

SCARBOROUGH CAMPUS STUDENTS' UNION

LOCAL 99 OF THE CANADIAN FEDERATION OF STUDENTS

Board of Directors Package

Monday March 27th, 2017

5:00PM

University of Toronto Scarborough Campus,
Student Centre - SL232

RULES OF ORDER AT A GLANCE

To do this:	You say this:	May you interupt 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

Last Name	First Name	Constituency or Position
Ali	Muhanad	Director of Anthropology and Health Studies
Don	Justin	Director of English
Elhadad	Judy	Director of Management
Elshaikh	Saja	Director of Human Geography
Fung	Howard	Director of Computer & Mathematical Science
Gholizaden	Samin	Director of Historical and Cultural Studies
Hassan	Deena	Director of Psychology
James	Trina	Vice-President Campus Life (non—voting)
Kidanian	Sarkis	Director of Political Science
Kirk	Jessica	President
Mohamed	Nafisa	Vice-President Equity
Mukherjee	Aaheli	Director of First Years
Philipiah	Alexson	Director of Arts, Culture and Media
Rajabi	Yasmin	Vice-President Operations (non—voting)
Singh	Aryana	Director of Physical and Environmental Sciences
Srithas	Sitharsana	Vice-President External
Waltoo	Miguel	Director of Philosophy
Wang	Evan	Director of First Year
Warsame	Samira	Director of Critical Development Studies
Wood	Thomas	Vice-President Academics & University Affairs

Agenda

1. Call to order

The meeting is called to order at __: __

2. Announcements

3. Approval of Agenda

Motion Moved: Kirk Seconded:

Be it resolved that the agenda for the March 27th, 2017 SCSU Board of Directors meeting be approved as presented.

4. Equity Statement

5. Approval of Minutes

Motion Moved: Kirk Seconded:

Be it resolved that the March 27th, 2017 minutes' package including the following documents be approved as presented:

- i. Board of Directors
 - a. February 27th, 2017
- ii. Executive Committee
 - a. February 27th, 2017
 - b. March 10th, 2017
 - c. March 12th, 2017
 - d. March 20th, 2017
- iii. Elections & Referenda Committee
 - a. March 1st, 2017
 - b. March 16th, 2017-03-23
- iv. Policy and By-Laws Committee
 - a. March 21st, 2017
- v. Commission Meeting
 - a. March 22nd, 2017

6. Motion to Approve Health and Dental Policy Amendment

Motion Moved: Kirk Seconded:

Be it resolved that the Health and Dental Policy Amendment be recommended for adoption as presented.

7. Motion to Approve Elections & Referenda Policy Amendment

Motion Moved: Kirk Seconded:

Be it resolved that the Elections and Referenda Policy Amendment be recommended for adoption as presented.

8. Motion to Ratify New Member of Board of Directors 2017-2018

Motion Moved by: Kirk Seconded:

Be it resolved that Nafisa Mohamed be ratified as Vice-President, Campus Life for the 2017-2018 fiscal year.

9. Executive Report

Motion Moved: Kirk Seconded:

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

10. Director updates

11. Adjournment

Motion Moved: Kirk Seconded:

Be it resolved that the March 27th, 2017 SCSU Board of Directors meeting be adjourned.

EXECUTIVE REPORT

SERVICES & OPERATIONS

Income Statement	February 2017	Description of Accounts
REVENUE		
Unrestricted Referendum Fees	\$0	Student Fees
Restricted Referendum Fees	\$0	Membership fees, fees we collect for student societies
Health and Dental Plan Fees	\$183.10	Health and Dental Plan Fees
Space Rental Income	\$20,810.45	Room and table rentals, tenants
Services Revenue	\$1,336.36	Sales of services (tickets)
Event Sales	\$8,691.0	Spring Formal, Orientation, Boat Cruise
TTC Metropasses and Fare Sales	\$76,110.75	Income from selling TTC products
Vending Commissions	\$0	Commission
Advertising Revenue	\$0	Handbook, Advertising spots around Student Centre
Other Income	\$-1,285.87	Sponsorship, Grant, Investment, Interest Income
TOTAL REVENUE	\$105,845.79	
EXPENSE		
Salaries, Wages & Benefits	\$49,064.21	Salaries, wages, honorariums, and benefits
Supplies	\$3,2015.97	Office, computer, photocopier, and general supplies
Health and Dental Disbursements	\$0	Fees paid for Health and Dental coverage
Ticket Purchases	\$1,142.76	Discounted tickets, Movie Tickets, Wonderland Tickets etc.
Services	\$2,807.56	Agenda, Tax Clinic, Printing and Photocopying etc.
Cost of TTC Metropasses and Fares Sold	\$75,498.25	Flow through money (cost of selling TTC Metropasses, Fares)
Event Costs	12,037.02	Orientation, Spring Formal & other event costs
Elections and Referenda	\$6,823.22	Elections supplies and promotion materials
Meetings	\$380	Conferences and events attended/hosted by the SCSU
Programming Costs	\$2,198.46	Volunteer Network Program, Campaigns etc.
Funding	\$12,422.58	Clubs Funding, DSA Funding, Donations, Bursary
Professional Dev & Travel	\$51.54	Health & Safety training, transportation and continuity costs
Restricted Referendum Fees Disbursement	\$0	Disbursing fees we collect for student societies
Repairs and Maintenance	\$11,016.79	Repairs and Maintenance, Cleaning
Professional Fees	\$275.26	Legal, Consulting, auditing fee's
Phones & Telecommunications	\$0	Website, cell phone allowance, e-mail hosting
Bank Charges	\$253.33	Bank Charges, Interest
Loss on Disposable and Bad Debt	\$0	Bad Debt Expense, Loss on Disposal
Amortization	\$0	Amortization of Furniture, Equipment, and Computers
TOTAL EXPENSES	\$-177,176.95	
NET INCOME	\$-71,331.16	

Multi-Faith Consultations

Multi-Faith and Spiritual groups have been looking to make some changes in the two rooms, so the VP Equity and VP Operations held consultations to see what changes should be made. VP Operations had also sent out a google form to get in touch with faith based groups that did not attend.

Tax Clinic

We have offered filing students personal income taxes for free from March 1st till March 17. We extended it to March 23 and March 24, due to high demand from students.

CAMPAIGNS & ADVOCACY

Academic Forum – On March 2nd, some incoming and all outgoing SCSU executives attended our second Academic Forum for the term, addressing academic concerns at the Scarborough Campus. We followed up on academic-based recommendations through our EDO Consultations, inquired the ways in which academic-based TRC Steering Committee recommendations could be adopted, and lobbied to remove some administrative registrar fees. We were also told that the exit survey will be adopted, and will continue to follow-up on other commitments made by admin.

Anti-Choicers on Campus – On March 16th, students and off-campus people joined anti-choice group called Students For Life UTSC and distributed graphic misinformation to UTSC students, staff and faculty all day long. The Scarborough Campus Students Union, SC:OUT, Women & Trans* Centre and volunteers collaborated to respond. We handed out buttons, offered alternate routes to folks who may become triggered by the content of the anti-choicers outreach materials / outreach strategies, as well as decompression space at the Women & Trans* Centre. If you are interested in continuing conversations around the importance of reproductive justice and abortion rights, reach out to your VP Equity Nafisa, at equity@scsu.ca.

CAO Forum – On March 1st, some incoming and all outgoing SCSU executives attended a meeting addressing student issues on campus life and operations of the University. Particularly, we talked about realizing some of the calls to action put forth through the TRC Steering Committee Report (like meeting smudging standards and developing an Indigenous community engagement position), the potential for monthly parking passes, and the next steps for potential YRT services offered through UTSC. Each executive will continue to follow-up on commitments made by University administration.

Deputation on Next Steps on the Scarborough Subway

On Tuesday March 7th, Sitharsana presented a deputation at City Hall speaking in favour of the Executive Committee going forward with the Scarborough Subway but also highlighted the importance of investing in other high order transit like the LRT and the Smart Track.

For more information, contact external@scsu.ca Highland

Hall Furniture

Both the current and incoming VP AUA attended a preliminary meeting to discuss the types of furniture to be included in the new Highland Hall study space. These discussions will continue to evolve over the next several month leading up to the opening of the Highland Hall.

Sexual Violence Prevention & Response Coordinator Interviews

With the Sexual Violence Prevention & Response Center opening up soon, search for a coordinator has been happening. For three days, VP Equity sat on the interview committee to narrow down the potential coordinators to move forward with interviews. The center is aimed to open in early May in the Environmental Science building.

