4 PM**

Attendance: Nicole D., Yasmin R., Jessica K., Eilia Y., Trina J., Camille G.

***BIRT the September 24 Agenda be approved as presented.***

**APPROVED**

1. Team Outing
  - Send out poll
2. CSS
3. Campaigns and Equity Commission
  - Happening next week. Need to discuss potential committees.
  - Syrian Refugee fundraising program – student interested.
  - Truth and Reconciliation Commission – to create report.
  - Subcommittee, if created, should create proposal for admin funding to Syrian refugee program.
  - Look into departmental funding.
  - Academic support subcommittee to make it more open.
  - Look into SCSU refugee funding.
  - Tuition fees and improving transit.
4. TSA
  - 2 events to be hosted.
  - Trina and Jessica to touch base
5. Outside the Box
  - October 28 collaboration – Jess sending calendar invite
  - Sexuality and Class
  - Open space
6. Time Auction
  - Can't repeat event if students don't participate
  - Still happening
7. Biology Survey
  - Looking for sample contract and questions
8. Free Books
  - Can't do this on campus
9. Risk Update
  - Panel discussion – need new room
  - Federal Elections panel in gym
  - Live screening/Trivia Night – don't say no alcohol unless you want bar closed
10. Clubs Training
  - Agenda sent out – same presentation from August
  - Next Thursday

- Food from Rex
  - Should create club feedback survey
11. #FeministStrong Forum
- Good admin turnout
  - Small student turnout, WT\*C was not present
  - Threats in June – error in communication. Not shared to protect professors identity.
12. NGM
- Create motions internally by October 5 for review
13. Bylaw
- Review meeting to be set up

***BIRT the September 24 meeting be adjourned.***

**APPROVED**

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**Wednesday, September 28, 2015**

**Executive Committee Meeting**

**11 AM – 12 PM**

Attendance: Nicole D., Yasmin R., Jessica K., Eilia Y., Trina J., Camille G.

***BIRT the September 28 Agenda be approved as presented.***

**APPROVED**

1. General Updates
  - Send out poll
2. CAO Forum
  - Execs created agenda
3. MSA Locker
  - MSA spoke with Arthi about getting additional locker space to current locker and prayer space.
  - Jessica to have an open forum with student groups for club space.
  - Jessica to schedule meeting with MSA.
4. Clubs Week
  - MO-WE 11-4 PM
  - Over capacity, but will have another clubs week during October 19&22.
  - Clubs who did not get space will get priority, but also first come first serve.
5. Commission Agendas
  - Hard copy reviewed by executives, soft copy to be sent out
  - Yasmin to present on Federal Elections
6. Associate/Honourarium Pay and Structure
  - Presented by Eilia for review
  - Financial barriers for employees – go through contract to be paid quarterly or in a lump sum, up to employee.
7. Boat Cruise
  - Feedback good from students
  - DJ not the greatest
8. Homecoming
  - Trina will not be able to go to commission due to tabling.
  - All execs will go after commission
9. TFC Tickets
  - October 23 soccer game
  - Trina to forward email to MESA who is looking into games
10. Garden Area
  - Looking for area for student garden as a service
  - Should start with Food Bank this year

***BIRT the September 28 meeting be adjourned.***

**APPROVED**

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**Wednesday, September 30, 2015**

**Executive Committee Meeting**

**3 PM – 4 PM**

Attendance: Nicole D., Yasmin R., Jessica K., Trina J., Camille G.

***BIRT the September 30 Agenda be approved as presented.***

**APPROVED**

1. Student Refugee Fund
  - We have 2 funding levies.
  - Kirk suggests putting into our policies how the second levy is used, in consultation with the refugee student.
  - Kirk says there are students who want to act on supporting Syrian refugees. Kirk will work with students and consult with ISC.
  - Yazdanian asks if refugee student pays international fees in second year. Galindez responds that they are refugee status so considered citizens, receive OSAP.
  - Yazdanian suggests putting money into GIC account so it can grow interest long term and fund student tuition.
  - Kirk will set up meeting with ISC and creating policy.
2. Resisting Democracy
  - Happening during UTSC reading week on the downtown campus.
  - No cost to us, asked us to help promote.
3. External Donations
  - Rajabi to edit donation form to include commission ratification process
  - Will bring to policy and bylaw meeting
4. Minds Matter
  - Asking if there could be a mental health resource space on our website
5. TRC
  - Two subcommittees to be launched today will be related to this – will be able to tie our support with IAW.
6. Clubs Training
  - Executives should have handouts printed before 11, set up table.
  - James runs through the day

***BIRT the September 30 meeting be adjourned.***

**APPROVED**



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**Monday, October 5, 2015**

**Executive Committee Meeting**

**10 AM – 12 PM**

Attendance: Nicole D., Yasmin R., Jessica K., Trina J., Camille G.

