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**Minutes – Board of Directors**

**7th Meeting of 2021-2022  
28 November 2021 | 3:00PM EST**

**Video Conference held via Zoom**

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**ATTENDANCE**

**Present**

Executive Committee

Alexa Ballis, President  
Fiona Reuter, VP Operations  
Catherine Lai, VP Public & University Affairs  
Maria Lin, VP Student Life  
Reva Aggarwal, VP Equity  
Ruoheng Wang, VP Professional Faculties

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

Easha Khan, University College Director  
Rayan Alim, St. Michael's College Director  
David D'Aversa, St. Michael's College Director  
Kati Gunnell, St. Michael's College Director  
Caroline Tolton, Trinity College Director  
Halit Erdogan, Victoria College Director  
Janice Shum, Woodsworth College Director  
Mandy Chiu, New College Director  
Samantha Chow, New College Director  
Elad Dekel, Innis College Director  
Victoria Liu, Social Sciences Director  
Jessie Wu, Humanities Director

Division II Directors (Professional Faculties)

Nelson Lee, Engineering Director  
Neo Lou, Engineering Director  
Sydney Munro, KPE Director  
Vicdan Okman, Architecture & Visual  
Studies Director  
Maria Ebeid, Professional Faculties-at-Large  
Director  
Sterling Mancuso Law Director  
Hailey Goldberg, Nursing Director  
Oluwadamilola (Dami) Sogbesan  
Pharmacy Director  
Dariya Darwin, Medicine Director

Executive Assistants, UTSU

Emmanuel Sackeyfio, Chief Operations Assistant  
Tran Thai, Chief Executive Assistant  
Nicole Giebler, EA R & A (President)  
Emiri Katakawa, EA R & A (Equity)  
Maddie Kalda, EA R & A (Pro Fac)  
Chelsea Song, EA Student Life  
Yasmine Nasereddin, EA Student Life

Staff Team

Branden Cave, Speaker, UTSU  
Ankit Sharma, Director of Operations, UTSU  
Yara Kodershah, People & Culture Manager, UTSU  
Arlene Williams, Learning & Development, UTSU

Visitors and Other Nonvoting

Emily Huynh, First Year Council Member  
Hasna Hafidzah, First Year Council Member  
Faiz Jan, First Year Council Member  
Rebecca Sy, First Year Council Member  
Lauren Alexander, *The Varsity*

**Absent**

Stuti Roy, Victoria College Director  
Jenny Shen, Woodsworth College Director  
Ramtin Taramsari, New College Director

**Regrets**

Nicholas Merrithew, University College Director  
Muskan Nagra, University College Director  
Kathryn Cheng, Mathematical and Physical  
Sciences Director  
Francyves Shanira, Woodsworth College Director  
Katherine Jung, Life Sciences Director  
Catherine Tan, Music Director  
Sheral Kumar, Engineering Director



## Minutes

### Open Session

#### 1. Call to Order

This meeting is called to order at 3:11 PM.

#### 2. Approval of Agenda

**RESOLUTION**

MOVED: REUTER

SECONDED: WANG

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

##### 2.1 Motion to Add Executive Report of the Vice-President, Professional Faculties

**RESOLUTION**

MOVED: WANG

SECONDED: ERDOGAN

**BE IT RESOLVED THAT the Executive Report of the Vice-President, Professional Faculties be added to the agenda.**

CARRIED

CARRIED

#### 3. Consent Agenda

##### 3.1 Meetings of the Board of Directors and Committees

**RESOLUTION**

MOVED: REUTER

SECONDED: TOLTON

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

###### 1. Meeting of the Board of Directors

6th Meeting of the 2021-2022 Board of Directors, 24 October 2021

###### 2. Meetings of Committees

Elections & Referenda Committee, 19 October 2021 (4th Meeting)

Student Aid Committee, 18 October 2021 (11th Meeting)

Student Aid Committee, 1 November 2021 (12th Meeting)

Finance Committee, 5 November 2021 (7th Meeting)

Services Committee, 12 November 2021 (3rd Meeting)

Finance Committee, 12 November 2021 (8th Meeting)

Student Aid Committee, 15 November 2021 (13th Meeting)

Governance Committee, 21 November 2021 (6th Meeting)

