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**Minutes– Board of Directors**

**4th Meeting of 2020-2021  
Monday, August 24th, 2020 | 12:00 PM EST**

**Video Conference held via Zoom**

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**ATTENDANCE**

**Present**

Executive Committee

Muntaka Ahmed, President  
Dermot O’Halloran, VP Operations  
Tyler Riches, VP Public & University Affairs  
Alexandra McLean, VP Equity  
Neeharika Hemrajani, VP Student Life  
Paul Kaita, VP Professional Faculties

Division I Directors (Colleges, Academic Divisions,  
and Transitional Year Programme)

Kayleigh McCormick, New College  
Karel Peters, New College  
Matthew Ho, St. Michael’s College  
Fiona Reuter, Trinity College  
Pranay Prem, University College  
Jeannie Yoo, University College  
Radhika Dhawan, Victoria College  
Ava Harrington, Victoria College  
Sierra Bevacqua, Woodsworth College  
Miloni Mehta, Woodsworth College  
Katherine Jung, Life Sciences

Division II Directors (Professional Faculties)

Tiffany Tiu, Kinesiology & Physical Education  
Catherine Wang, Music  
Vanshika Dhawan, Law  
Andrew Chen, Applied Science & Engineering

Visitors and Other Non-Voting

Suzanne Belleau, General Manager, UTSU  
Margaret de Leon, Chief Operations Assistant,  
UTSU  
Vibhuti Kacholia, Chief Executive Assistant, UTSU  
Emmanuel Sackeyfio, EA Operations, UTSU  
Joshua Bienstock, EA Research & Administration,  
UTSU  
Maria Lin, EA Student Life, UTSU  
Winston Chan, EA Research & Administration,  
UTSU  
Krisha Mansukhani, EA Research &  
Administration, UTSU

**Absent**

Shaon Parial, Pharmacy  
Rose Mohammad, Professional Faculties at-large  
José Power, Architecture & Visual Studies  
Sheryl Ordonez, Woodsworth College  
Basmah Ramadan, University College  
Jonathan Hsu, St. Michael’s College  
Zoe Chen, St. Michael’s College  
Ramtin Taramsari, New College

**Regrets**

Alex Erickson, Social Sciences



## MINUTES

### Open Session

#### 1. Call to Order

*This meeting is called to order at 12:23 PM.*

#### 2. Approval of Agenda

RESOLUTION

MOVED: AHMED

SECONDED: O'HALLORAN

**BE IT RESOLVED THAT the agenda be approved as presented.**

DISCUSSION

##### 2.1 Motion to Amend

RESOLUTION

MOVED: DHAWAN

SECONDED: PETERS

**BE IT RESOLVED THAT a new resolution be added after item 7 titled: Equity, Diversity, & Inclusion Review Body Report; and**

**BE IT FURTHER RESOLVED THAT the subsequent items be renumbered accordingly.**

DISCUSSION

Dhawan stated that once the Board had a chance to review and discuss the report of the Equity, Diversity & Inclusion Body in item #6 it would be good to approve the report formally and refer it's content to the Governance Committee.

CARRIED

CARRIED

#### 3. Ratification of Speaker

RESOLUTION

MOVED: AHMED

SECONDED: O'HALLORAN

**BE IT RESOLVED THAT \_\_\_\_\_ be appointed as Speaker for the duration of the meeting.**

##### 3.1 Motion to Amend

RESOLUTION

MOVED: AHMED

SECONDED: O'HALLORAN



**BE IT RESOLVED THAT *Billy Graydon* be appointed as Speaker for the duration of the meeting.**

**DISCUSSION**

Ahmed stated that Graydon has acted as speaker for the Board throughout the entirety of the summer and has a great deal of experience acting as speaker.

**CARRIED**

CARRIED

#### **4. Consent Agenda**

**RESOLUTION**

MOVED: AHMED

SECONDED: McLEAN

**BE IT RESOLVED THAT the following be approved as presented in the appendices:**

**1. Meeting of the Board of Directors**

3rd Meeting of the 2020-2021 Board of Directors, 27 July 2020

**2. Meetings of Committees**

Finance Committee, 26 July 2020 (3rd Meeting)

Governance Committee, 6 August 2020 (1st Meeting)

Campaigns & Outreach Committee, 11 August 2020 (2nd Meeting)

Student Aid Committee, 11 August 2020 (2nd Meeting)

Equity and Accessibility Committee, 17 August 2020 (2nd Meeting)

Executive Committee, 18 August 2020 (4th Meeting)

Governance Committee, 19 August 2020 (2nd Meeting)

**3. Executive Reports**

August 2020 Report of the President

August 2020 Report of the Vice-President, Operations

August 2020 Report of the Vice-President, Public & University Affairs

August 2020 Report of the Vice-President, Equity

August 2020 Report of the Vice-President, Student Life

August 2020 Report of the Vice-President, Professional Faculties

**DISCUSSION**

O'Halloran externalized item 6 of the 2nd Governance Committee meeting on 19 August 2020.