***BIRT the September 30 Agenda be approved as presented.***

**APPROVED**

1. Outreach
  - James scheduled execs for outreach this week
2. Campaigns Task List
  - Dionisio asks everyone to compile task list
3. Oxfam Banner
  - Event happening this month
  - Formal request should include banners, as many clubs are asking for banner space
4. NGM
  - Delegate prep happening; execs leaving on Saturday.
  - Moving Campaigns commission to last Thursday of November
  - Moving Events commission to first week in January
5. Immigration Panel
  - Happening in the catalyst centre
  - Pizza will be provided
  - 5-7 PM on Tuesday
6. Today's event at 5 PM
  - Need outreach for tonight's Trivia Night
7. Puppy
  - November 17, requesting IC Atrium
  - Partnering with MESA and CSA
  - James to send Galindez Risk Assessment dates
8. BHM Conference
  - Downtown BSA partnering, tri-campus event
  - Meeting on Friday 1-3 PM with Kirk; UTM invited + BSA's from UTSC
9. Wab Kinew
  - IDC and ISA are officially partnering
  - First Nations House and ASSU asked for \$2500
  - Kirk drafting proposal for CSS to take from Community and Equity fund

***BIRT the October 5 meeting be adjourned.***

**APPROVED**

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## Policy and By-Law Committee #2

October 7, 2015; 12 PM - 1 PM

Attendance: Nicole D. (Chair), Katie K., Trina J., Yasmin R., Jessica K., Thomas W., Camille G.

### **BIRT the meeting agenda be approved as presented**

#### 1. Clubs Recognition Policy - Amended

- “Written request to VP Campus Life for alternative arrangements must be submitted and approved prior to the date of the clubs training session” added to 12.
- Part A added to 12 “students must submit medical note 14 days after clubs training”
- Typo on “written request”
- Amend 7 to read “Additional costs may include..” to make language of Rex’s clearer.
- Amend 13 to read “Department of Student Life” as opposed to “Office of Student Life”

Be it resolved that the PBC recommend the amended Clubs Recognition Policy to the SCSU Board of Directors for ratification.

Moved: Galindez Seconded: Kirk

Unanimous, CARRIED

#### 2. Clubs Funding Policy - Amended

- Typo of spelling of “one” in item 9.

Be it resolved that the PBC recommend the amended Clubs Funding Policy to the SCSU Board of Directors for ratification.

Moved: Rajabi Seconded: Kirk

Unanimous, CARRIED

#### 3. Board of Directors Policy - Amended

- In alignment with other student unions, and to ensure the operations are more students and services based, VP operations should be an elected position.
- Would increase accountability by being driven by students, and adding the democratic component.

Be it resolved that the PBC recommend the amended Board of Directors Policy to the SCSU Board of Directors for ratification.

Moved: James Seconded: Konstantopoulos

Unanimous, CARRIED

#### 4. Election Procedures Code - Amended

- Expenses
  - Director candidate expenses reduced.
- Campaign reimbursement

- 
- Can be a financial burden for folks who want to run in the elections. There is financial limit, but not all students have the funding.
  - Point raised on incentive to meet demerit thresholds - currently too easy to gather demerits.
  - Reimbursement amended so that every demerit point gained results in a loss of 2.5% for executives and 6.25% for director reimbursement.
  - Formula for Executive Loss:  $fLE = 25 + (2.5(x-5))$  Director Loss:  $fLD = 25 + (6.25(x-8))$

Be it resolved that the PBC recommend the amended Election Procedures Code to the SCSU Board of Directors for ratification.

Moved: Kirk Seconded: James

Unanimous, CARRIED

4. DSA Committee - Amended
  - Typo as last few clauses say clubs committee, not DSA committee.
  - Strike all clauses.

Be it resolved that the PBC recommend the amended DSA Committee section in the Committees Bylaw to the SCSU Board of Directors for ratification.

