

UNIVERSITY OF TORONTO STUDENTS' UNION

BOARD OF DIRECTORS PACKAGE

APRIL 28, 2015

UNIVERSITY OF TORONTO STUDENTS' UNION

NCA CREDO FOR ETHICAL COMMUNICATION

Approved by the NCA Legislative Council in 1999

Questions of right and wrong arise whenever people communicate. Ethical communication is fundamental to responsible thinking, decision making, and the development of relationships and communities within and across contexts, cultures, channels, and media. Moreover, ethical communication enhances human worth and dignity by fostering truthfulness, fairness, responsibility, personal integrity, and respect for self and others. We believe that unethical communication threatens the quality of all communication and consequently the well-being of individuals and the society in which we live. Therefore we, the members of the National Communication Association, endorse and are committed to practicing the following principles of ethical communication:

- We advocate truthfulness, accuracy, honesty, and reason as essential to the integrity of communication.
- We endorse freedom of expression, diversity of perspective, and tolerance of dissent to achieve the informed and responsible decision making fundamental to a civil society.
- We strive to understand and respect other communicators before evaluating and responding to their messages.
- We promote access to communication resources and opportunities as necessary to fulfill human potential and contribute to the well-being of families, communities, and society.
- We promote communication climates of caring and mutual understanding that respect the unique needs and characteristics of individual communicators.
- We condemn communication that degrades individuals and humanity through distortion, intimidation, coercion, and violence, and through the expression of intolerance and hatred.
- We are committed to the courageous expression of personal convictions in pursuit of fairness and justice.
- We advocate sharing information, opinions, and feelings when facing significant choices while also respecting privacy and confidentiality.
- We accept responsibility for the short- and long-term consequences for our own communication and expect the same of others.

This portion of www.natcom.org is managed by Jennifer Peltak. If you have suggestions or additions, please contact her directly. NCA: 1765 N Street, NW, Washington, D.C. 20036; 202- 464-4622; 202-464-4600 (fax)

Source: <http://www.natcom.org/policies/External/EthicalComm.htm> (1/19/2005 8:24:42 PM)

RULES OF ORDER AT A GLANCE

UNIVERSITY OF TORONTO STUDENTS' UNION

TO DO THIS:	YOU SAY THIS:	MAY YOU INTERRUPT THE SPEAKER?	MUST YOU BE SECONDED?	IS THIS 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, if urgent	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 the agenda be amended in order to deal with the following item...	No	Yes	No	No	2/3 majority
Overturn the ruling of the chair	I challenge the 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 tabled 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
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	Yes	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	No vote required, chair rules
Recess the meeting	I move that the meeting recess until...	No	Yes	Only to time	No	Majority
End the meeting	I move that the meeting adjourn	No	Yes	No	No	Majority

**BOARD OF DIRECTORS
UNIVERSITY OF TORONTO STUDENTS' UNION
2015 - 2016**

Last Name	First Name	Constituency or Position
□ Altaf	Maheen	University of Toronto Mississauga
□ Afonso	Jessica	St. Michael's College
□ Agbeyegbe	Ebi	UTMSU Representative
□ Ahsan	Auni	Victoria College
□ Barberousse	Nia-Imara	Professional Faculty At-Large
□ Bist	Zachary	New College
□ Calafuto	Joshua	Faculty of Engineering
□ Calcada	Emerson	University of Toronto Mississauga
□ Celestial	Matt	Woodsworth College
□ Chisti	Sana	University of Toronto Mississauga
□ Coleman	Ben	President
□ Denike	Jasmine	Vice-President External
□ Fiel	Carlos	Professional Faculty At-Large
□ Ghafoori	Nasrin	Ontario Institute for Studies in Education
□ Gibson	Nathan	Woodsworth College
□ Gomes	Ryan	Vice-President Internal & Services
□ Grant	Nick	Arts & Science At-Large
□ Harovska	Anastasia	Transitional Year Programme
□ Hume	Ryan	University College
□ Jackson	Rebecca	Faculty of Medicine
□ Kaur	Priya	St. Michael's College
□ Khan	Sania	Vice-President Equity
□ Khan	Vere-Marie	Vice-President University Affairs
□ Lo	Jason	Faculty of Pharmacy
□ Manalo	Ernest Ralph	Faculty of Kinesiology & Physical Education
□ Mateo	Angelo Gio	Trinity College
□ Memmel	Mathias	Faculty of Music
□ Menghi	Adriana	Faculty of Architecture, Landscape & Design
□ Mohamoud	Falhad	University of Toronto Mississauga
□ Noori	Farah	University of Toronto Mississauga
□ Omari	Abdullah	University of Toronto Mississauga
□ Pascoe	Caitlin	Faculty of Nursing
□ Sardella	Danielle	St. Michael's College
□ Saxena	Saarthak	Faculty of Engineering
□ Sayani-Mulji	Riaz	Faculty of Law
□ Sing	Daman	University College
□ Stewart	Cailyn	Woodsworth College
□ Sundara	John Deepak	Toronto School of Theology
□ Thompson	Nicole	Innis College
□ Warner	Steve	Victoria College
□ Xu	Emily	Faculty of Engineering
□ Yussuf	Hashim	University of Toronto Mississauga
□ Zhang	Peter	New College
□ Zhuk	Khrystyna	Arts & Science At-Large
□ Zimmer	Ilan	Faculty of Dentistry
□ Zuo	Danni	New College