CARRIED



## 4. Executive Reports

### DISCUSSION ITEM

#### Executive Reports

November 2021 Report of the President

November 2021 Report of the Vice-President, Operations

November 2021 Report of the Vice-President, Equity

November 2021 Report of the Vice-President, Student Life

November 2021 Report of the Vice-President, Professional Faculties

### DISCUSSION

Ballis stated that she conducted the interviews for VPPUA last week alongside Alim and the hiring committee, and that they hope to have a VPPUA by the next board meeting. She noted the recent meeting with the Office of the Vice-Provost, Students, and stated that they had communicated student groups' difficulties finding space on campus. She added that Vice-Provost Welsh is working to change this, and that the UTSU is working on a room-booking system for the Student Commons. She stated that the OVPS is meeting next week to decide whether or not they will be providing free menstrual products on campus, as the Ford government's recent announcement does not include universities.<sup>1</sup> She stated that the UTSU's recommendations for the UMLAP Review Committee have been published on the website, and noted that the UNiversity received a second letter from the OHRC. She stated that federal lobby week for UCRU has been pushed to January due to logistical reasons, and noted that Wellness Week and UTSU's Got You are coming up.

Reuter highlighted work done by the Governance Committee, and thanked them for their effort. She stated that substantial amendments were made to Bylaws X and XV, which concern Executive accountability and performance review. She stated that the amendments put the Executive and the Board on a more equal playing field and increased flexibility in terms of missed meetings. In addition, the Performance Review Committee will replace the Exec Review Committee and will be mandated to meet monthly, making it a better forum for more constant feedback. She mentioned an amendment to the Grievance Officer procedures and thanked Mancuso for his contribution. She noted that the Operating Budget and Quarterly Report were passed by the Finance Committee and thanked them for their work. She stated that the Health & Dental page of the UTSU website will be reworked, and that exceptional opt-outs have a new formalized system.

Aggarwal stated that the new Directors and FYC members will need to complete the Board Equity Training in order to get CCR credit, and that the next two training sessions have been scheduled for January 9 at 11:00 - 13:30 and January 12 at 17:30 - 20:00. She stated that XAO has been moved to the week of January 31, and encouraged interested Directors to reach out if they would like to help with the ten-minute videos released for each day of the event. She noted that the [Equity webpage](#) on the UTSU site is now live, and noted that the next SHARE workshop on the Ontario Human Rights Code is on December 7 at 17:00. She stated that next semester there will be workshops by Downtown Legal Services on Campus Safety (February 9), academic seminars (February 11), and student housing (February 15).

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<sup>1</sup> The Ford government recently announced that it is partnering with Shoppers Drug Mart to provide free menstrual products in Ontario secondary schools. [More information here.](#)



Lin stated that many funding applications for clubs were missing some elements, and that the instructions for submitting applications can be unclear. She has made templates that clubs can view and follow, which can be found on the [Clubs Funding](#) page. She stated that there will be a yoga session, arts & crafts night, and therapy dogs for Wellness Week. She stated that they hope to host a Clubs Fair at the Student Commons for Frost Week, which will be 14:00-17:00 Monday through Friday and have 20 clubs each session. Other events include ice skating, knitting class, and collaboration with Winterlicious.

Wang stated that she has been working with Ballis on the ProFac Headshot event, which will be happening January 17-18, 2022. She stated that her Executive Assistant has been working on the UMLAP advocacy as well as the Student-Faculty Relationships Report.

## 5. Question Period

### DISCUSSION ITEM

Tolton asked if directors who have already attended an equity training would need to sign up for a second session in January, or if the sessions mentioned by Aggarwal only need to be attended by new directors.

Aggarwal stated that directors who have already attended equity training do not need to attend it in January, as it is the same session. She stated that directors who still need to attend training will receive emails from her.

Gunnell asked whether the Executive needs extra volunteers for UTSU's Got You.

Ballis stated that any directors who wish to help table will be able to.