Moved: Rajabi Seconded: Konstantopoulos

Unanimous, CARRIED

5. Executive Responsibilities - Amended
  - Change typo, one clause written twice.
  - Bursary provided to students through SCSU. MoU written between Financial Aids Office and SCSU so Equity is involved in the process, but there is no structure on our end.

Be it resolved that the PBC recommend the amended Executive Responsibilities Bylaw to the SCSU Board of Directors for ratification.

Moved: Kirk Seconded: Galindez

Unanimous, CARRIED

6. Committees - New Addition
  - Implementing VP Operations as chairing bursary committee, President sits on committee
  - Should amend to have VP Equity chair committee as they are most knowledgeable, and this is a needs-based service. Has little financial/operational aspect.
  - Members would include: President, director, at-large student, and one rep from Financial Aids Office

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Be it resolved that the PBC recommend the additional Bursary Committee section in the Committees Bylaw to the SCSU Board of Directors for ratification.

Moved: Rajabi Seconded: Kirk

Unanimous, CARRIED

## 8. Donations Policy - New Policy

- Request Form - Reference
  - “Recommended distribution of donations is to be sent to the Campaigns and Equity Commission” instead of all requests sent to the Commission.
  - Add clause for VP External to present follow-up report on how donation was spent by the organization at the next Campaigns and Equity Commission.

Be it resolved that the PBC recommend the new Donations Policy to the SCSU Board of Directors for ratification.

Moved: Kirk Seconded: Wood

Unanimous, CARRIED

## 9. Adjournment

Be it resolved that the PBC meeting be adjourned.

Moved: Konstantopoulos Seconded: James

Unanimous, CARRIED

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**Monday, October 19, 2015**

**Executive Committee Meeting**

**10 AM – 12 PM**

Attendance: Nicole D., Yasmin R., Jessica K., Trina J., Camille G.

***BIRT the October 19 Agenda be approved as presented.***

**APPROVED**

1. Holiday Update
2. Rex's Discount update
3. Hot water Machine
4. Rex's Server Wages
5. Rex's Lounge Area
6. Space Audit
  - Blueprints are now available to make the front desk more accessible for our members
  - Will look into starting construction in December, and selling through HWing Kiosk
7. Embrace Syria
  - Samreen asking for support in graphics and printing for Syria
  - Filming was done last week
  - Subcommittee/MSA working on most of it, they just need support
8. Clubs Training
  - Feedback surveys from clubs were compiled; executive to modify their presentations
  - Clubs like worksheets, create more of these
9. AGM
  - Board packages and motions due Oct 29
  - James to send email to all clubs
10. Board Reports Due tomorrow
11. Bruce Kidd
  - Refugee Student
  - Goals regarding internationalizing students
  - Transit
  - Sexual Assault Policy
  - Fundraising priorities of the University – Scholarships, access
  - Tuition
12. RSC
  - Kirk had meeting with Maria Pochecho, spoke about grants and bursaries.
  - Creating ways to have funding more accessible to marginalized students.
  - Refugee student fund to become Protected/Refugee Student Grants, any refugee student can access
  - Textbook Grant has increased, update Maria.
13. Academic Advocacy

- Does not work if condensed in one week, now Nov 9 – 19
  - Will be kicked off with Lack of Diversity and Academic Subcommittee
  - Camille will schedule meeting to go through all November events
14. Outreach
- Darshika scheduled all execs for elections
15. Grants
- Kirk looking at other Union bylaws to create RSC into a physical space

***BIRT the October 19 meeting be adjourned.***

**APPROVED**

## **AGENDA**

2015 Clubs Committee Scarborough Campus Students' Union

Friday, October 2, 2014 | 12:00pm | SL-219, UTSC

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### **1. CALL TO ORDER – 12:07pm**

### **2. EQUITY STATEMENT**

### **3. WELCOMING REMARKS & INTRODUCTIONS**

- Amna Qazilbash – Director of Anthropology and Health Studies
- Richard Li – Student at Large
- Jessica – VP Equity
- Trina - Chair and VP Campus Life