Riches stated that they wanted to speak about his executive report. They highlighted the points around student aid and tuition as well as the Canadian Federation of Students (CFS). On July 31st, the Executive Committee issued a statement that called on the university to reduce tuition fees for classes that are operating remotely as well as removing the average 5.3% increase in international student tuition. The statement called for further investments to be made for financial aid and student supports across camps. They noted that the UTSU received a response from the Office of the President stating that they had received the statement and would review its calls to action. The Executive Committee had a meeting with the Office of the Vice-Provost of



Students and they had the opportunity to raise the statements as well as a variety of concerns for the coming school year. They were told that the administration had heard many of the concerns however, they currently have no plans to make changes to tuition in the upcoming semester. They shared a series of resources which the UTSU will strive to share with students who reach out for support. Riches added that certain ancillary fees have been reduced, for example the KPE fee has been reduced by 30%, Hart House fee has been reduced by 20% and Student Life fee by 10%. They noted that depending on the fall semester the ancillary fees will be reassessed. They stated that they wanted to highlight the Ontario General meeting of the Canadian Federation of Students that will be occurring soon. The UTSU is a member local of the CFS and has had a rocky relationship with the organization. This tension is due to the UTSU raising a number of motions in an attempt to make the CFS more democratic. The UTSU will be moving five different motions to improve the CFS which are focused on reforming the governance structures of the organization to increase accessibility during COVID-19 through options such as online voting and petition signing. They noted that the conference will be attended by themselves, Hemrajani, Ahmed and Reuter. Following the meeting they will be creating a report detailing the motions that they are submitting to be discussed at the next meeting of the Board.

Reuter asked Riches about their work with the Microtransaction Access Program and whether the UTSU planned to advocate for the removal and reduction of these programs in the advent of COVID-19.

Riches stated that they have been working with the Programs Manager at the UTSU to set up the program and receive the codes required to administer the program. They noted that in terms of advocacy the UTSU has faced some challenges because many professors have already organized their courses around the use of these microtransaction programs. They added that in the coming months they hope to have an ongoing conversation with administration on reducing the use of microtransaction programs.

Reuter asked O'Halloran about the integration of the shared drive for the Board of Directors that was spoken about at the last meeting of the Board.

O'Halloran stated that the UTSU is planning to move to a drive based system rather than the current folder system. This system would allow a more secure method of sharing documents. He noted that the drives would have a single source of administration and the permissions on the drives would be universal. This has made the transition to the drive system difficult. The majority of the Internal staff of the UTSU have already moved to using the drive system, however, files cannot be shared outside the organization which is a problem for the Executive Team and Board. He stated that these problems have caused the move to be stalled and the Executive Team has been working out of the folder system, which will likely continue for another one to two months. He added that the Executives and EA team may have to work through both the folder and drive system simultaneously.

McLean stated that she wanted to expand on her executive report and on the documents that she brought to the most recent Equity and Accessibility Committee meeting. She stated that she brought up the Campus Police Report, the Equity and Inclusion Guide, Equity 101 and the Equity



Initiatives Fund. The Campus Police report is now a 14 page draft that will be provided to the Equity and Accessibility Committee for comments and suggestions. She noted that she wants to ensure that the committee receives the document soon so they have enough time to provide comments and suggestions before the report is brought to the Board of Directors and potentially published. This follows similarly for the Equity and Inclusion Guide and Equity 101. These documents will be brought to the Board in September after the Equity and Accessibility Committee has been able to have more in-depth conversations on them. She added that if anyone had any questions about the documents or the committee meeting they can reach out to her.

Prem thanked the Executive Committee for the work that they have done over the past few weeks in addressing the issues that International students are facing. He stated that within Ahmed's report there was mention about how the university planned to invest in learning infrastructure and academic support for students. He noted that the fall semester is very soon and the section of the report is vague about the methods that the university will be investing in student support. He asked how the UTSU will be holding the university accountable for their investments.