## 6. Ratification of the 2021 Fall Elections Results

### RESOLUTION

MOVED: BALLIS

SECONDED: KHAN

**WHEREAS the unofficial results of the UTSU's 2021 Fall By-Elections were published on October 30]; and**

**WHEREAS ERC-013(3)(b) Elections and Referenda Code requires that the Board ratify elections results "at the subsequent meeting following the [release of] election results with the condition that there is no outstanding appeal involving [a] Candidate"; and**

**WHEREAS no appeals relating to the 2021 Elections or Referenda remain outstanding, NOW THEREFORE:**

**BE IT RESOLVED that the results of the 2021 Fall By-Elections, as presented in Appendix A, be approved as complete and accurate; and**

**BE IT FURTHER RESOLVED that the Directors-elect presented in Appendix A and below be ratified as members of the Board of Directors:**

**Nicholas Merrithew  
Kati Gunnell  
Francyves Shanira**

**University College Director  
St. Michael's College Director  
Woodsworth College Director**



**Janice Shum  
Mandy Chiu  
Samantha Chow  
Kathryn Cheng**

**Woodsworth College Director  
New College Director  
New College Director  
Mathematical and Physical Sciences Director**

**DISCUSSION**

Ballis stated that fall elections happened in October and that there were no appeals. She expressed excitement for new directors, and stated that empty positions will be filled through a hiring process. She stated that she is open to feedback on the hiring process.

**CARRIED**

**7. Resignation of Rotman Commerce Director**

**RESOLUTION**

MOVED: REUTER

SECONDED: ALIM

**WHEREAS the Rotman Commerce Director, Roshawn Jamasi, delivered their resignation from the Board of Directors on 24 October 2021; and,**

**WHEREAS Bylaw X(3)(c) outlines criteria for Directors holding office until they submit a written resignation; NOW THEREFORE,**

**BE IT RESOLVED THAT the Board of Directors acknowledge the resignation of Roshawn Jamasi.**

**DISCUSSION**

Reuter read out a statement from Jamasi, as following:

Dear fellow members of the UTSU.

I hope you are doing well. I wanted to inform you of my resignation from the Board of Directors as the Director of Rotman Commerce. I am thankful for the opportunity to work with you and have the chance to better our student constituencies.

Unfortunately I have been personally unwell, impacting my abilities to fully serve in this role. I would like to open this position to allow others who are better suited to care for the Rotman Commerce Constituency.

Thank you for your understanding. I am wishing the best for UTSU's future endeavors.

Sincerely,  
Roshawn Jamasi

**CARRIED**



## 8. Discussion on Executive Compensation Structure

### DISCUSSION ITEM

PRESENTED: REUTER

### 8.1 Motion to give Yara Kodersshah Speaking Rights

#### RESOLUTION

MOVED: REUTER

SECONDED: AGGARWAL

**BE IT RESOLVED THAT Yara Kodersshah, Manager of People & Culture, be granted speaking rights; AND,**

**BE IT FURTHER RESOLVED THAT her speaking turn be extended such that her presentation may be delivered in its entirety.**

CARRIED

Kodersshah stated that she is the Manager of People & Culture at the UTSU, and that the role entails Human Resources as well as the UTSU's equity framework. She acknowledged that the subject of compensation can be awkward, and that it involves the use of student funds. She stated that she will not be speaking qualitatively about Executive compensation, but will be discussing the structure. She stated that she began working on the UTSU's employment practices in August 2020, and has been looking at the strengths and improvement areas. She invited Directors to ask questions throughout or reach out via email.

She stated that the definition of compensation for the purposes of the presentation will be "that which is received by an employee in exchange for the work performed in an organization." She stated that compensation is a reflection of organizational values, and that the UTSU has an opportunity to model equitable employment practices. She stated that it is important that Executives are paid, given that the demanding nature of the role often requires individuals to delay their graduations.

She stated that strengths of the current structure are health benefits, as well as an attempt to introduce flexibility. She stated that the current structure is that Executives are paid hourly, with 4% vacation (as per the ESA), 12 paid sick days per year, as well as 1 academic day per semester per course, plus exam days. She stated that hourly pay can give some flexibility and is ideal for part-time roles, but that it doesn't subscribe well to the Executive roles as it can be difficult to "clock in/out" as Executives always exist within the context of the University. She also noted that it can create inconsistencies in other compensations such as vacations, and that the administration involved in hourly work is very time-consuming. She estimated that the UTSU spends 10 hours each pay period doing administration surrounding timesheets and tracking, and that this is compounded by the fact that a new Executive is elected each year. She stated that the hourly model with mandated minimums also causes issues when the pace of work differs from week to week, as well as overtime pay.