### **4. OVERVIEW OF PROCEDURES**

James explains the procedures of the Clubs Committee

### **5. APPROVAL OF THE AGENDA**

**MOTION** Moved: James

Seconded: Qazilbash

### **6. REVIEW CLUB FUNDING PACAKGES**

- Qazilbash asked if there is a limit of funding available to distribute
- James confirms that there is a total sum allotted through SCSU
- Kirk asks if DECA has gone to Clubs Training

**MOTION** Be it resolved that the SCSU grant DECA UTSC 83.52 in funding for DECA Amazing Race.

Moved: James

Seconded: Qazilbash

**MOTION** Be it resolved that the SCSU denies TEDXUTSC request for funding as stands.

James confirms that they are aiming to receive \$5,000 from DSL, and are applying for funding with DSL through CSS.

James confirms TEDXUTSC has gone to Clubs Training

Qazilbash asked about the success of the dunk tank at Orientation.

Li states that they have received funding through University. Suggests partial funding because they have history of receiving funding.

Qazilbash agrees that partial funding is best.

## **AGENDA**

2015 Clubs Committee Scarborough Campus Students' Union

Friday, October 2, 2014 | 12:00pm | SL-219, UTSC

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James asks if 60% of funding is appropriate for the committee.

Kirk asks if there is any way of putting the specific proposal on hold until we can confirm they are receiving funding through other avenues.

James addresses that this funding package will be reassessed at the next meeting.

Be it further resolved that the SCSU undergoes an investigation of funding until the next Clubs Committee meeting.

Moved: Li

Seconded: James

**MOTION** Be it resolved that SCSU grant Because I Am A Girl – UTSC Chapter total funding of \$87.37 for their Annual General Meeting.

Moved: Kirk

Seconded: Qazilbash

**MOTION** Be it resolved that SCSU grant Language Translation & Social Science Career Path Association (TSCPA) total funding of \$150.00 for Charity Dodgeball Tournament

James shows the Committee their graphic package

Li chooses to withdraw his vote from this motion, due to conflict of interest.

James confirms TSCPA attended Clubs Training

Moved: James

Seconded: Qazilbash

**MOTION** Be it resolved that Scarborough Ismaili Student Association (SISA) be approved for funding

Be it further resolved that SISA receive for \$117.05 for Welcome Back Bash

James confirms SISA attended Clubs Training.

Moved: Kirk

Seconded: Qazilbash

**MOTION** Be it resolved that Agape Impact be approved for funding.

Be it further resolved that Agape Impact receive for \$16.37 for Campus Open Meeting

Moved: Kirk

Seconded: Li



## **AGENDA**

2015 Clubs Committee Scarborough Campus Students' Union

Friday, October 2, 2014 | 12:00pm | SL-219, UTSC

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**MOTION** Be it resolved that Chinese Undergraduate Association be denied funding New Students Orientation.

Li states they have external sponsors from which they can receive funding.

James states she will recommend that their events be made accessible to students rather than off campus, and that they receive Clubs Training.

Be it further resolved that CUA does not receive \$707.84 for New Students Orientation

Moved: Qazilbash

Seconded: Li

**MOTION** Be it resolved that United with CAMH be approved for funding  
Be it further resolved that receive \$87.27 for Orientation Tabling

James states they attended Clubs Training

Qazilbash asked what happens if a student club does not go to Clubs Training

James confirms that a club cannot receive funding until they have gone to Clubs Training

Li states Clubs Training was much more comprehensive, especially the contract overview

Moved: Kirk

Seconded: Li

**MOTION** Be it resolved that University of Toronto Korean Canadian Students (UTKCS) be approved for funding.

Be it further resolved that receive \$156.76 for Academic Seminar.

Moved: Qazilbash

Seconded: Li

**MOTION** Be it resolved that UTSC Music Society be partially approved for funding

Be it further resolved that UTSC Music Society receive \$347.00 for Summer Concert

James states not all their receipts are in the funding package

Qazilbash suggests that we approve funding for the amount which receipts have been provided

Kirk asks if they would be able to come in and present their package, James states that according to SCSU By-Laws more than \$1000, they need to present the package

## **AGENDA**

2015 Clubs Committee Scarborough Campus Students' Union

Friday, October 2, 2014 | 12:00pm | SL-219, UTSC

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Moved: Qazilbash

Seconded: Li

**MOTION** Be it resolved that Raindance on Campus be approved funding  
Be it further resolved that Raindance receive \$7.90 for Clubs Fair

- Qazilbash suggests club attach receipts for all funds next package.