AGENDA

Meeting 1 of the Board of Directors of the University of Toronto Students' Union
Tuesday, April 28, 2015 | 18:00 | Multi-Faith Centre

1. CALL TO ORDER

2. APPROVAL OF THE CHAIR

MOTION MOVED: GOMES SECONDED:

Be it resolved that _____ be approved as the Chair of the 2015 May Board of Directors meeting.

3. APPROVAL OF AGENDA

MOTION MOVED: GOMES SECONDED:

Be it resolved that the agenda for the April 28, 2015 UTSU Board of Directors Meeting be approved as presented.

4. INTRODUCTION AND OPENING REMARKS

- A. Remarks from the Chair
- B. Remarks from the Executive

5. VICE PRESIDENT CAMPUS-LIFE SELECTION

MOTION MOVED: GOMES SECONDED:

Be it resolved that UTSU Board of Directors appoint _____ as the Vice-President Campus-Life for the 2015-2016 UTSU term.

- A. Presentations from Candidates
- B. Board of Directors Discussion
- C. Secret Ballot Vote
- D. Announcement of Result

6. APPROVAL OF THE PRELIMINARY BUDGET

MOTION MOVED: GOMES SECONDED:

AGENDA

Meeting 1 of the Board of Directors of the University of Toronto Students' Union
Tuesday, April 28, 2015 | 18:00 | Multi-Faith Centre

Be it resolved that UTSU Board of Directors approve the 2015-2016 Preliminary Budget as presented.

7. RATIFICATION OF THE 2015-2016 SIGNING AUTHORITIES

MOTION MOVED: GOMES SECONDED:

Be it resolved that UTSU Board of Directors ratify the following changes to signing authorities on the UTSU's banking accounts:

- A. Yolen Bollo-Kamara, 2014-2015 President (remove)
- B. Ben Coleman, 2015-2016 President (add)
- C. Cameron Wathey, 2014-2015 Vice-President Internal & Services (remove)
- D. Ryan Gomes, 2015-2016 Vice-President Internal & Services (add)
- E. Sandra Hudson, Executive Director (remain)

8. EXECUTIVE UPDATES

- A. President
- B. Vice-President Internal & Services
- C. Vice-President University Affairs
- D. Vice-President External
- E. Vice-President Equity

9. DISCUSSION OF BOARD OF DIRECTOR'S RETREAT

10. DISCUSSION OF INFORMAL WORKING GROUPS

11. NEXT BOARD OF DIRECTORS' MEETING

12. OTHER BUSINESS

13. ADJOURNMENT

MOTION MOVED: GOMES SECONDED:

Be it resolved that the meeting be adjourned.

PRELIMINARY BUDGET

BOARD OF DIRECTORS

APRIL 28, 2015

UNIVERSITY OF TORONTO STUDENTS' UNION

University of Toronto Students' Union 2015-2016 Operating Budget

Revenue	2014-2015 Revised Budget	2015-2016 Preliminary Budget	2015-2016 Operating Budget	2015-2016 Revised Budget
Student Levied Membership Fees	1,350,000	1,350,000		
Sundry Income	26,000	15,000		
Administrative Income	315,000	315,000		
Member Services Revenue	900,000	900,000		
	<u>2,591,000</u>	<u>2,580,000</u>	-	-
 Expenses				
Audit & Accounting Fees	15,255	22,000		
Communications (1)	30,567	36,000		
Book Bursary	3,068	3,000		
Executive Members' Stipends (2)	173,400	184,200		
Orientation Weeks' Expenses (3)	29,871	51,000		
Org. Governance & Meetings (4)	41,226	46,000		
Campaigns and Equity (5)	105,000	59,000		
Equipment, Printing and Supplies (6)	42,000	40,000		
Members' Health & Dental Plan (7)	133,000	136,500		
Legal Fees	97,000	60,000		
Repairs and Maintenance	7,500	7,500		
Insurance	34,000	34,000		
Telephone	4,500	4,500		
Sundry	5,000	5,000		
Salaries and Wages	160,000	160,000		
Member Services (8)	1,055,260	1,149,500		
Clubs Funding (9)	263,729	269,000		
Postage	2,500	2,500		
Elections and Referenda (10)	73,000	73,000		
Capital Expenditure Reserve	-	12,000		
Professional Development	5,000	5,000		
Benefits	40,000	40,000		
RSP Exp	30,000	30,000		
CPP Exp	40,000	40,000		
EI Exp	21,000	21,000		
EHT	13,000	13,000		
WSIB	3,500	3,500		
Bank Charges	6,000	6,000		
Associate Honouraria	40,000	30,000		
Accomodations Fund	5,000	5,000		
Contingency Reserve	25,000	25,000		
Total	<u>2,504,376</u>	<u>2,573,200</u>	-	-
 Total Revenue	 2,591,000	 2,580,000	 -	 -
 Total Expenses	 2,504,376	 2,573,200	 -	 -
 Surplus/(Deficit)	 <u>86,624</u>	 <u>6,800</u>	 -	 -