She suggested shifting to a salaried model, which would decrease the amount of time spent in administration, and better fit the pace and nature of the work. She stated that a salaried model would provide more stability to the employee and predictability for the employer, and would shift the focus of the Board to the substantive work completed instead of the number of hours. She recommended ending the practice of submitting Executive timesheets with the Executive Reports, and stated that in any other workplace, timesheets would be kept confidential. In addition, she recommended allowing Executives to take personal days, in order to allow them to deal with unforeseen personal emergencies without having to use vacation days or sick days.

Reuter stated that the Executive wants to ensure that this goes through many different levels of discussion and consideration in order to be fully transparent. She stated that any changes in the compensation structure would take effect for the 2022-23 Executive, not the current Executive.

## **8.2 Motion to Refer to the Governance Committee**

**RESOLUTION**

MOVED: REUTER

SECONDED: D'AVERSA

**BE IT RESOLVED THAT the subject of Executive Compensation Structure be referred to the Governance Committee for further discussion.**

CARRIED

## **8.3 Motion to Recess**

**RESOLUTION**

**BE IT RESOLVED THAT the meeting recess for ten minutes.**

CARRIED

***The meeting entered recess at 4:23 PM and resumed at 4:33 PM.***



## 9. Ratification of Committee Election Results

**RESOLUTION**

MOVED: REUTER

SECONDED: DARVIN

**WHEREAS members of the Board of Directors were able to nominate members for election to various committees through an online form, titled Appendix A; and**

**WHEREAS members of the Board of Directors were able to vote in the election of nominated members to said committees of the Board via an online form, titled Appendix B; NOW THEREFORE,**

**BE IT RESOLVED THAT the results of the Committee Elections be ratified as presented in Appendix C; and**

**BE IT FURTHER RESOLVED THAT an election by secret ballot be held to resolve vacancies within Appendix C.**

**DISCUSSION**

Reuter stated that ratifying Committee election results at the Board is standard practice and thanked Sackeyfio for their work finalizing them.

**CARRIED**

## 10. Filling Committee Vacancies

**RESOLUTION**

MOVED: REUTER

SECONDER: BALLIS

**WHEREAS the results of Fall Elections and Committee Elections have been ratified as presented in Appendices A and C; and**

**WHEREAS vacancies remain on the Committees of the Board; NOW THEREFORE,**

**BE IT RESOLVED THAT the following appointments be made: \_\_\_\_\_ to the Campaigns & Outreach Division I/II seat, \_\_\_\_\_ to the Elections & Referenda Division II seat, \_\_\_\_\_ and \_\_\_\_\_ to the Equity & Accessibility Division I/II seats, \_\_\_\_\_ and \_\_\_\_\_ to the Finance Committee Division II and I/II seats, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ to the Governance Committee Division II First-Entry and I/II seats, \_\_\_\_\_ to the Services Committee Division II seat, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ to the Student Commons Appointment Committee Division II and Division I/II seats.**

**DISCUSSION**

Reuter noted that Directors who did not nominate themselves for a Committee seat in the last round of Committee elections may be deemed resigned unless they nominate themselves for a current vacancy. She stated that it does not matter if they are elected to a Committee.

Gunnell nominated herself for the Campaigns and Outreach Committee.





Reuter noted that those who sit on the Elections & Referenda Committee are ineligible to run for the spring elections.

Darvin nominated herself for the Elections & Referenda Committee.

Dekel and Gunnell nominated themselves for the Equity & Accessibility Committee.

Darvin nominated Erdogan and Lou for the Finance Committee. Erdogan declined and Lou failed to accept.

Darvin and Gunnell nominated themselves for the Finance Committee.

Dekel and Erdogan nominated themselves for the Governance Committee.

Wu and Darvin nominated themselves for the Student Commons Appointment Committee.

Alim nominated Liu for the Student Commons Appointment Committee. Liu declined.

Reuter noted that the Student Commons Appointment Committee is incredibly important, especially as the Student Commons continues to grow. She stated that the position is low-commitment, and that there will be 2-3 meetings in the coming semester.

Ballis nominated Lee for the Governance Committee and Lee accepted.

Sogbesan nominated themselves for the Student Commons Appointment Committee.

Reuter nominated Lee and Munroe for the Student Commons Appointment Committee. Munroe and Lee accepted.