Moved: James

Seconded: Li

**MOTION** Be it resolved that Big Brother Big Sisters Toronto at UTSC be approved for funding  
Be it further resolved that Big Brother Big Sisters Toronto at UTSC receive \$39.92 for Clubs Week

James addresses this group has gone to Clubs Training

Moved: Kirk

Seconded: Li

**MOTION** Be it resolved that UTSC Tamil Students' Association (TSA) be approved for funding  
Be it further resolved that UTSC TSA receive \$259.90 for Tamileelam

James addresses that group has gone to Clubs Training

Moved: Qazilbash

Seconded: Kirk

**MOTION** Be it resolved that Co-Op Students' Association be approved for funding  
Be it further resolved that receive \$344.94 for Co-Op September Kickoff.

James confirms that Co-Op Students' Association went to Clubs Training

Li states that there were many giveaways

Qazilbash does not think we should approve of all funding

Li suggests removing funding for iPad

Kirk states giveaways do enhance student life

Qazilbash would like to remove all funding except for food

James suggests removing prize finances

Moved: Qazilbash

Seconded: James

**MOTION** Be it resolved that Islamic Relief at UTSC be approved for funding  
Be it further resolved that Islamic Relief at UTSC receive \$80.26 for Leadership Training

James states she will encourage clubs to apply for DSL funding as well.

## **AGENDA**

2015 Clubs Committee Scarborough Campus Students' Union

Friday, October 2, 2014 | 12:00pm | SL-219, UTSC

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Moved: Kirk

Seconded: Li

**MOTION** Be it resolved that DECA at UTSC be approved for funding  
Be it further resolved that DECA at UTSC receive \$47.63 for Outreach Launch

Moved: Li

Seconded: James

**MOTION** Be it resolved that UTSC TSA be partially approved for funding  
Be it further resolved that UTSC TSA receive \$389.27 for Straight Outta UTSC

Kirk asks that James addresses their culturally appropriate event Title  
James confirms that clubs are able to apply for funding through DSL

Moved: James

Seconded: Li

**MOTION** Be it resolved that UTSC Music Society be partially approved for funding  
Be it further resolved that UTSC Music Society receive \$168.47 for Earth Songs Concert

Li states Music clubs can easily apply for sponsorships

Moved: James

Seconded: Li

**MOTION** Be it resolved that Agape Impact be approved for funding.  
Be it further resolved that Agape receive \$78.36 for Mix & Mingle Board Games Day.

Moved: James

Seconded: Kirk

**MOTION** Be it resolved that DECA at UTSC be approved for funding  
Be it further resolved that DECA at UTSC receive \$22.92 for DECA Love Campaign

Moved: James

Seconded: Li

Kirk asks about limitation on funding packages clubs can submit per meeting.  
James confirms there are no limitations.

## **7. AJOURMENT**

**MOTION**

Moved: James

Seconded: Kirk

**1. CALL TO ORDER – 5:14pm**

**2. APPROVAL OF THE AGENDA**

**MOTION**

Moved by: **Trina James**

Seconded by: **Jessica Kirk**

Be it resolved that the agenda for September 29<sup>th</sup> Events Commission be approved as presented.

**CARRIED**

**3. EQUITY STATEMENT**

**4. ATTENDANCE**

Trina James (Chair)  
Katie Konstantopoulos  
Aniqa Rahman  
Ally Fernandes  
Harmanraj Singh Wadhwa  
Sajjad Jaffery  
Nicole Dionisio (Executive)  
Jessica Kirk (Executive)  
Camille Galindez (Executive)  
Yasmin Rajabi (Executive)

**5. COMMISSION PURPOSE AND PROTOCOL**

James explains the purpose of this commission to discuss the various events of SCSU and how they can be improved. James also explains voting rights and ratification protocol.