Ahmed stated that because she is not an international student and as such she doesn't have to deal with many of the struggles that international students face. She stated that the issues that Prem raised are on the university administration's radar however, there are things that the university needs to further clarify for students. She noted that she agrees with Prem that there needs to be more information on what the university plans to provide for international students, such as support for different time zones, internet regulations and the implementation of online learning infrastructure. She added that these are points that she hopes that the Executive can follow up on during their next meeting with administration. The next meeting they have with administration will be once the semester has started which will allow the Executive to speak with the university administration with more academic context about what is needed to support students. She asked Riches, Hemrajani and McLean to elaborate on the work they have done to advocate for international students.

Riches stated that they wanted to elaborate on the discussion that the Executives had with the Office of the Vice-Provost of Student Life. The investments that the university has made in learning infrastructure and virtual project management support was stated one of the reasons why tuition hasn't been decreased. They noted that over the past few weeks there have been major changes made to the semester that affect students which haven't been properly communicated by the administration. These changes are exacerbated for international students as they have to deal with additional problems such as trying to enter the country. The UTSU has been doing their best to make sure that they share info that international students may need for their success at school this year and to ensure that accessibility gaps are being filled.

McLean elaborated on the accessibility aspect of the work that the UTSU has done for international students. She stated that she worked with Riches on the online learning survey to ensure that there were questions regarding accessibility and things that act as barriers for students learning. She stated that in her report she spoke on the barriers to accessibility services,



these barriers are relevant to international students as there are a series of requirements that may not be available in some countries. She noted that there are significant financial barriers to accessing these requirements even if they are available in a country. She stated that she has been doing research on these barriers and helping students register with accessibility services. She added that she has continued to work with Riches around the accessibility aspects of online learning advocacy.

Riches stated that they wanted to give an update on the online learning survey. The launch of the survey was initially delayed by a week because the team working on the survey wanted to ensure the right questions were being asked. They noted that because the survey was released later than expected it will likely remain open longer. They added that even if the survey was released on its original schedule of three weeks prior to the beginning of classes instructors would be unable to incorporate the feedback into their courses, as courses are planned months in advance of the semester. The feedback from the survey will hopefully be incorporated through the coming semester. They stated that they want to ensure that the survey gets as many responses as possible so that a comprehensive report can be submitted to the university administration and students as soon as possible. They asked members of the Board to fill out the survey and share it with their friends.

Jung asked Hemrajani about the delays to clubs' recognition. She stated that the clubs portal is down and there have been clubs that have applied for recognition and haven't received a response in a number of weeks. She noted that clubs are also having a difficult time reaching out to Executives because the mailing lists haven't been updated which has resulted in clubs missing announcement for club based activities. She asked if Hemrajani had plans for speeding up the process.

Hemrajani thanked Jung for the question and stated that she should have spoken about club recognition more in her report. She stated that since the internal UTSU clubs portal is down, herself and O'Halloran have been working on a new way to gather information for clubs recognition. The problems with the portal are the main reasons for the delays to club recognition. Clubs have been sending applications through email which has been slowing down the process because they need to work with the full time staff to review and organize the applications. Additionally, without the portal the UTSU does not have the ability to send automatic updates to clubs about the progress of their applications, meaning there are clubs that have had their applications approved without knowing it. She noted that there have been clubs that have sent their applications through email which significantly increases the processing time because she needs to manually review and file their applications. These processes were done automatically through the portal. The other slow down is that the ULife portal is down due to COVID-19. She added that because ULife is down certain clubs cannot successfully go through the recognition process because they cannot get ULife recognition. She stated that herself, O'Halloran and Ahmed have been working on a solution for the problem. She stated that once orientation is done she will be able to focus on increasing the speed of the recognition process. She asked O'Halloran to speak on the club's portal and the changes that they are trying to make by moving the portal into a formstack.



O'Halloran stated that he has been working on the problems with the UTSU student services website over the past few weeks. The student services website was developed in python on an individual server a number of years ago, however, the UTSU has no record of where the server is and cannot make direct edits to the code. Over the past few years the glitches have been introduced into the code and the website is now unreliable. There have also been issues around the Single Sign-on Identification system as the UTSU was using an outdated path and the system had to be replaced, however the UTSU does not have access to the server to make the necessary changes. He stated that because of these issues the system is being completely changed. He noted that the new portal with the revised sign-in works however, it is faulty and requires changes. He stated that once the website revisions have been completed there will be a new portal that will work properly. He apologized for the delay and stated that he is making sure that these systems are well organized and archived so that future Executives have less trouble ensuring that the systems function properly.