	2014-2015 Proposed Revised Budget	2014-2015 Preliminary Budget	2014-2015 Operating Budget	2014-2015 Revised Budget
Schedule 1 - Communications				
Website	500	1,000		
List-Serve Email Communications	1,000	1,000		
Membership Mailout	13,067	18,000		
Promotions	16,000	16,000		
Total	30,567	36,000	-	-

Schedule 2 - Executive Member Stipends

President	28,900	30,700		
Vice President External	28,900	30,700		
Vice President Equity	28,900	30,700		
Vice President Internal & Services	28,900	30,700		
Vice President Campus Life	28,900	30,700		
Vice President University Affairs	28,900	30,700		
Total	173,400	184,200	-	-

Schedule 3 - Orientation Weeks' Expenses

Orientation Sponsorship Revenue	(128,555)	(90,000)		
Orientation Levy	(37,753)	(41,000)		
Clubs Fair Revenue	(35,317)	(28,000)		
Orientation & Week of Welcome Week	231,496	210,000		
Total	29,871	51,000	-	-

Schedule 4 - Org. Governance & Meetings

UTSU Board of Director Meetings	10,000	11,000		
General Meetings	7,384	7,000		
Conferences & Other Meetings	15,000	18,000		
Board Retreat	8,842	10,000		
Total	41,226	46,000	-	-

Schedule 5 - Campaigns and Equity

Academic & Student Rights Commission	4,500	5,500		
Campus Life Commission	35,000	25,000		
Community Action Commission	3,500	8,500		
Social Justice & Equity Commission	10,000	10,000		
Sustainability Commission	4,000	5,000		
Executive Committee	5,000	5,000		
Policy & Student Rights Coordinator	35,000	-		
Total	97,000	59,000	-	-

Schedule 6 - Equipment, Printing and Supplies

Equipment and Supplies	19,000	20,000		
Photocopier (Lease and Printing)	23,000	20,000		
Total	42,000	40,000	-	-

	2014-2015 Proposed Revised Budget	2014-2015 Preliminary Budget	2014-2015 Operating Budget	2014-2015 Revised Budget
Schedule 7 - Members' Health & Dental Plan				
Advertising	5,000	8,000		
Supplies	2,000	2,500		
Opt-Outs	10,000	10,000		
Bank Charges & Interest	7,000	7,000		
Health & Dental Plan Staff	109,000	109,000		
Total	133,000	136,500		

Schedule 8 - Member Services				
TTC Metropasses	700,000	700,000		
TTC Tokens	45,000	45,000		
Cineplex Tickets	23,615	85,000		
Wonderland Tickets	28,000	50,000		
Ripley's' Aquarium	25,000	22,000		
Copy/Print Service	4,000	4,000		
Good Food Box	6,000	6,000		
Miscellaneous Merchandise	3,150	4,000		
Tax Clinic	1,000	1,000		
Advertising & Promotions	3,000	4,000		
Members Handbook and Planner	30,495	36,500		
Blue Crew	-	5,000		
Food Bank	14,000	15,000		
Member Services Staff	172,000	172,000		
Total	1,055,260	1,149,500		

Schedule 9 - Clubs Funding				
Long Term Funding	153,000	162,000		
Start Up Funding	12,000	-		
Short Term Funding	10,000	10,000		
Summer Funding	2,280	3,000		
Academic Endeavour Grants	3,000	3,000		
Clubs Directory	12,089	12,000		
Unity Ball	2,360	10,000		
Clubs Printing	4,000	4,000		
Clubs and Events Staff	65,000	65,000		
Total	263,729	269,000		

Schedule 10 - Elections & Referenda				
Operations	55,000	55,000		
Candidate Reimbursements	18,000	18,000		
Total	73,000.00	73,000		