**6. OVERVIEW OF LAST YEARS EVENTS**

James goes through an overview of events starting with **September**. First is Boat Cruise, then Clubs Week, and Week of Welcome. **October** hosted Halloween Pub Night at Rex’s Den. **November** hosted alternative programming – Karaoke Night, Birthday Mail donated to external party, iPod Battle, Movie Night (Happy). **December** is exam destressors for students studying on campus overnight, UTSC on Ice which is a staple event at the Natrel rink. **January** hosted welcome back event Winter Week of Welcome; Open Mic Night, Game Day, Karaoke Night, Free Pancakes, Student Centre Party in collaboration with Fusion Radio. Clubs Week was brought back. Trip to Montreal during Reading Week, and finally Spring Formal named “Gatsby Gala”.

**7. EVENTS PLANNED THIS YEAR & BRAINSTORM SESSION**

Week of Welcome, Free Breakfast, Open Mic Night, Free Giveaway Day with Kardi Concert in the Gym, Dis-Orientation, and Tri-Campus Parade, Annual Boat Cruise, Federal Elections Debate, XAO Events in

MINUTES – Events Commission

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students

SEPT 29<sup>th</sup> | 5:00pm | UTSC Student Center, SL232

**September.** In **October** VP External is planning a week of Federal Elections programming to anticipate the Elections. VP Equity planning a panel discussion on current anti-immigration policies and legislation; temporary workers and Bill C-24. Different panelists will shed light on the different issues. There will also be a precarious work forum, and all-candidates' debate in the old gym. There will be a party in Rex's Den on October 19 – Federal Elections Day.

Other events we are looking to host in October is another Free Breakfast, Open Mic Night, Pub Night, and Scary Movie Night.

James encourages students to talk about other events they'd like to see happen. Opens the floor to events in October or events in general.

Konstantopoulos asks if there is programming during reading week. James says there is none. Rahman asks if anything happened last year. James says there was none, only during the winter.

James talks about the Movie Night in the summer. It is an opportunity to open up during Reading Week if students would like to see an earlier destressor program.

Kirk suggests a creative space as a destressor. Rahman suggests inviting an arts group or someone to facilitate an arts event.

Fernandes says October is Mental Health Awareness month and Mental Health Network holds many destressor events during this month. Working with Build Blue to do mental health walks with hot chocolate and snacks.

Kirk builds on facilitator for arts event and the idea of Paint Lounge.

Rahman asks about Halloween. James is steering away from Halloween because of cultural appropriation. The Blackout pub night and Scary Movie Night will be hosted instead. Rahman suggests Halloween artwork event or panel on hyper sexualization of women in costumes/media/horror.

Fernandes suggests campus groups networking event for clubs to interact with other clubs and organizations, especially those with similar goals.

**November** we are hosting Student Centre party – this will be shared once the plan is developed. Puppy therapy in collaboration with MESA will be happening tentatively on November 17.

Rahman asks if we do fundraising initiatives. James says we have nothing planned. Rahman suggest Syrian Refugee Crisis fundraising; Kirk invites the discussion to happen in the Campaigns and Equity Commission. Rahman asks about Indigenous Awareness Week; Kirk says it is being led by ISC.

Fernandes asks about best dance crew event due to high demand for dance events. Asks Indigenous dancers to be the opening act.

Galindez mentions Academic Advocacy Week and potential planning with the DSA's. Looking to release course evaluations survey. Rahman echoes importance of this week as professors are not aware of student academic rights. Communication needs to be strengthened when policies are changed.

## MINUTES – Events Commission

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students

SEPT 29<sup>th</sup> | 5:00pm | UTSC Student Center, SL232

**December** hosts UTSC on Ice before the break. James looking to revamp. Rahman suggests snowball fight. Fernandes suggests Winter Wonderland day, can include ice sculpture competition. Weather-pending.

Konstantopoulos asks if students stay in Residence during the break. Galindez says they have to pay extra to stay. Konstantopoulos asks if there is any programming we can do. James suggests a dinner before the break.

Rahman asks for more events pertaining to Residence and International students. James says she will contact International Student Centre to help identify International Students. James asks Wadhaw how SCSU can help welcome International students more. Wadhaw says first month is very welcoming and to maintain that.

James asks if there is a form of event that is the most engaging (clubs vs. karaoke/movie/open mic night). Wadhaw says any event with free food is good.

Rahman suggests Bubble Soccer that Tedx hosted, more active events. Rahman asks if SCSU is open to cat therapy. Galindez says she was looking into cat café, and says it is meticulous, involves waver-signing because cats are tempered.