Ahmed stated that she wanted to provide further context on the discussion around club recognition. She stated that the Student Life capacity of the UTSU is overburdened and under capacity because of the major changes to orientation. The UTSU normally hires their orientation coordinators in May however, because of COVID-19 there was a delay in their hiring process. There are also less student volunteers and staff helping with orientation, meaning that there is an increase in the amount of work placed on the mandate of the Vice-President, Student Life. She noted that a great deal of the workload has been put on the student staff, Executives and full time staff in recent weeks. There is more work than the UTSU understands and there needs to be a new framework for work organized with the new systems of the UTSU. She added that there has been a slow down in the club recognition process because of the changes due to COVID-19 and the problems with ULife. ULife has been shut down for the entirety of the fall semester and the UTSU will not receive updates until the administration reaches out. She stated that clubs will likely feel slow downs because of the transitions that administration is undergoing to prepare for the upcoming semester, however the UTSU has been trying to ease the burden by taking applications manually. She added that taking applications manually has a large administrative load. She stated that she appreciates the patience that clubs have had with the UTSU over the past few weeks.

O'Halloran stated that attached to his report are two design briefs for the upcoming website redesign. There is also the official brochure for the health and dental plan attached to his report. He added that he will be having a meeting with the Office of the Vice-Provost Student Life to discuss how international students can opt-out of the Health and Dental plan given this year's unique circumstances. He added that he and his tem has been working closely with Studentcare to ensure that this matter is properly communicated to international students.

**CARRIED**



#### **4.1 Externalization of the 6th resolution of the Governance Committee Minutes from 19 August 2020**

**DISCUSSION**

O'Halloran stated that he wanted to make sure that the Board was clear about the items that were approved at the last Governance Committee meeting. He stated that last year the Executive raised amendments to the Remuneration policy and received a great deal of criticism for how they communicated the amendment. The amendment that was raised last year was eventually rescinded and withdrawn. He stated that he wanted to ensure that the Board was aware of the amendments to the Remuneration policy approved at the Governance Committee. The revised Remuneration policy increases the maximum hours for executives to 48 hours and creates a Lieu Time provision for any additional hours that are worked by employees of the UTSU. The Lieu time policy follows the Lieu time policy of the City of Toronto, which allows employees who have worked more time than is stipulated in their contract to collect Lieu time. This Lieu time can be used when employees don't meet their hourly requirements and would be usable before vacation time.

Dhawan asked O'Halloran about what would happen if an Executive has Lieu time after their term is over.

O'Halloran stated that the Executives would have to use Lieu time within twelve months of when they received it. Under the *Employment Standards Act* an employee cannot be barred from receiving Lieu time after their contract has expired. This would mean that if Executives do not use Lieu time they are entitled by law to have the time paid out by the UTSU. O'Halloran stated that the purpose of the cap of 120 hours would prevent this from being abused and is the procedure that the City of Toronto follows.

**CARRIED**

#### **5. Striking of First Year Council Hiring Committee**

**RESOLUTION**

MOVED: AHMED

SECONDED: JUNG

**WHEREAS the President and Vice-President Professional Faculties were appointed as the executive members of the First Year Council Hiring Committee at the 18 August 2020 meeting of the Executive Committee; and**

**WHEREAS the Outgoing Executive of the First Year Council are to be automatically appointed to the First Year Council Hiring Committee, as per the First Year Council Policy;**

**BE IT RESOLVED that \_\_\_\_\_ and \_\_\_\_\_ be appointed to the First Year Council Hiring Committee as the Directors from Division I and II to fill the two remaining vacancies.**

**DISCUSSION**

Riches nominated R.Dhawan. R.Dhawan accepted the nomination.





Kaita nominated Chen. Chen accepted the nomination.

O'Halloran nominated Wang. Wang rejected the nomination.

Hemrajani nominated Harrington. Harrington accepted the nomination.

O'Halloran nominated Tiu. Tiu rejected the nomination.

Prem nominated Reuter. Reuter accepted the nomination.