Transit Feedback Survey Meeting

On Friday March 3rd, Sitharsana attended a meeting to discuss the design and deployment of a UTSC Transit Feedback Survey. This survey is created with the intention to address transit concerns for students at UTSC and in collaboration with the Sustainability Office. This survey is expected to go out in September 2017.

YRT Key Stakeholders Meeting

On Monday March 6th, Sitharsana attended the York Region Transit meeting. Our proposal for service to UTSC was added to the Proposed Service Changes for the 2018 Draft Annual Service Plan. There is obvious a ways still to go but at least we are certainly on the radar screen. Next steps include working on a student survey with assistance from the Sustainability Office to determine the extent of interest in the YRT bus service. Once YRT has sufficient data and survey information, we will set up a meeting to discuss their findings and potential routing options. If you reside in York Region or want to be part of this project, contact external@scsu.ca.

EVENTS & PROGRAMMING

DSA Funding Round 3

SCSU recognizes DSAs as a way for students to access academic services and programming specific to their department. In order to accomplish this, the SCSU provides funding for DSAs at UTSC to provide support for their initiatives that enhance the academic experience of students at UTSC. The first meeting of the DSA Funding Committee met to consider 15 applications by DSAs.

IRDS

IRDS is happening on March 28 and 29 in IC 302 from 5-7 PM. There will be 4 student presentations each night, followed by a roundtable discussion. Students will be sharing their experiences with engaging in research processes and pursuing deeper thinking. The event page can be found on the SCSU page. Let academics@scsu.ca know if you'd like to participate or volunteer for the event

Mosaic Big Up Yourself

On March 9th, the SCSU in collaboration with Fusion Radio host their annual Cultural Mosaic. Special thanks goes out to all the student who attended and performed, you did your cultural proud. We would also like to thank Femi Lawson for his fabulous hosting skills.

Spring Formal

On March 23rd, the SCSU hosted their annual Spring Formal. During the event, students took part in a dinner dance and the meeting of the new SCSU Executive team for the 2017/2018 year. Special thanks goes out to the performer Black Cherry for starting off the nights events, as well as all of the awards winners.

Board of Directors, Scarborough Campus Students' Union

LAST NAME POSITION	FIRST NAME	CONSTITUENCY OR
✓ ALI STUDIES	MUHANAD	DIRECTOR OF ANTHROPOLOGY AND HEALTH
✓ DON	JUSTIN	DIRECTOR OF ENGLISH
ELHADAD	JUDY	DIRECTOR OF MANAGEMENT
ELSHAIKH	SAJA	DIRECTOR OF HUMAN GEOGRAPHY
✓ FUNG SCIENCE	HOWARD	DIRECTOR OF COMPUTER & MATHEMATICAL
GHOLIZADEN	SAMIN STUDIES	DIRECTOR OF HISTORICAL AND CULTURAL
✓ HASSAN	DEENA	DIRECTOR OF PSYCHOLOGY
✓ JAMES VOTING)	TRINA	VICE-PRESIDENT CAMPUS LIFE (NON—
✓ KIDANIAN	SARKIS	DIRECTOR OF POLITICAL SCIENCE
✓ KIRK	JESSICA	PRESIDENT
✓ MOHAMED	NAFISA	VICE-PRESIDENT EQUITY
✓ MUKHERJEE	AAHELI	DIRECTOR OF FIRST YEARS
PHILIPAH	ALEXSON	DIRECTOR OF ARTS, CULTURE AND MEDIA
✓ RAJABI	YASMIN	VICE-PRESIDENT OPERATIONS (NON—VOTING)
✓ SINGH ENVIRONMENTAL SCIENCES	ARYANA	DIRECTOR OF PHYSICAL AND
✓ SRITHAS	SITHARSANA	VICE-PRESIDENT EXTERNAL
✓ WALTOO	MIGUEL	DIRECTOR OF PHILOSOPHY
✓ WANG	EVAN	DIRECTOR OF FIRST YEAR
WARSAME STUDIES	SAMIRA	DIRECTOR OF CRITICAL DEVELOPMENT
✓ WOOD	THOMAS	VICE-PRESIDENT ACADEMICS & UNIVERSITY AFFAIRS

1. Call to order

A quorum being present, the Chair called the meeting to order at approximately 5:10 p.m.

2. Announcements

Kirk will be acting as the Chair for this meeting; therefore she is no longer a voting member. As a result, all the motions in the meeting package that are moved by Kirk will now be moved by Mukherjee.

3. Approval of Agenda

MOTION Moved: Mukherjee Seconded: Wood

Be it resolved that the agenda for the February 27th, 2017 SCSU Board of Directors meeting be approved as presented.

Vote: All in favour

CARRIED

4. Equity Statement

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

5. Approval of Minutes

MOTION Moved: Mukherjee Seconded: Kidanian

Be it resolved that the February 27th, 2017 minutes' package including the following documents be approved as presented:

- vi. Board of Directors
 - a. January 30th, 2017
- vii. Executive Committee
 - a. February 1st, 2017
 - b. February 15, 2017

Vote: All in favour

CARRIED

6. Approval of CRO Report

MOTION Moved: Mukherjee Seconded: Singh

Be it resolved that the CRO report for the SCSU 2017 Spring Elections be accepted as presented.

Vote: All in favour

CARRIED

7. Ratification of 2017-2018 Board of Directors

MOTION

Moved: Mukherjee

Seconded: Don

Be it resolved that Sitharsana Srithas be ratified as President for the 2017-2018 fiscal year; and

Be it resolved that Deena Hassan be ratified as Vice-President Operations for the 2017-2018 fiscal year; and

Be it resolved that Christina Arayata be ratified as Vice-President Academics and University Affairs for the 2017-2018 fiscal year; and

Be it resolved that Nana Frimpong be ratified as Vice-President Equity for the 2017-2018 fiscal year; and

Be it resolved that Kubra Zakir be ratified as Vice-President External for the 2017-2018 fiscal year; and

Be it resolved that Radhika Gupta be ratified as Director of Centre for Critical Developmental Studies for the 2017-2018 fiscal year; and

Be it resolved that Claire Caluag be ratified as Director of Centre for French and Linguistics for the 2017-2018 fiscal year; and

Be it resolved that Lavelle Williams be ratified as Director of Anthropology and Health Studies for the 2017-2018 fiscal year; and

Be it resolved that Sylvie Stojanovski be ratified as Director of Arts, Culture and Media for the 2017-2018 fiscal year; and

Be it resolved that Gobika Sithamparanathan be ratified as Director of Biological Sciences for the 2017-2018 fiscal year; and

Be it resolved that Rahul Gupta be ratified as Director of Computer and Mathematical Sciences for the 2017-2018 fiscal year; and

Be it resolved that Vanessa Vigneswaramoorthy be ratified as Director of English for the 2017-2018 fiscal year; and

Be it resolved that Hania Jahangir be ratified as Director of Historical and Cultural Studies for the 2017-2018 fiscal year; and

Be it resolved that Justin Don be ratified as Director of Human Geography for the 2017-2018 fiscal year; and

Be it resolved that Rosia Noui be ratified as Director of Management for the 2017-2018 fiscal year; and

Be it resolved that Ali Hosseini Nassab be ratified as Director Philosophy for the 2017-2018 fiscal year; and

Be it resolved that Curtis Weaver be ratified as Director of Physical and Environmental Sciences for the 2017-2018 fiscal year; and

Be it resolved that Sarah Touman be ratified as Director of Psychology for the 2017-2018 fiscal year; and

Be it resolved that Raymond Dang be ratified as Director of Political Science for the 2017-2018 fiscal year; and

Be it resolved that Ashley Morris be ratified as Director of Sociology for the 2017-2018 fiscal year.

Vote: All in favour

CARRIED

8. Destroy Election Ballots

MOTION

Moved: Mukherjee

Seconded: Hassan

Be it resolved that the ballots for the SCSU 2017 Spring Elections be destroyed.

Vote: All in favour

CARRIED

9. Fee Increases

MOTION

Moved: Mukherjee

Seconded: Ali

Be it resolved that the following adjustments be approved beginning in the

Fall 2017 session:

- An increase of \$0.52 per session in the SCSU membership fee (\$0.03 part-time); and

- An increase of \$0.15 per session (full-time only) in the CFS/CFS-O membership fee; and
- An increase of \$0.77 per session in the Student Centre fee (\$0.23 part-time); and
- An increase of \$8.60 per session (full-time only) in the Dental Plan fee; and
- An increase of \$3.56 per session (full-time only) in Accident & Prescription Drug Insurance Plan fee; and
- A continuation of the Student Refugee Program fee

*Increase represents 10% increase for Dental Insurance, 5% increase for Accident & Prescription Drug Insurance and 2% increase for others.