**January** may repeat Student Centre Party or off-campus. There is also Winter Week of Welcome. Konstantopoulos likes pub nights, Rex's Den. She suggests this program during WWoW. Says there is a disconnect between how we bring students in and how they are engaged. Rex's should be seen more as the student pub. Community needs to be built on campus.

Rahman talks about Winter Blues where students were playing music, platform to display artistic talents.

**February** Black History Month – will discuss more at the Campaigns and Equity Commission. Montreal Reading Week and Vagina Monologues.

**March** In the past we had Mosaic – cultural performances. Revamping to Freedom of Xpression to allow students to express themselves however they prefer. Fernandes asks for a more elaborate breakdown. James goes through breakdown of the event. Spring Formal where awards are given out and new SCSU executives are welcomed.

### Other Events

Konstantopoulos asks for more summer based events, such as a beach trip, center island, community-based destressor. Rajabi says its possible to make it part of the transition package for the next Campus Life.

Fernandes asks if SCSU could collaborate more with clubs as many groups aren't aware of other club events. This could increase event attendance.

## **8. STREET TEAM REGISTRATION**

James goes through purpose of street team and the incentive program.

**Motion to ratify new members.**

MINUTES – Events Commission

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students

SEPT 29<sup>th</sup> | 5:00pm | UTSC Student Center, SL232

**MOVED: James SECONDER: RAJABI**

**Carried**

**Adjournment**

**Motion**

Moved: James

Seconded: Dionisio





Precarious Work Workshop, Panel of candidates in Scarborough-Rouge Park area, Party in Rex's Den to celebrate the federal elections.

- c. Xie does not believe there is anything to add to the events.
- d. Konstantopolous asks for clarification on the last event whether it can encourage folks to vote due to the time conflicting with times polling stations close. Rajabi clarifies that the event is meant to celebrate voting.
- e. Xie asks to what extend we are discussing student loans, quality of the degree you have, such as liberal arts in the Precarious Work Workshop.
- f. Rajabi says that folks can bring up these questions at the workshop.
- g. Guberman asks if the content comes from this commission. Rajabi says it is a debate set-up and questions will come from the community.
- h. Kirk clarifies that Anti-Immigration Panel has been moved to the catalyst centre in the Environmental Science Building.

#### 7. Open Discussion of Commission Priorities

- a. Konstantopolous has been in discussion with Galindez and DSA's to have a committee on academic issues such as Know Your Rights campaign. She wishes to strike the subcommittee.
  - i. Motion: Moved: Hill      Seconded: Kirk
  - ii. *Be it resolved that the Academic Issues Subcommittee be struck for the 2015-2016 academic term.*
  - iii. Unanimous, CARRIED
- b. Guberman asks to focus on transit, accessibility between UTSC and UTSG.
  - i. Motion: Moved: Konstantopolous      Seconded: Kirk
  - ii. *Be it resolved that the Transit Working Group be struck for the 2015-2016 academic term.*
  - iii. Unanimous, CARRIED
- c. Hill wishes to strike a Truth and Reconciliation Commission Sub-committee.
  - i. Motion: Moved: Kirk      Seconded: Rajabi
  - ii. *Be it resolved that the Truth and Reconciliation Commission Sub-committee be struck for the 2015-2016 academic term.*
  - iii. Unanimous, CARRIED
  - iv. Hill stresses the importance of lobbying administration and the government for Indigenous rights and sovereignty.
- d. Aziz wishes to strike a subcommittee for Embrace Syria, a campaign being initiated
  - i. MOTION: Moved: Hill      Seconded: Kirk
  - ii. *Be it resolved that the Embrace Syria Subcommittee be struck for the 2015-2016 academic term.*
  - iii. Unanimous, CARRIED





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*ii.* Unanimous, CARRIED

## Services Commission Minutes

Thursday, October 1, 2015

### 1. Call to Order

Yazdanian calls the meeting to order at 5:16 PM.

### 2. Approval of the Agenda

MOTION Moved: James Seconded: Konstantopoulos

Be it resolved that the agenda for the October 1<sup>st</sup>, 2015 Services Commission be approved as presented.

Unanimous, CARRIED

Yazdanian adds item 9, ratification of new members.

### 3. Equity Statement

### 4. Introductions

### 5. Commission Purpose and Protocol

Yazdanian goes over the commission bylaw for all members. This is available online.