R.Dhawan stated that she sat on the First Year Council last year and is now one of the Victoria College Directors. She stated that it is important the First Year Council hiring Committee have an equitable stance when appointing the next Council. She added that she is a student in equity studies and passionate about equity. She stated that she wants to make sure that everybody on the Council feels heard and that the Council represents voices across campus.

Harrington stated that she sat on the First Year Council and she is one of the Victoria College Directors. She stated that she entered the First Year Council without any background in student government and feels that new members of the First Year Council shouldn't necessarily need to have that type of background. She stated that she wants to ensure that the Council is chosen with a broad range of backgrounds, experiences and involvement. She stated that she would love to be a part of making sure that the First Year Council members cover a broad scope.

Reuter stated that she sat on the First Year Council last year as the Finance Chair, now acts as the Trinity College Director. She stated that she has been working over the summer with the First Year Council transition team to prepare for the incoming Council as well as completing projects such as the Handbook which was started by the Council last year. She stated that she joined the First Year Council without any student government experience, but, she was given a chance and her life has been changed. She stated that she wants to make sure that students are given equal opportunities to experience the FYC and work on things that they are passionate about and drive to make a difference. She added that she wants to ensure that there is equitable representation of students who are international and students who are outside of Ontario as well as representation for students who are in different areas of the university such as different faculties and colleges. She stated that last year the Council had members from several communities but failed to represent every division at the university. She stated that she loves the First Year Council, as it has had a major impact on her life, and she wants to ensure that there is representation for all students coming into their first year at the University of Toronto.



## 5.1 Motion to table

**RESOLUTION**

MOVED RICHES

SECONDED: PREM

**BE IT RESOLVED THAT this item is tabled for consideration once the votes have been counted.**

**CARRIED**

TABLED

## 6. UTSU Governing Documents

**DISCUSSION**

MOVED: O'HALLORAN

SECONDED: PREM

O'Halloran stated that he wants to speak to the governing documents that were approved in the consent agenda. He stated that the Board approved revisions to the Bylaws, Policies, Elections Procedure Code and Charter for Referenda. The changes to the Elections Procedure Code and Charter for Referenda were not substantive, rather they had changes to their formatting and appearance. The changes to the Policies and Bylaws were largely the same. These changes were made to make sure that the documents are easily accessible for the future. He noted that the Bylaws and Policies included some minor substantive changes. He added that he wanted to have discussions with the Board about the changes as well as speak to the board about the document prior to the Annual General Meeting which is usually held in October.

Riches stated that they wanted to speak to the changes raised for the Working Groups Policy. They noted that the policy was one of the items they were interested in when running for the position of Vice-President, Public and University Affairs. The Working Groups Policy was created as a method for students to get involved with the UTSU through projects, campaigns and advocacy work, but has failed to be useful in the past. They noted that they wanted to review the policy in consultation with students who lead advocacy and activism on campus and see how the UTSU can work to support them. They stated that if the policy hasn't been used there are obvious problems with it and there needs to be further investigation into the policy.

O'Halloran stated that the Governance Committee almost decided to remove the policy in its entirety because it hasn't been used since its creation. He noted that the governance documents that were passed at the meeting will be available online through the UTSU website. He added that it is crucial that the members of the Board read through the governance documents because they are some of the most important documents to the UTSU. He stated that anyone is welcome to come to the Governance Committee's meetings and discuss the documents.



## 7. Striking of First Year Council Hiring Committee

**RESOLUTION**

MOVED: AHMED

SECONDED: JUNG

**WHEREAS the President and Vice-President Professional Faculties were appointed as the executive members of the First Year Council Hiring Committee at the 18 August 2020 meeting of the Executive Committee; and**

**WHEREAS the Outgoing Executive of the First Year Council are to be automatically appointed to the First Year Council Hiring Committee, as per the First Year Council Policy;**

**BE IT RESOLVED that \_\_\_\_\_ and \_\_\_\_\_ be appointed to the First Year Council Hiring Committee as the Directors from Division I and II to fill the two remaining vacancies.**

**DISCUSSION**

### 7.1 Motion to Amend

**RESOLUTION**

MOVED: O'HALLORAN

SECONDED: AHMED

**BE IT RESOLVED THAT the motion be amended as follows:**

**"BE IT RESOLVED that Fiona Reuter and Andrew Chen be appointed to the First Year Council Hiring Committee as the Directors from Division I and II to fill the two remaining vacancies."**