Kidanian asked about the Student Refugee Program fee.

Kirk stated that the Student Refugee Program fee is how WUSC is funded. Kirk explained the explicit statement of the Student Refugee Program fee is based on a referendum passed through the membership a number of years ago. Kirk stated that it was included in the referendum that a motion be presented to the Board on each year that there is a request for the fee increase. A majority of the other student fee bundles are packaged within the SCSU membership fee, but there was a particular ask in this referendum for this Student Refugee Program fee to be separate and explicitly outlined in the Board Package.

Kidanian asked whether this expense was included in the tuition cost.

Kirk responded in affirmation and explained how the WUSC program works. Kirk stated that one student, who is a refugee, is accepted to UTSC and their tuition fee is paid for their first year and the student is asked to pay for their tuition for the remaining years.

Vote: All in favour

CARRIED

10. Executive Report

MOTION

Moved: Mukherjee

Seconded: Fung

SERVICES & OPERATIONS

Rajabi speaks on January Income Statements

Rajabi stated that the SCSU received part of the membership fees in January. Rajabi stated that there were also campaign fees and annual maintenance fees in January.

Rajabi speaks on Tax Clinic

The SCSU Tax Clinic, first operated in 2006, is a walk-in service held over two weeks available to all UTSC students. In collaboration with the Community Volunteer Income Tax Program (CVITP) from the Canada Revenue Agency (CRA), the Tax Clinic is a free service for UTSC students to complete their income tax and benefit returns. The Senior and Junior associates have been hired and undergone training. You can book an appointment at <http://scsu.ca/taxclinic/sign-up>

Rajabi speaks on Food User Committee

The Food User Committee discussed adding Kosher options to the Marketplace due to student input. The Food Survey questions were reviewed and will be sent in March to all UTSC students for information collecting and suggestions. If you are interested in sustainability food on campus, contact operations@scsu.ca to get involved.

Rajabi speaks on Health and Dental

We are working with University of Toronto Students' Union to ensure UTSC students are not using the wrong website to opt out.

CAMPAIGNS & ADVOCACY

Wood speaks on Academic Advising Round Table

The VP AUA attend the AART and participated in a discussion on how the university should define student success and how providers of academic advice can contribute to ensuring that students are successful.

Srithas speaks on Aramark Workers Strike

Aramark Workers have been on strike the past couple of weeks, fighting for living wages and decent health benefits. SCSU, along with Unite Here Local 75, have been meeting to better support our workers. We will be having organizing meetings with students who would like to support workers. If you would like to get involved in supporting workers' right, contact Sitharsana at external@scsu.ca.

Mohamed speaks on ARCDO

The ARCDO committee had meet on Feb. 13 at the UTM campus. Conversations around Jordan Peterson, Campus Policing, and what issues have arose or needed to be addressed in context to the two. UTSC Campus Police were available to share context in terms of actual procedure and measures they must take to maintain safety.

Mohamed speaks on IDERD Recognition Awards - Selection Committee

VP Equity was invited to sit on the selection committee which met on February 6th, to look at the nominations for the International Day for the Elimination of Racism Discrimination. There about 11 nominations that were looked at who demonstrated leadership, worked towards eliminating racism and discrimination at UofT. The award will be presented to those who received them in March.

Mohamed speaks on Interfaith Prayer and Vigil

In light of the tragedy of the murders in the Quebec Masjid, Muslim Chaplaincy, Muslim Students' Association, Thaqaayan Muslim Students' Association, and SCSU had held a Prayer and Vigil in the Meeting Place on January 31st for people to come together during these times of tragedy. A representative from each group spoke, including other non-Muslim Chaplains to show their solidarity.

Srithas speaks on Meeting with York Region Transit

On February 10th, SCSU had a meeting with representatives from YRT on the possibility of having YRT connecting students from Markham to UTSC. In this initial meeting, we were able to present data to show that there is a need and is beneficial from YRT to have a stop at UTSC. There will be ongoing conversations on the implementation of this project. If interested, contact Sitharsana at external@scsu.ca.

Wood speaks on **National Lobby Week**

Over the second week of February, the VP AUA and VP Operations traveled to Ottawa to engage in a series of meetings with Members of Parliament and Senators to call for a high-quality and accessible system of public post-secondary in Ontario and across Canada. The three proposals to transform public post-secondary education in Canada included: The elimination of tuition fees for all skilled trades and apprenticeship, college and university students, including international students, by restoring federal public transfers for post-secondary education; Fulfilling Indigenous peoples' right to education by funding all First Nations, Métis and Inuit learners through the Post-Secondary Student Support Program (PSSSP); and Strengthen Canada's research capacity by increasing graduate student funding.

Srithas speaks on **Panel on Student Activism Against Fees**

On February 16th, Sitharsana Srithas was one of the speakers on a panel, Fighting fees from Canada to South Africa, which explored the growing crisis in Canadian post-secondary education. At the event, speakers discussed the politics of student fees, debt and student mobilization in these countries and how student mobilizations and demands differ and overlap across different contexts. For more information, contact Sitharsana Srithas at external@scsu.ca

Kirk speaks on **Provost Advisory Meeting**

On February 14th, your President met with the Vice Provost Students and representatives from student societies across the University of Toronto. At this meeting, we were updated on the search for Sexual Violence Coordinators at satellite campuses, and SCSU provided development strategies for the implementation of a 24/7 crisis support line. We also followed up on the EDO Consultative Report.

EVENTS & PROGRAMMING

James speaks on **42 Days of Disruption**

42 Days of Disruption continues through this month. With collaboration with the Black student groups, we have wrapped up conversations around Afro-Futurism, Black and Muslim, Black Love and our biggest event the Showcase and After-party.

James speaks on **Montreal 2017**

From February 22nd to February 25th UTSC as well as student from Ryerson, University of Toronto Mississauga and St George campus traveled to Montreal for this year's Montreal Reading Week. Students who attend took day trips of Old Montreal, attended evening skating and shisha nights as well as got VIP access to a club every night. For more information of the event contact campuslife@scsu.ca.

James speaks on **Clubs Training**

On February 2nd, The SCSU hosted their second last training session of the term. Clubs looking to attend clubs training should contact campuslife@scsu.ca

James speaks on **Mosaic –Call Out**

Calling all Artist, singers, dancer, poets and musicians to perform in this year's Mosaic taking place on March 9th. Please booking an audition date or send in an audition tape to campuslife@scsu.ca.

Mukherjee asked about the deadlines for Mosaic auditions.

James stated that auditions should be sent to her by this week but they could have a conversation later.

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

Vote: All in favour

CARRIED

11. Director Updates

Singh and Hassan had no updates.

Don stated that the City Studies Lab need a browser update because their browser is an older version; the formatting is messed up and they cannot update their webpages.

Don stated that S.E.L.F. is having an Emerging Voices Conference on Saturday March 11th at 5 p.m. in the MV atrium. This is a free creative writing conference, which will have the theme of writing and publishing in a digital era. Don stated that the speakers will prepare students for the world of writing.

Fung stated that City Studies students are downloading Google Chrome each time they log in. Fung added that ITS might as well download Google Chrome because it is time consuming for students to do.

Kirk asked if City Studies students need Chrome to get to particular programs.

Fung stated that it was just the preferred browser and all other computers have Chrome.

Waltoo stated that the Association of Philosophy Students will be hosting the Annual Undergraduate Conference, which will be held on Saturday March 11 from 9 a.m. to 5 p.m. Waltoo stated that this year's theme is Continental Philosophy and speakers from around the world will speak to undergraduates. Waltoo recommends attendance to all students, even those without philosophical experience, because this is a great opportunity. Waltoo mentioned that the event is free, food will be provided, and information about the event will be posted.

Mukherjee stated that first years have to choose their programs soon and the Academic Advising and Career Counseling (AA&CC) are already doing an event similar to what was discussed in

the previous meeting. Mukherjee stated that her psychology A-level course sent announcements about the AA&CC event and included links for courses required for the psychology program. Mukherjee asked whether the First Year Director could organize something similar for each A-level course. Mukherjee asked whether professors could be contacted to send out these emails.

Wood stated that he can look into this but there are many professors.

Mukherjee suggested to restrict this initiative to A-level courses of different programs.

Wood stated that he could work on that with the First Year Director.

Kidanian stated that the Political Science Student Association (PSSA) would be holding discussion panel at 9 a.m. on Thursday March 2nd in the BV Wing.