### 6. Open Discussion

#### a. Services (current)

Rajabi speaks about the SCSU Food bank, to roll out in time for the Winter holidays. Food Bank Coordinator will follow, creating another student job.

James speaks about new popcorn and cotton candy machine services, mainly for clubs.

Rajabi adds that we should also rent out the button maker.

Jaffery asks who the microwaves are managed by. Yazdanian says they are managed by SCSU.

#### b. Services (new)

Fernandes proposes a buddy system. Some students are intimidated by campus police, asks if SCSU can offer a walksafes program that is accessible for and by students.

Kirk suggests that Fernandes bring this up at the WT\*C Safety Committee, as this will be starting soon.

#### c. Student Service issues at the University

Konstantopoulos inquires about Aramark food services. They do not give benefits to employees, and are unhelpful to student organizations; services offered and pricing.

Rajabi echoes that Aramark is involved in the prison industrial complex, and suggests divesting from them as a corporation at our school.

James says that University gets a profit from having Aramark, and enjoys their business. Suggests building up Student Centre Services to make Aramark less relevant to clubs.

Kirk understands Ryerson divested from Aramark, and suggests Konstantopoulos look into proposals that may have been drafted.

Fernandes also points her to Ary Maharaj, Chair of the Food User Committee.

Kirk says contract was renewed last year.

Yazdanian says he will bring it back to the larger SRI team to conduct research and analysis.

Jaffery asks how difficult it is for us to get a space in the rest of the school.  
Yazdanian says it is possible, but it goes being the capital and priorities of the SCSU.

7. Recommendations for the 2015-2016 fiscal year budget

MOTION Moved: James Seconded: Dionisio

Be it resolved that the recommendations for the 2015-2016 fiscal year budget be presented to the Finance Committee for further discussion.

Unanimous, CARRIED

8. Presentation of the August Monthly Income Statement

Yazdanian says September is currently unavailable because reconciliation timeline of September pushes P&L back to October.

9. Ratification of new members

MOTION Moved: James Seconded: Konstantopoulos

Be it resolved that new members be ratified to the Services Commission.

Unanimous, CARRIED

10. Date of Next meeting: October 29, 2015

11. Adjournment

MOTION Moved: Konstantopoulos Seconded: James

Be it resolved that the October 1<sup>st</sup>, 2015 Services Commission be adjourned.

Unanimous, CARRIED

# Scarborough Campus Anti-Racism Subcommittee / Racialized Student Collective Agenda

Thursday, October 8th, 2015 - 3-5pm

**In Attendance:** Jessica Kirk, Sitharsana Srithas (Tamil Students' Association), Aniqah Rahman (Historical and Cultural Studies Students' Association), Nasma Ahmed (Women & Trans\* Centre), Camille Galindez, Trina James

1. Opening
  - Land Acknowledgement
  - Equity Statement
2. What is Racialized Student Collective?
3. Lack of Diversity (In Academia) – what type of space would we like to create?
  - The purpose of the space should be made explicit, both in the promotional material, as well as throughout the length of the event.
  - Talk about the curriculum more generally, course material for certain classes more specifically, or potentially racist encounters with specific professors
  - There should be an interactive approach, rather than a hierarchical approach
4. Lack of Diversity Educational Campaign – *Terms that will appear on posters, edited by Members of the Collective*
  - **Allyship:** responding to the needs of the target group; exploring and owning your dual roles as oppressor and oppressed.
    - Ex: Dominant group member calling out a professor or TA for saying something racist.
  - **Micro-Aggression:** A brief verbal, behavioural, or environmental act that insults marginalized peoples. Acts can be either intentional or unintentional
    - Ex. “How articulate! You speak such perfect, unaccented English!”
      - ❖ Members spoke in great length about microaggressions with friends and colleagues.
      - ❖ Members also spoke about the dangers of ignorance, and the impact “I didn’t know it would hurt your feelings” has on folks.
  - **Privilege:** Not feeling vulnerable based on your identity; an invisible pack of unearned assets.
    - Ex. Not having to repeat your name when introducing yourself to your professor or TA.
  - **Racism:** A structural system of exploitation; those in positions of power may use it to exercise control over someone who is racialized.
    - That said, there is no such thing as reverse-racism

# SCSU

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