**CARRIED**

**CARRIED**

## 8. Update From Equity, Diversity, & Inclusion Review Body

**DISCUSSION ITEM**

MOVED: V. DHAWAN

SECONDED: JUNG

**DISCUSSION**

Dhawan shared that she was excited to begin discussing the report that the Equity, Diversity, & Inclusion (EDI) Review Body put together after it was approved at the last Board of Directors Meeting. She stated that the main function of the report is to analyze how the UTSU does equity and how it can do better moving forward; she also stated that it considers how equity is done on campus as a whole and the interrelated nature of both the institution of the UTSU and the campus on which it operates. She added that once the report is approved by the Board it will be sent to the Governance committee which will determine what bylaw changes will be adopted before coming back to the Board for further discussion; any bylaw changes passed by the Board at the next meeting would then go to the next Annual General Meeting. She emphasized that this report as well as Equity as a whole is an ongoing process. She also noted that any changes to the Executive Committee will be enacted at the beginning of the next Executive term in the Spring of 2021.



Riches stated that the report is exciting to see. They stated that the nature of Equity at the UTSU is to question the structures of the organization itself and that the report from the EDI Review Body is a new way to do that. They stated that they believed that the report would be published if approved by the Board, forcing any subsequent changes to the document at future meetings to go through an amendment process. They wanted some clarification as to if that would be correct.

Dhawan stated that the report is mostly in plain language that focuses on the issues the Review Board found and potential ways to move forward. She clarified that the document is more of a mandate for internal purposes. She further stated that any specific changes to UTSU Bylaws and Policy would have to be written in formal writing prior to discussions in the Governance Committee.

Prem asked about who was consulted in the writing of the report and about the process as a whole.

Dhawan responded to Prem by stating that consultations were done with members of the Equity & Accessibility Committee and with relevant community leaders of equity seeking groups such as the Black Student Union and the Muslim Student Union. The report was based on these discussions as well as knowledge gained from researching other student groups' equity apparatuses. The main goal of the report is to ensure that there is more consultation between the UTSU and equity seeking groups to make our efforts of policy and structural reform more accessible to members of the greater U of T community.

McLean stated that she is appreciative of the work that has been done to bring this report forward. She added that she cares a lot about the UTSU and the pursuit of equity as an ongoing process. She stated that she is open to engage in consultations regarding the Review Body's work and the findings and recommendations of the report. She further stated that it is really important to do the work necessary to ensure the UTSU is continually placing equity at the forefront of its structures and policies.

Peters wanted to speak to Prem's question and express support for the report. She stated that Dhawan consulted other members of the Equity & Accessibility committee, most notably with herself and Ramadan, the Committee's Chair and Vice Chairs. She stated that this report is a great step forward in the work of furthering Equity within the UTSU and on campus. She reiterated that these efforts will help the UTSU create better relationships with other student leaders on campus. She reiterated that the review body was made up of Dhawan & O'Halloran, Chair & Vice Chair of the Governance Committee, herself and Ramadan, Chair & Vice Chair of the Equity & Accessibility Committee, and Ahmed. She referred to Committee Minutes in the Consent Agenda which recorded the members of the Review Body's emphasis that all members of either committee were welcome to contribute to the report.

Graydon emphasized that any Equity concerns with regards to the processes of board meetings and/or the speaker's list can always be directed to him.



Ahmed wished to echo much of what had been said. She also stated that one of the items that stood out to her on the report was the stipulation that the speaker's list at Board of Directors meetings would need to be gender balanced. She stated that it is important to discuss and make changes to the UTSU's policies and structures that are performing equity in ineffective ways. She also stated that she believes the Equity & Accessibility Committee needs to refocus on how it can create relationships with equity seeking groups on campus. She added that the Equity Collectives are supposed to fulfil that purpose but that they have remained generally devoid of involvement with positions being left unfilled year after year. She stated that the lack of involvement from the Equity Collectives makes it difficult for the Equity & Accessibility Committee to have the voices and/or representation necessary to engage in meaningful discussions surrounding Equity. She stated that she is never satisfied with how the Committee has administered these conversations thus far, stating that multiple stakeholders ranging from other directors to external student groups should be included moving forward. She also affirmed that the UTSU does not need to reinvent equity. She stated that the UTSU's role should be to listen to individuals and groups who have lived experiences and resources that can foster a more equitable culture at the UTSU and on campus as a whole. She stated that this report is a stepping stone towards reframing equity within the UTSU by investigating the barriers that are in place that have prevented it from making progress on this issue. She further stated that it is crucial that the UTSU adopts policies with this framework in mind moving forward in order to ensure that it does not take Executives and Board members with lived experiences on these matters to make necessary changes and move the process of equity forward. She called on the Board to look at the report from a macroscopic lens as it is only the first step in a long and necessary process.