Wang stated that he recently participated in the Makerspace contest. Wang stated that his group won the contest and the campus gave them funds to do something further with their idea. Wang stated that their idea came from Tim Hortons. Wang reminded the Board that UTSC is a bottle-free campus and informed the Board that Starbucks and Tim Hortons cups are not recyclable. Wang and his group designed a cup using the Makerspace 3D printer. Wang stated that the cups are foldable, and when folded, they are the same size as a name card. Wang and his group did a survey of why people do not use their own cups and they found that the main reasons were that cups are very heavy and big. They designed a cup that was convenient and they want SCSU to promote the use of these cups on the UTSC campus. Wang informed the Board that similar cups are sold in Taiwan but not in North America.

Rajabi asked Wang what type of support he is looking for.

Wang stated that his team members are still discussing what type of support they are looking for and they want to talk with SCSU.

Ali stated that Health Studies and Anthropology are hosting their Annual Expo throughout the month of March. This year, the Expo will start on March 2nd and there will be different themes every Thursday.

Mukherjee asked whether there were Facebook pages for all events mentioned. Mukherjee asked whether the events could be shared to other group pages to raise awareness.

Don and Waltoo responded that their respective events were on the group Facebook page of their department.

Kirk stated that they could share the events to the group chat.

Mukherjee asked for clarifications on the concept of the recyclable cups that Wang mentioned. Mukherjee asked how Wang wanted SCSU's support and if Wang wants Tim Hortons to fill these cups instead. Mukherjee asks how SCSU would decrease the use of non-recyclable Tim Hortons cups through the production of the cup Wang made with Makerspace.

Wang replied that he wants to work with Tim Hortons and Starbucks to help sell the cups and encourage usage. Wang stated that his group is thinking about making a reward program with a points system and

offering discounts. Wang and his group are making an app to track calories, including maps that show the nearest cafes in the area and create a community where you make friends.

Mukherjee asked for clarification that this venture is more focused on discussions and communications with Tim Hortons and Starbucks and asking these organizations whether they are willing to make a change in their products on the UTSC campus.

Wang answered in affirmation.

Don expressed his approval of the initiative and asked Wang whether they were making different size cups and if they were looking to make a profit.

Wang stated that they are considering the potential to make a profit. Wang reiterated that this technology already exists in Taiwan and he is having conversations with the manufacturer so that they can have a market in North America.

12. Adjournment

MOTION

Moved: Mukherjee

Seconded: Srithas

Be it resolved that the February 27th, 2017 SCSU Board of Directors meeting be adjourned.

Vote: All in favour

CARRIED

The meeting was adjourned at 5:57 p.m.

MINUTES – SCSU EXECUTIVE COMMITTEE

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Monday, February 27th, 2017 | 1:00pm | UTSC Student Centre, SL – 108

1. Call to Order:
 - a. Present: Kirk, Wood, Mohamed, Rajabi, Srithas, Siewrattan
 - b. Absent:

***BIRT the Feb 27th Agenda be approved as presented
APPROVED***

2. Montreal
The invoice has been sent but there was a serious issue with bed bugs where the executive will be seeking out discounts due to the inconvenience.
3. Health Conference
There was tea given out from a conference which will be distributed during exam destressors
4. EASA
This group will be putting together an event that will discuss gun violence amount the East African Community. They will be partnering with outside organizations and will need support with room bookings.

***BIRT the Feb 27th meeting be adjourned
APPROVED***

MINUTES – SCSU EXECUTIVE COMMITTEE

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Friday, March 10th, 2017 | 3:00pm | UTSC Student Centre, SL – 108

1. Call to Order:
 - a. Present: Kirk, Wood, Mohamed, Rajabi, Srithas, Siewrattan
 - b. Absent:

***BIRT the March 10th Agenda be approved as presented
APPROVED***

2. BioSa Lockers
The departments were interested in having some vacant lockers due to the lack of space in the labs. The department will be charged for the use of the lockers for maintenance purposes.
3. Jukebox in Rex's Den
There is a company interested in having a Jukebox at Rex's Den with a photobooth. The idea is good, however the executive do not see students paying for its use. This will be revisited at another meeting.
4. Standing Rock
There was a student that completed a lot of work related to divestment and was interested in facilitating an event on environmental racism. She would like to have a discussion to keep students aware of what is happening. The executive will be assisting with a raffle for the event.
5. Study Space App
There is a new app coming out that provides information regarding student space. Further updates will be provided.

***BIRT the March 10th meeting be adjourned
APPROVED***

MINUTES – SCSU EXECUTIVE COMMITTEE

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Wednesday, March 15th, 2017 | 1:00pm | UTSC Student Centre, SL – 108

1. Call to Order:
 - a. Present: Kirk, Wood, Mohamed, Rajabi, Srithas, Siewrattan
 - b. Absent:

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

2. Housing Policy
There is a legal services centre that advocated for rental housing policies and would like the student union to participate. The executive will be attending an event on the last Friday to discuss the city proposals.
3. Presidential Review
Gerlter has applied for another term and the university will be reviewing the President. The executive will be working on a submission based on his priorities and submitting to the presidential review committee.
4. WUSC Bursary
WUSC would like refugee students to have a bursary for older students, where students will continuously receive money for 4 years. There will be a discussion with Financial Aid to discuss the parameters of this bursary.
5. Campus Safety
Campus Safety and Security is interested in understanding the safety concerns of students on campus. There will be further discussion with students on this to get better feedback.

***BIRT the March 15th meeting be adjourned
APPROVED***

MINUTES – SCSU EXECUTIVE COMMITTEE

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Monday, March 20th, 2017 | 1:00pm | UTSC Student Centre, SL – 108

1. Call to Order:
 - a. Present: Kirk, Wood, Mohamed, Rajabi, Srithas, Siewrattan
 - b. Absent:

***BIRT the March 20th Agenda be approved as presented
APPROVED***

2. Athletic Banquet
SCAA has invited SCSU to the Athletic Banquet. The current and incoming executive will be attending.
3. NSSE
The University would like the SCSU to share the survey to students. The executive will be informing students via Facebook and Twitter.
4. Equity Requirement
This has become a bigger issue on campus due to the lack of information. Students are unclear on the requirement and believe it to be unnecessary. This will be discussed but the future executive on how to help students understand the parameters of the requirement.

***BIRT the March 20th meeting be adjourned
APPROVED***

1. Approval of the agenda

Moved by: Kirk Seconded: Philipiah

CARRIED

2. Elections Reimbursements

Moved by: Kirk Seconded: Warsame

Kirk proposes reimbursing UTSC Connect the total allotted reimbursement, taking demerit points into account. Kirk also presents other reimbursement packages with discrepancies to Committee. She shows deduction calculations based on demerit points issued and expense reports of those candidates and slates who have surpassed their spending limit.

Philipiah recommends implementing consequences for reimbursements should they be disqualified.

Warsame recommends that due to the lack of clarity around allowable expenses for creative labour costs sent out to candidates by the CRO, particularly around how many times the \$100 limit can be used, we should permit both UTSC Connect's videographer and the photographer to be paid a limit of \$100 each.

Be it resolved that UTSC Links be entitled to a total of \$281.25 in campaign reimbursements; and
Be it further resolved that UTSC Connect be entitled to a total of \$1256.67 in campaign reimbursements; and
Be it further resolved that Maha Zeb be entitled to a total of \$75 in campaign reimbursements;
and
Be it further resolved that Claire Caluag's slate be entitled to a total of \$375 in campaign reimbursements.

CARRIED

3. Motion for adjournment

Moved by: Kirk Seconded: Philipiah

CARRIED

1. Approval of the agenda

Moved by: Kirk Seconded: Philipiah

CARRIED

2. Elections Procedures Code Amendments – Recommendations to PBC

Kirk mentions that based on loose conversations around suggestions for amendments to the Elections Procedures Code at previous ERC meetings, the committee should use post-elections as an opportunity to investigate issues that have occurred throughout the elections and policy amendments that may lead to less complications during future elections. Kirk reinforces that as a member of both ERC and the Policy and By-Law Committee, she will bring forth all recommendations moved through this committee to PBC.

Philipiah recommends that any candidate who is disqualified from the SCSU Elections should not receive reimbursement for their campaign expenses

Kirk inquires whether candidates who are acclaimed to their position in SCSU Elections should receive reimbursements for their campaign expenses.

Warsame affirms that people who will be representing students have a responsibility to engage with members during the campaign period. This gives them a better understanding of what students want and need from their students' union. She thinks all candidates, including acclaimed, should have the right to campaign and be reimbursed for campaign expenses.

Kirk affirms that this means acclaimed positions should then be allowed to get disqualified as well, if they lose enough demerit points or go against the Code.

Philipiah agrees.

Kirk notes that there was coercion used during the 2017 Spring elections; a team's volunteer offered gift cards to people who voted for them. These actions should be strictly prohibited.

Kirk notes that the demerit point system worked out well this year, but there are some clerical errors that need to be changed on the code. On another note though, an executive proposed that a reimbursement formula might be a fairer and easier process (presents chart).

Warsame says this calculation makes a lot of sense, and that SCSU would just need to ensure that the person issuing demerit points is able to use it effectively.

Kirk mentions that staff, polling clerks, DRO and the CRO ran into issues with taking down some of the posters and checking for if they were approved by the CRO due to how high up they were. She recommends that there be a height limit of 8 feet above the floor.

Warsame says the change makes sense.

Be it resolved that agreed upon amendments be brought forth to the Policy and By-Law Committee, and be recommended for adoption.

Moved by: Kirk Seconded: Warsame

CARRIED

3. Elections Reimbursements

Kirk reads an email sent to her regarding issues with a Spring Elections slate. The slate representative is concerned with the level of clarity on reimbursements toward creative labour costs, as per a ruling made by the CRO.

Philipiah asks if this is the same team that was supposed to have been disqualified?

Kirk confirms it is the same team. There were deductions made to the total amount of allowable reimbursements based on the number of demerit points received.

Warsame says we should just uphold the code. If rules are broken, demerit points are issued and less money can be reimbursed to candidates consequently.

Be it resolved that the Elections and Referenda Committee uphold the ruling to permit UTSC Links a reduced reimbursement of \$281.25.

Moved by: Kirk Seconded: Philipiah

CARRIED

4. Motion for adjournment

Moved by: Kirk Seconded: Warsame

CARRIED

1. CALL TO ORDER: 12:07 pm

a. Present: Nafisa Mohamed, Jessica Kirk, Yasmin Rajabi, Thomas Wood, Muhanad Ali, Justin Don

b. Absent: Sitharsana Srithas, Nadhiena Gowry-Shankar, Hana Syed

2. APPROVAL OF AGENDA

MOTION Moved: Kirk Seconded: Don

Be it resolved that the agenda for the March 21st, 2017 SCSU Policy & By-Law Committee meeting be approved as presented.

CARRIED

3. MOTION TO APPROVE HEALTH AND DENTAL POLICY AMENDMENTS

MOTION Moved: Rajabi Seconded: Mohamed

Be it resolved that the Health and Dental Policy Amendment be recommended for adoption as presented.

CARRIED

4. MOTION TO APPROVE ELECTIONS PROCEDURE CODE AMENDMENTS

MOTION Moved: Kirk Seconded: Wood

Be it resolved that the Elections Procedure Code amendments be recommended for adoption as presented.

DISCUSSION

Kirk: The ERC has put forward several changes for the elections procedure code. The first suggestion is to the section on campaigning by inserting a requirement to posters as (f) and re-letter the subsequent points. The suggested height of the posters is 8ft.

Wood: I would like to recommend two amendments; that the height be reduced to 7ft because more people can comfortably reach this height and that the policy specify that the height is from the top of the poster to the floor.

MOTION Moved: Wood Seconded: Kirk

Be it resolved that under Campaigning, f. read: The maximum height of posters is 7ft about the ground (measured from the top of the poster to the floor).

CARRIED

DISCUSSION

Kirk: The second recommendation put forward by ERC is under Campaign Expenses and Campaign Financing. The committee would like to include a new item j and k which discussed the reimbursement for high gloss and reimbursement if disqualified.

Rajabi: I am not sure whether we should include the issue on high gloss, if candidates choose to spend money on these items then it should be their own decision.

MOTION Moved: Kirk Seconded: Wood
 Be it resolved that under Campaign Expenses and Campaign Funding, j. read:
 Candidates will not be reimbursed for high gloss posters, flyers, or postcards.

FAILS

MOTION Moved: Kirk Seconded: Wood
 Be it resolved that under Campaign Expenses and Campaign Funding, k. read:
 Any candidate who is disqualified from the SCSU elections will not receive reimbursement for their campaign expenses.

CARRIED

DISCUSSION

Wood: The reimbursement breakdown was confusing for people reading the elections procedure code. I would like to put forward the amendment instead of the breakdown, a formula is provided.

MOTION Moved: Wood Seconded Kirk
 Be it resolved that the following formulas be used for reimbursement:

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

Demerit Points	Reimbursement Formula
0-5 points	100% of the allowable limit
6-35	$f_{i.e} = 87.5 - 2.5x$
Note: $f_{i.e}$ is the percent of the allowable limit to be reimbursed. x is the number of demerit points received by the candidate.	

Candidates for Director Positions:

Demerit Points	Reimbursement Formula
0-8 points	100% of the allowable limit
9-20	$f_{i.d} = 125.5 - 6.25x$
Note: $f_{i.d}$ is the percent of the allowable limit to be reimbursed. x is the number of demerit points received by the candidate.	

CARRIED

DISCUSSION

Kirk: The last suggestion put forward by ERC is under Violation of Campaign Rules. The committee felt strongly about adding the following point:

d.v. Monetary Coercion.

Ali: I would like to put forward an amendment to make this clearer. The point should include coupons, gift cards, etc.

MOTION Moved: Ali Seconded: Don

Be it resolved that point d.v under Violation of Campaign Rules read: Monetary coercion inclusion coupons, gift cards, etc.

CARRIED

MOTION Moved: Wood Seconded: Mohamed

Be it resolved that "greater than" is removed from d.vi under Violation of Campaign Rules

CARRIED

5. MOTION FOR ADJOURNMENT

MOTION Moved: Kirk Seconded: Mohamed

Be it resolved that the March 21st, 2017 Policy & By-Law Committee meeting be adjourned.

CARRIED

Meeting adjourns at 12:30pm

Scarborough Campus Students' Union Policy Manual

OPERATIONAL POLICY – Health and Dental Policy

Date: March 21, 2017 – BOD

Motion: Health and Dental Policy

Preamble

In 1998, the University of Toronto Scarborough Campus Students' Union (SCSU) Health and Dental Plan was introduced by a student referendum. The SCSU Health & Dental Plan was designed to provide full-time undergraduate students at University of Toronto Scarborough Campus with extended coverage for medical expenses not covered by provincial Medicare such as prescription drugs, dental care, vision and travel.

Eligibility

UTSC undergraduate students, who are enrolled in a minimum of 3 full courses in either the Fall or Winter session and have been assessed their sessional SCSU fees, are automatically enrolled in the SCSU Health & Dental Plan. Part time students registered with Accessibility services and students on coop work term, not enrolled in any courses in the fall or winter session may enroll into the SCSU Health and Dental Plan. Opt in/ out period dates are available on the SCSU website.

Fees

- The SCSU Board of Directors will annually pass the Health and Dental Fee.

Changes to Health and Dental Providers or Brokers

- Changes to Health and Dental Providers or addition or removal of brokers must be passed by the SCSU Board of Directors.

Opting In

The Scarborough Campus Students' Union benefits plans are supplemental coverage to basic medicare, providing coverage for medical expenses not covered by provincial medicare, such as prescription drugs and dental care. The benefits provided to full time students can be extended to as a spouse and/or dependent children, as well as co-op students on work term or part time students registered with the Accessibility Centre. To enroll in the SCSU Health and Dental coverage an opt in form is available online or at the SCSU office. The form must be completed and returned in person with the appropriate fees to the SCSU office. Opt in/ out period are available online.

Opt in completed forms must be handed in by the last day of September or the last day of January for students who opt in the winter to the SCSU offices.

Opting Out

Students who wish to opt out of the Health Plan must provide proof of comparable health and dental coverage in order to receive a refund of their fees. Please note that OHIP and UHIP are not considered comparable health and dental plan, but rather mandatory basic health plans. Every year, students must opt-out of the health and dental plan regardless of previous opt out application submissions. All fall Full Time students must submit an application in the fall opt out period in order to receive an opt out. Opt out periods are posted on the SCSU website. Applications to opt out are reviewed and successful applicants will be eligible for a refund. Students are responsible for inquiring about their application. Winter incoming students are inly eligible to opt in the winter semester. You can opt out by vising the SCSU website.

Students who do not opt out of the correct Health and Dental provider will not receive a refund.