Prem asked Dhawan about one of the report's suggestions that would move components of the VP Equity role to the VP, Student Life and the UTSU's Human Resources Manager. He asked about how that would work and asked if there were concerns that taking away a part-time member of the Executive team would pose an accessibility issue for students seeking to get involved with the UTSU in that way in the future.

Peters stated that when investigating the positions on the Executive, the Review Body felt that it was inappropriate for the VP Equity to be responsible for keeping the Executive accountable for equity & accessibility concerns as they are an Executive themselves. She stated that by moving this responsibility to the HR Manager, there would be a full-time staff member to handle these issues outside of the Executive team who is qualified as a specialist in the field of human resources and equity.

Dhawan stated that she wanted to address the question about the issues posed by there being one less executive role at the UTSU. She stated that when writing the report, the Review Body wanted to challenge the issue of having Executive roles just for the sake of it. She stated that the work of the VP Equity can be delegated to student staff that could administer the necessary portions of the portfolio under the purview of the VP, Student Life in a more effective manner.

Riches asked about how the advocacy stipulations of the VP Equity role would be moved to other executives if the recommendations of the report are followed through. They stated that the



VPPUA role coordinates a great deal of advocacy however, the VP Equity and other Executives are also for how the UTSU administers advocacy in different ways.

Dhawan stated that just as the VPPUA does not control advocacy at the UTSU, neither should the VP Equity control equity at the UTSU. She stated that the work of advocacy would continue to be done in multiple ways, as indicated in the report and in the prior discussion. She added that it is crucial that there are student staff to take up these additional responsibilities of the Equity role that are not being taken on by the HR Manager. She stated that overall she sees the responsibility of advocacy work to be split between the VPSL and the VPPUA if the VP Equity position is abolished in the future.

## 9. Equity, Diversity, & Inclusion Review Body Report

### RESOLUTION

MOVED: V. DHAWAN

SECONDED: PETERS

### DISCUSSION

V. Dhawan stated that the goal of this resolution is to formalize this report to be able to have a mandate to move it further to the Governance Committee and beyond.

### CARRIED

## 10. First Quarter Financial Report

### DISCUSSION

MOVED: O'HALLORAN

SECONDED: RICHES

### DISCUSSION

O'Halloran stated that he put this item forward as required in the financial reporting process that is laid out in the budget policy. He stated that the detailed profit and loss statements from the First Quarter can be found in parts 1 and 2 of Appendix A. He referred to part 1 of the aforementioned appendix and stated that the UTSU is at a loss for the First quarter mostly because the organization receives a bulk of the student fees owed to them in the winter. He stated that another reason for the loss is that there are certain costs that haven't made it through the necessary accounts to be reflected on the statement. He stated that for full-time staff, the usage of the budget was completely as expected. He further stated that costs for student staff increased as a result of new hires for the Community Resource Hub, many of whom will be switching to part time schedules once classes begin for the Fall/Winter term. He stated that Executive Assistants took up a small amount of funds in the First Quarter because they were only hired in July. He also stated that the costs of Executive members saw an increase but that those costs are expected to go down once they return to a more regular school schedule. He mentioned that there were a number of expenses that were reduced as a result of COVID-19 which will be reflected in future financial documents. He brought attention to the website project which has used about half of its allocated budget and the Student Aid Program which has used only 7.2% in the First Quarter, both on track. He reiterated that the first quarter loss is based around the fact that a majority of the UTSU's funds, 85%, come in the Fall/Winter Term.



Reuter stated that she saw that there was a higher number of student enrolment in the summer term than what was expected in the preliminary budget. She asked O'Halloran whether he expected there to be an increase in revenue for the Fall/Winter Term as a result

O'Halloran stated that he is not sure of how things will change. He stated that it remains to be seen and that the organization would only know after it gets the bulk of its funds from the University that he mentioned earlier.

Prem asked about the Elections line item.

O'Halloran stated that the item is outstanding expenses from previous candidates. He stated that if any member of the Board has any questions regarding the reporting of the Profit/Loss Statements, he is open to discuss it further with directors. He also stated that the Finance Committee will continue to be open for discussion on these matters moving forward.