Deadlines

All students must opt out of or enroll into the health and dental plans before the deadlines determined by the SCSU. The SCSU will publicize opt out and opt in deadlines through the SCSU website. There are no exceptions to the deadlines. Under the following conditions exceptions will be considered; medical or family emergencies, extenuating circumstances or SCSU administrative errors. Students who have cause to believe they have a valid excuse for missing deadlines must submit a letter explaining the circumstances with supporting documents to the SCSU. Decisions on late deadlines will be made on a case by case basis. Only students who have paid SCSU fees and who have not attempted to file any claims will be considered.

Confidentiality

The SCSU is not responsible to the parents/guardians of full-time undergraduate student members over the age of 18. The SCSU can assist parents/ guardians with general inquiries about benefits, costs, deadlines and claim forms, the SCSU is not obliged to answer questions about a specific students' students' claims history, opt out record, policy identification codes or student records.

Consent to provide information to parents/guardians may be granted under extenuating or health related circumstances. All requests for consent of information must be submitted to SCSU staff and will be handled on a case by case basis.

Disbursement

The SCSU will disburse Health and Dental opt out refunds only to applicants that have successfully been approved. Students will be notified once the cheque is available. If a student is unsuccessful in opting out, they will be notified to verify their information. The last day to submit information for verification will be posted on the website. The SCSU will disburse Health and Dental opt out refunds only by cheque. An opt out refund cheque will be valid for six months. If the student loses their cheque, they must wait six months for expiration of the cheque.

If requested by the student, the SCSU will reissue an opt out refund cheque post the six months. The SCSU will only reissue opt out refund cheques within a three-year period of first being issued after successfully opting out. If the cheque is not cashed within a three-year period of first being issued, the SCSU is not responsible.

Scarborough Campus Students' Union Policy Manual

OPERATIONAL POLICY – Elections Procedures Code

Date: March 21, 2017 – BOD

Motion: Elections Procedures Code

Administration of Elections

The Union shall govern all the elections of the Union. No candidate shall run for more than one position during the same election. In circumstances where there is a contradiction between the By-Laws and the Elections Procedures Code, the By-laws shall supersede the Elections Procedures Code.

Elections and Referenda Committee

The Elections and Referenda Committee will be as follows:

- A designate from the Executive Committee (Chair)
- Two Directors of the Board
- Chief Returning Officer (CRO) of the Elections

The Elections and Referenda Committee will be empowered to:

- Hire a CRO.
- Recommend election dates to the Board.
- Publicize important election dates and information.
- Oversee logistics of the elections.
- Attend the all-candidates meeting
- Study the recommendations of the CRO and ensure they are fully considered; review good practices from previous elections and be responsible for implementing any recommendations approved by the Board.
- Members of the Elections and Referenda Committee are not permitted to seek office with the Union and must remain neutral during the election process.

Roles and Responsibilities of the Chief Returning Officer (CRO)

The CRO is responsible for the overall logistical administration of SCSU elections. The CRO's responsibilities will include the following:

- The hiring and training of Deputy Returning Officers (DROs).
- The hiring and training of polling clerks.
- Obtaining a voters list from the UTSC Administration.
- Securing voting spaces on campus to set up polling stations as well as obtain tables and chairs.
- Prepare and maintain the voter registration database.
- Obtain ballot boxes, seals, and voter screens from Elections Canada.
- Organize and run the All Candidates Meeting(s).
- Approval of all campaigning material.
- Adjudicate and provide rulings on complaints filed by candidates during the electoral process.
- Prepare the CRO's report to be presented to the Board of Directors for ratification.
- Organize an elections forum during the Campaign Period.

Methodology for Hiring of the CRO

The job posting for the CRO will be publicized on the SCSU website. The job posting will include the CRO job description and the necessary qualifications. The Elections and Referenda Committee will review applications, conduct interviews and hire the most qualified candidate.

Election Periods

Spring Elections

An election shall be held in the Spring term for the election of Directors and elected Executives. The date of the nominations and election shall be approved by the Board based on the recommendation of the Elections and Referenda Committee, provided that elections must occur between February 1 and March 15 of each year. Notice of the date of the election and the nomination procedures shall be given to members by publication in a Student Publication at least fourteen (14) days prior to the start of the nomination period.

Fall Elections

An election shall be held in the Fall term for the positions of First Year Representatives and any vacancies that occur among the Board or Executives before September 1. The dates of the nominations and election shall be approved by the Board, based on the recommendation of the Elections and Referenda Committee, provided that it must occur between September 20 and October 30 of each year. Notice of the date of the election and the nomination procedures shall be given to members by publication in a Student Publication at least fourteen (14) days prior to the start of nomination period. If no member is nominated to fill a vacancy from among the members of the Constituency to which the vacancy applies the Board of Directors shall appoint a Member of the Constituency to the vacant position.

Eligibility of Candidates

All members who meet the qualifications as outlined in Bylaw II shall be eligible to run.

Withdrawals of Candidates

A candidate may withdraw from the SCSU elections so long as their withdrawal is in writing and is submitted to and accepted by the Elections and Referenda Committee seventy-two (72) hours before the voting period commences.

All-Candidates meeting

- a. All nominees, or an authorized representative of each nominee, must attend the All-Candidates Meeting in its entirety or arrange to meet with the CRO in person within twenty-four (24) hours of the meeting.
- b. For an authorized representative to be valid, they must possess a signed statement from the nominee that the representative has the authority to act on their behalf for the duration of the meeting.
- c. Any candidate who fails to attend or send an authorized representative to the All-Candidates meeting, or fails to meet with the CRO, shall be disqualified from the election.
- d. The topics at the All-Candidates meeting shall include, but not be limited to:
 - i. The elections process established in the Elections Procedures Code;
 - ii. The Election schedule;
 - iii. The duties and functions of the Election officials.

- e. Each candidate or authorized representative will sign a statement before leaving the meeting that indicates they understand the rules and regulations governing the Election.
- f. It is the responsibility of each candidate to understand all information provided at the All- Candidates meeting.

Campaigning

All candidates must abide by the following rules relating to conduct and behavior of candidates during campaigning and assume responsibility for those campaigning on behalf of candidates. Campaigners are bound by the same rules as candidates.

- a. No campaigning shall take place before the nomination period and before the start of the campaigning period.
- b. Candidates shall campaign in accordance with the rules of fair play. Breaking the rules of fair play shall include, but are not limited to: breaching generally accepted community standards, libel, slander, general sabotage of the campaigns of other candidates, malicious and/or intentional breach of elections policy, any attempt to undermine the electoral process and misrepresentation of fact.
- c. It is the responsibility of the Candidates that all campaign materials and/or advertisements conform to all policies and regulations of the Union, as well as with all municipal, provincial, federal laws, and individual campus residences.
- d. All campaign materials and/or advertisements needs approval by the CRO in advance of posting or distribution. All submissions made to the CRO shall be returned with or without approval within two (2) business days. Campaign material shall include, but are not limited to: posters, leaflets, banners, websites, new media (e.g. Facebook, Twitter, and MySpace), clothing, buttons, stickers, logos, audio & video recordings, and publications created and/or provided by a candidate or campaign volunteer. Tactics for the distribution of campaign materials are not subject to approval and are permitted.
- e. All campaign materials, where feasible, must contain the following phrase somewhere in plain sight on the material: "Please recycle after the election."
- f. Maximum height of posters is 7 feet above the ground (measured from the top of the poster to the floor).
- g. A limit on the quantity of posters shall be the following:
 - i. Executive Candidates 100
 - ii. Director Candidates 50
- h. The following shall also apply to candidate posters and relevant campaign materials:
 - i. Poster size shall not exceed 8.5"x14"
 - ii. No more than 2 banners are allowed, and are not to exceed 8'x 3'.
 - iii. No laminated posters are allowed.
 - iv. Each candidate's poster may not overlap another candidate's poster.
 - v. Each candidate may not post one of their posters within one (1) foot of another one of their own posters.
 - vi. All posters may only contain information that is relevant to the election.

- vii. All posters must be removed within 72 hours after the close of the voting period.
- viii. The only adhesive allowed for affixed campaign material shall be masking tape.
- i. Campaign materials shall not:
 - j. Overlap or be attached to a campaign material already affixed to something.
 - ii. Be posted in classrooms or seminar rooms.
 - iii. Be removed from any posted location, legally or illegally, without the authorization of the CRO or designate, except a candidate's own materials removed by that candidate or person(s) authorized by that candidate to remove such materials.
 - i. Restrictions regulating campaigning, that are unique to the following, shall be followed. It is the responsibility of the candidates to familiarize themselves with the different rules that govern each of the aforementioned entities such as:
 - i. No campaigning of any form is permitted in the Union offices, or any area that can be perceived to be under the jurisdiction of the Union unless otherwise stated by the CRO.
 - ii. Campaigning within a classroom is forbidden without the expressed permission of its presiding faculty member(s). To campaign in a classroom, a candidate must obtain consent from the professor/lecturer before the start of class.
 - iii. Campaigning is allowed within the Student Centre.
 - j. Restrictions concerning Union polling stations include:
 - i. Campaigning shall not take place within ten (10) metres of a designated polling station during the election voting days.
 - ii. Any and all campaign materials found within ten (10) metres of a designated polling station shall be removed during the election voting days.
 - iii. Designation of polling station is at the discretion of the CRO.
 - k. 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.
 - l. Cross campaigning is allowed between consenting candidates for both executive and director positions in the elections governed by this Code.
 - m. The CRO must be made aware of external volunteers campaigning on behalf of executive or director candidates, by means of an initial external volunteer list as well as updates of any additions or removals to the list within 24 hours of receiving support.
 - n. Candidates running on a team must notify the CRO in writing no later than seventy-two (72) hours after the All-Candidates meeting.
 - o. Cross campaigning is allowed between candidates being elected through other organizations and candidates in the election governed by this Code.
 - p. Campaigning during Voting Period will be permitted.

Campaign Expenses and Campaign Financing

- a. 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 candidate's original receipts for expenditures prior to the close of voting.
- b. 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.
- c. 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.
 - i. 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.
 - ii. 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.
 - iii. 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.
- d. 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.
- e. Student Clubs and Departmental Student Associations may endorse but not financially support a candidate.
- f. Campaign expenses shall not exceed \$150 for each Presidential and Vice-Presidential candidate.
- g. Campaign expenses shall not exceed \$75 for each Director candidate.
- h. Campaign expenses subjected to reimbursement are as follows:
 - i. Tape
 - ii. Banners
 - iii. Postcards
 - iv. Zip-ties
 - v. Flyers
 - vi. Domain names
 - vii. All other expenses may only be approved after having consulted with the CRO

- i. 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.
- j. Any candidate who is disqualified from the SCSU Elections will not receive reimbursement for their campaign expenses.
- k. A sample budget form shall be provided for all candidates to review.

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

Demerit Points	Reimbursement Formula
0-5 points	100% of the allowable limit
6-35	$f_{LE} = 87.5 - 2.5x$
Note: f_{LE} is the percent of the allowable limit to be reimbursed. x is the number of demerit points received by the candidate.	

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:

Demerit Points	Reimbursement Formula
0-8 points	100% of the allowable limit
9-20	$f_{LD} = 125.5 - 6.25x$
Note: f_{LD} is the percent of the allowable limit to be reimbursed. x is the number of demerit points received by the candidate.	

Violation of Campaign Rules

- a. CRO shall have the sole authority to administer the provisions of the Elections Procedures Code.
- b. The CRO reserves the right to make rulings on issues and events not otherwise covered in this code, or to add in such rulings to supplement existing sections.
- c. Allegations of violations of the Elections Procedures Code shall be submitted to the CRO in writing. Such allegations must be made within 48 hours after the incident occurred.
- d. The CRO may lay charges of violations of campaign rules at their own initiative.
- e. The CRO shall render a decision within 48 hours in writing to the candidates in questions and the complainant, unless the complaint is time sensitive, in which case the CRO shall render a decision within one business day. A complaint shall be deemed time-sensitive when the activity outlined in the complaint is ongoing. All rulings of the CRO shall be done in a fair and consistent manner.
- f. It is the responsibility of the candidate to ascertain their position with respect to decisions made by the CRO regarding alleged violations committed by the candidate. This shall be done on a regular basis by consulting the CRO, a published list, or minutes posted on the designated elections space in the Union office.
- g. Where the CRO finds there has been a violation of the Elections Procedures Code, the CRO must publish the details of the violation in a designated elections space in the Union office. Published notification of violations will only take place once all appeals have been exhausted.
- h. Regarding penalties for violations the CRO may:
 - i. Assign a demerit point penalty.
 - ii. Assign multiple penalties where the violation encompasses more than one offence.
 - iii. Declare a candidate disqualified.

Demerit points as outlined in the above section is assessed on, but not limited to, the following basis. The values listed below are a **guide** for issuing demerit points.

a. Campaign Material	
Unintentional Misrepresentation of Facts	3
Multiple violation in the same location/building	4
Unapproved material	5
Displayed in an unauthorized area.....	5
Pre campaign materials	6
Intentional misrepresentation of facts.....	10
b. Campaigning	
Unintentional Misrepresentation of Facts	3
Improper distribution of campaign materials	8
Multiple violations within ten (10) metres	8
Intentional misrepresentation of facts.....	10
Distribution of campaign material within 10 metres of a polling station.....	10
Pre-campaigning.....	10
Campaigning in an unauthorized area.....	12
c. Fair Play	
Candidates enforcing this Code.....	5

Unsanctioned use of Union resources	15
Abuse of position or status.....	15
Gross misrepresentation of facts	20
Malicious or intentional violation of this Code.....	25

- d. Violations of the following nature will result in an automatic disqualification of a candidate:
 - i. Anyone improperly declared an eligible candidate.
 - ii. Failure to attend the All-Candidates meeting.
 - iii. Any candidate spending over the maximum spending limit as set by the Elections Procedures Code or failing to submit a campaign expense report.
 - iv. Intentional misrepresentation of campaign expenditures.
 - v. Monetary coercion (including coupons, gift cards, etc.)
 - vi. A candidate accruing one-hundred (100%) per cent of their allowable demerit point limit, as follows is disqualified:
 - a. Executive Candidates35
 - b. Director Candidates20
 - vii. Solicitation of UTSC Administration to interfere in the Election Process. Solicitation of interference includes, but is not limited to, actions that encourage the UTSC Administration to apply pressure on the CRO or Elections Officials to make or change specific decisions, interference in the voting or ballot counting process, withholding vital election document such as voters' list and ballot boxes, and withholding SCSU funds.
- e. In the event a winning candidate in any election is disqualified, the runner-up will take the place of the disqualified winner.

Polling Stations

- a. Campaigning is strictly prohibited within the polling station vicinity of at least 10 metres.
- b. Polling clerks will be trained to assist students in the voting process.
- c. Polling clerks will be responsible for checking each polling station after a voter leaves the station to ensure that any campaign material left behind by a voter is removed.
- d. Each polling station will be equipped with written instructions on how to vote and how to bring forward concerns regarding inconsistencies in the voting procedures.
- e. Where possible it will be regular practice to obtain ballot boxes, seals and voter shields from Elections Canada.
- f. Scrutineers will be given the opportunity to examine the construction of the ballot box at the opening of the polling station and the closure of the ballot boxes at the closing of the polling station. Failure to send a scrutineer will not invalidate the opening and closing of the polling stations.

Voting Process

- a. The method for voting in the Election Process shall be through a paper ballot voting process; valid identification from members is required for voting.
- b. Each ballot will be numbered.

- c. The names of candidates for each Executive and Director candidate will appear alphabetically.
- d. The Team names where applicable will appear under each candidate's name.
- e. All sealed and empty ballot boxes shall be stored in a location to which no other individual student, administrator or Elections and Referenda Committee official other than the CRO would have access to. Locations may include but not be limited to the Ombudspersons Office or campus security. The ballots will be removed by the CRO when the vote is to be counted.
- f. If the University Administration fails to provide the Elections and Referenda Committee with an up-to-date voters list to verify the identity of a voter, a double envelope system will be used.
- g. Those with accessibility needs shall be instructed to contact the CRO who will ensure the appropriate voting accommodations are made.
- h. Ballots for each election year shall have a different design.

Ballot Counting Process

- a. The ballot counting process will commence no later than 24 hours after the polls officially close.
- b. An independent candidate non-affiliated with a team may select one scrutineer.
- c. Each team will be permitted one scrutineer per counting table.
- d. The results of the ballot counting process will be announced within 24-48 hours.
- e. Failure to send a scrutineer(s) will not invalidate the ballot counting process.

Election of Candidates

- a. In the event that the candidates nominated for a Director or Executive position are contested, the winner(s) shall be elected by a plurality of the votes cast.
- b. In the event that the candidate nominated for an Executive position is uncontested, the winner(s) shall be elected by a plurality of the votes cast.
- c. In the event that the candidate nominated for any Director position is uncontested, the candidate shall be declared as winner by acclamation.