## 11. Online Orientation

### DISCUSSION ITEM

MOVED: HEMRAJANI

SECONDED: RICHES

### DISCUSSION

Hemrajani stated that Orientation is in full swing; she stated that they recently signed two headlining artists and have commissioned student performances and content in working with divisional societies for the Orientation welcome video. She stated that they finalized the lineup of the production of the video and are working with the Videography team to create teaser content to promote the event beforehand. She also stated that they are working with big campus groups such as the Varsity Blues to curate online content to promote the event as well. She stated that she wanted to open up the space for any Orientation questions. She also shared what planning is going into the smaller events that will be going on, including what they are calling the "club crawl". She explained that club crawl will take place over the course of a month or so; clubs would be occupying hour long time slots in different rooms across campus that students can drop in to in order to see what each club is about. She mentioned that they are working on promoting each club's drop in event. She also shared that there is progress on securing speakers for the speaker event series that will be taking place in October. And she stated that they are beginning discussions with different campus groups on possible event collaborations post-orientation. Hemrajani also brought the Board's attention to the hidden easter eggs located in her report that she hoped members would find.

## 12. Scheduling of Future Meetings

### RESOLUTION

MOVED: AHMED

SECONDED: O'HALLORAN

**BE IT RESOLVED THAT the President use online availability surveys to schedule all future meetings of the Board of Directors for the remainder of the 2020-2021 term.**



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**DISCUSSION**

Ahmed explained that it is standard procedure to schedule meetings for the remainder of the term. She stated that summer is more unique in that predetermined board meeting times are easier to schedule but that during the year scheduling becomes more hectic. She stated that she didn't want to set specific binding dates for future meetings for that reason. She stated that the Executives will be utilizing softwares like when2meet to ensure that as many members as possible are available for board meetings moving forward.

**CARRIED**

**13. Other Business**

**DISCUSSION ITEM**

MOVED: AHMED

SECONDED: O'HALLORAN

**DISCUSSION**

Ahmed stated that she wanted to apologize to Graydon for spelling his name wrong on her Executive report.

O'Halloran brought attention to Hemrajani's special prize giveaway in her Executive Report.

Hemrajani reiterated this and asked members to spend the next couple days seeing if they could find the easter eggs.

Riches reminded the Board to fill out the online learning survey as soon as possible if members have not already; they stated that when the survey reaches 200 respondents, the giveaway contest closes.

**14. Adjournment**

**RESOLUTION**

MOVED: AHMED

SECONDED: RICHES

**BE IT RESOLVED that the meeting be adjourned.**

**CARRIED**

*The meeting adjourns at 2:25 PM.*

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**Appendices Listed on Following Page**





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**APPENDICES**

- **Meeting Package and Consent Agenda**

Link:

[https://drive.google.com/drive/folders/1ENX9q\\_3HurJ5y5rBW7BZ7HXj96izCVHu?usp=sharing](https://drive.google.com/drive/folders/1ENX9q_3HurJ5y5rBW7BZ7HXj96izCVHu?usp=sharing)

**A First Quarter Profit & Loss Statement**

**B Report from the Equity, Diversity, & Inclusion Review Body**

- **UTSU Bylaws, pending approval via consent agenda**

Link:

<https://drive.google.com/file/d/1EYWd5YXBrzonKK-EZaih7pNhLcaHL6zN/view?usp=sharing>

- **UTSU Policy Manual, pending approval via consent agenda**

Link:

[https://drive.google.com/file/d/1KyrI\\_qieziXmpUFR0utGO3XADRRrE7Vw8/view?usp=sharing](https://drive.google.com/file/d/1KyrI_qieziXmpUFR0utGO3XADRRrE7Vw8/view?usp=sharing)

- **UTSU Elections Procedure Code, pending approval via consent agenda**

Link:

[https://drive.google.com/file/d/1s\\_r0lxWSA0EG3bPXwCDf-ZyfCGd9rbD-/view?usp=sharing](https://drive.google.com/file/d/1s_r0lxWSA0EG3bPXwCDf-ZyfCGd9rbD-/view?usp=sharing)

- **UTSU Charter for Referenda, pending approval via consent agenda**

Link:

<https://drive.google.com/file/d/1zy-lcg5zGFGO5tulvuAZd5HJ4ByrNrK8/view?usp=sharing>