Equality of Votes

In the event of a tie, the winner(s) will be decided in a run-off elections held no earlier than fourteen (14) days after the closing of the voting period.

Elections Appeals Committee

- a. The Elections Appeals Committee will hear appeals made by candidates regarding the decisions of the Elections and Referenda Committee. The Appeals Committee may not hear appeals of the CRO rulings not yet ruled by the Elections and Referenda Committee. All appeals of Elections and Referenda Committee decisions shall be made to the Chair of the Elections and Referenda Committee within forty-eight (48) hours of said Elections and Referenda Committee decisions.
- b. The Elections Appeals Committee will be as follows:
 - One (1) non-Officer Director of the SCSU Board of Directors
 - One (1) Member not elected to the Union or hired by the Union.
 - One (1) staff or executive member of a students' union in the Greater Toronto Area.

- The Chair of the Elections and Referenda Committee serves as a non-voting member (Chair).
- c. The Elections Appeals Committee will convene a meeting within 72 hours of a receipt of an appeal. At said meeting the appellant will have the opportunity to address the committee; the committee may at its discretion invite other individuals to the meeting.
- d. Following the meeting, the Elections Appeals Committee shall render a decision within 24 hours.
- e. There will be an automatic meeting of the Elections Appeals Committee if a candidate is disqualified.
- f. Once the Elections Appeals Committee makes a decision, it will be final and not open to be appealed again; the Elections Appeals Committee will ensure detailed reasons are given when decisions are made

Methodology for Appointing the Elections Appeals Committee

- a. The request for applications for the Elections Appeals Committee will be publicized on the SCSU website.
- b. The request will include the Elections Appeals Committee duties and the necessary qualifications.
- c. The Elections and Referenda Committee will review applications and recommend the top three candidates—where possible—to the Board of Directors
- d. The Board shall select the successful candidate by secret ballot.

Appeals of Election Results

- a. Any candidate may challenge the validity of their election result in a written submission containing their reasons to the Elections Appeals Committee no later than 72 hours after the close of the voting period.
- b. The Elections Appeals Committee shall investigate any appeal and make a recommendation to the Board on the appropriate action.
- c. The Board, at its discretion, may refuse to ratify any singular Director or Executive office election, upon the recommendation of the Elections Appeals Committee. The Board may not amend rulings of the CRO or Elections Appeals Committee.

Recounting Ballots

If there is a difference of five (5%) per cent or less between candidates an automatic recount shall take place. The CRO at her/his discretion reserves the right to call a recount.

Ratification

Candidates shall not be deemed elected until they have:

- a. Been ratified by the Union's Board at the subsequent meeting following the election results with the condition that there is no outstanding appeal involving the candidate.
- b. Attained the age of majority of eighteen (18) years of age.
- c. Upon ratification by the Board all ballots will be destroyed.

MINUTES – SCSU Commission

Scarborough Campus Students' Union | Local 99, Canadian Federation of Students
Wednesday, March 22, 2017 | 5:00pm | UTSC Student Centre, SL – 222

Present: Christa Croos, Trina James, Jessica Kirk, Sitharsana Srithas, Miguel Waltoo, Nafisa Mohamed, Nana Frimpong, Kubra Zakir, Sarah Mohamed

1. Approval of the agenda
Meeting to order: 5:14

Moved by: Waltoo Seconded: Wood

CARRIED

2. Motion for Standing Rock

Croos wants to bring the conversation about Standing Rock to Scarborough. A friend of hers went down to the Standing Rock camp to see what kind of support we can provide. The Indigenous activist mentioned that legal support is something they need. Christa also notes that there is a similar struggle happening on the Canadian border with Kinder Morgan, so she is also hoping we can sustain funding for them as well, because there is less media attention around that parallel cause.

Srithas talks about the donation line that is allocated in the SCSU budget. We have exhausted most the funds, so the \$200 that is leftover may need to be split between both donation requests that were brought to the meeting.

Wood asks if they have thought through any are other avenues of raising money?

Croos mentions the “Real Talks” event that she organized with the Racialized Student Collective. She hoped to sell buttons there and ask for donations, but there wasn't too much of a large turnout.

Wood mentions the IRDS initiative as an avenue of accessing support or donations; the theme this year was support to be Celebrating and Complicating 150, to give researchers space to talk about the calls to action put forth by the Truth and Reconciliation Commission. Even though only a few submissions had to do with Indigeneity, that it's still a space she may be able to use to raise more money.

Kirk mentions that the extra gift-card SCSU also has set aside. It can either be used for a raffle or we can directly donate it to Kinder Morgan.

Mohamed mentions that her class will be talking about environmental racism tomorrow, and encourages someone to come do a class talk and ask for donations.

Kirk volunteers to do the class talk.

Waltoo suggests a social media blast on a day that we dedicate to accepting donations.

Kirk suggests that Christa coordinate with the Racialized Student Collective Coordinator to solidify their openness to volunteering support on a day of outreach.

Be it resolved that SCSU commit to donating \$100 toward legal funds supporting environmental justice effort and student-led environmental justice work on campus.

Moved by: Waltoo Seconded: Wood

CARRIED

3. Motion to support a community food bank

Srithas gives context toward Canadian South Asian Growth and Support Services and their efforts. It is a member agency of Daily Bread Food Bank. Mornel Food Bank gained charity status on November 25th, 2016, and they are looking to gain financial support to sustain their operations. Sitharsana says it's important for us to support local initiatives, and reminds us that food security is a major concern. Although we don't have enough to provide them with the amount they have requested, the best we can do is give them all that is left from the donations budget.

Be it resolved that SCSU commit to donating \$100 toward Canadian South Asian Growth and Support Services' Mornel Food Bank, in effort to support local operations.

Moved by: Srithas Seconded: Mohamed

CARRIED

4. Other businesses

Mental Health Support Program

(S) Mohamed wants to develop a student-led support system. There are mental health concerns faced by students, but sometimes students aren't comfortable accessing support services like the Health & Wellness Centre. Talking to your friends sometimes isn't enough, because people don't have the tools to support people in the most meaningful way. Mohamed wants to start a buddy program to support students, run by students. These students should be trained in active listening, and confidentiality agreements could be drafted as well. It could be under Racialized Student Collective, or through SCSU.

Kirk mentions that the Commission exists as a space for students to strike up conversations for initiatives they'd like to start, and is glad to see that Sarah has utilized this avenue of support. If the student is hoping this program can start up in Fall 2017, she suggests connecting with SCSU over the summer to develop this program.

(S)Mohamed mentions that she would be open to connecting to Health & Wellness to develop the program. Particularly, making sure to use them as a service to train volunteers in Active Listening.

(N)Mohamed likes the idea, but is wondering how this program could distinguish itself from programs that already exist.

Waltoo says it sounds like it will be a one-on-one space, but wonders about room booking constraints.

(S)Mohamed recognizes the planning process has a long way to go, but is willing to put in the work.

Strithas thinks it's a great idea, especially since the wait time at health and wellness doesn't offer the greatest support – long wait times, etc. She reinforces the importance of mapping out the 'nitty gritty' of the project over the summer.

(N)Mohamed also suggests that the people who are recruited to support students should range from a diversity of perspectives, and not just from a circle of friends.

(S)Mohamed talks about the questionnaire her and her friends have developed to scout volunteers, to ensure that people involving themselves with the work is genuine. If the interests don't align, the screening process will serve an important purpose in choosing the right people for the job.

Croos mentions that boundaries are also important to keep in mind. Ironing out the roll of the support-person is vital.

(S)Mohamed will ensure that people aren't sitting down with the same person each time they access support. They wanted to start workshops so students can do exercises to learn about building emotional capacity. People will learn how to become the best versions of themselves.

Waltoo suggests flexibility, follow-up with support-buddies might be important. Potentially building friendships! Instead of having a designated space, the person should be able to choose where to meet.

Kirk suggests that initiatives be organized rather than one-on-one program; she worries about the wellbeing of the volunteers, because the undertaking seems like a lot of emotional labour.

Croos suggests a call-in model, rather than sitting down with people face-to-face

(S)Mohamed had an idea that people could send their questions in, and the group anonymizing the questions and respond to them on a social media platform

Be it resolved that SCSU commits to working with Sarah to investigate the potential for student-led support programs, initiatives, or campaigns that address self-care and mental wellness.

Moved by: Wood Seconded: Srithas

CARRIED

5. Motion for adjournment

Moved by: (N)Mohamed Seconded: Waltoo

CARRIED

Adjourned at 6:20pm