Reuter nominated Goldberg and Okman for the Services Committee. Okman declined due to workload and Goldberg failed to accept.

Ballis nominated Lou to the Services Committee. Lou declined due to workload.

Reuter nominated Ebeid for the Services Committee. Ebeid failed to accept.



## 10.1 Motion to Fill the Blanks

### RESOLUTION

MOVED: REUTER

SECONDER: BALLIS

**BE IT RESOLVED THAT the following appointments be made: Kati Gunnell to the Campaigns & Outreach Division I/II seat; Dariya Darvin to the Elections & Referenda Division II seat; Elad Dekel and Kati Gunnell to the Equity & Accessibility Division I/II seats; Dariya Darvin and Kati Gunnell to the Finance Committee Division II and I/II seats; Nelson Lee, Elad Dekel, and Halit Erdogan to the Governance Committee Division II First-Entry and I/II seats; and Dariya Darvin, Oluwadamilola (Dami) Sogbesan, Nelson Lee, Sydney Munroe, and Nelson Lee to the Student Commons Appointment Committee Division II and Division I/II seats; AND**

**BE IT FURTHER RESOLVED THAT the Services Committee Division II seat remain vacant.**

CARRIED

CARRIED

## 11. Approval of Operating Budget - Appendix A

### RESOLUTION

MOVED: REUTER

SECONDED: ALIM

**WHEREAS the Finance Committee has reviewed the Operating Budget and made a recommendation for its approval to the Board of Directors; NOW THEREFORE,**

**BE IT RESOLVED THAT the Board of Directors approve the Operating Budget as presented in Appendix A.**

### DISCUSSION

Reuter noted the incoming revenue, and highlighted that tenants in the Student Commons will be paying rent. She stated that most other values remain unchanged from the Preliminary Budget. She stated that Salary & Compensation and employment-related costs and taxes have remained the same, and that the item "Travel and Meetings" has been moved under the "Personnel" heading. She stated that a new item titled "Human Resources Learning & Development" encompasses the HR emergency fund, which accommodates employee emergency leaves and a potential expansion of Professional Development sessions to members of the Board. She stated that all IT and equipment items have been consolidated into line 66 with the exception of capital expenditures, which allows for more flexibility within that group. She noted that OPARG and CWTP have moved into the Student Commons alongside other groups, which is the reason for the \$1500 increase in moving costs. She stated that the budget for office supplies has also gone up to accommodate an in-person workplace. She stated that the Executive decided not to move forward with the original plan for the Student Commons Programming & Business Development, so the \$75,000 originally allocated has been redistributed elsewhere. She noted the significant increase in Student Aid funding, and stated



that the Student Aid Committee has been looking into making the program more sustainable as it is very popular. She also noted changes to building costs, the Learning Disability Grant program, and Food Insecurity Programming. She stated that the budget ends with a \$36,000 surplus.

**CARRIED**

## **12. Special General Meeting Date**

**RESOLUTION**

MOVED: REUTER

SECONDED: DARVIN

**BE IT RESOLVED THAT the Board of Directors call a Special General Meeting to be held on February \_\_\_\_, 2022;**

**DISCUSSION**

### **11.1 Motion to Fill the Blank**

**RESOLUTION**

MOVED: REUTER

SECONDED: TOLTON

**BE IT RESOLVED THAT the Special General Meeting be held on February 16, 2022.**

**DISCUSSION**

Reuter hoped that this date would be accessible to everyone, and stated that the Operations portfolio is considering using a hybrid model for the meeting. She stated that the date was intended to fall outside of midterm season.

**CARRIED**

**CARRIED**



### 13. Striking of Director Hiring Committees

**RESOLUTION**

MOVED: REUTER

SECONDED: BALLIS

**WHEREAS a number of Director seats were left vacant after the Fall 2021 By-Election; and,**

**WHEREAS Bylaw X(5) mandates that a hiring procedure be undertaken for all positions left vacant before December 16; NOW THEREFORE,**

**BE IT RESOLVED THAT a Hiring Committee be struck to conduct the hiring process for all current vacant positions that do not have a pre-existing Hiring Committee formed; and**

**BE IT FURTHER RESOLVED THAT the Committee be composed of the President, Vice President Operations, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.**

**DISCUSSION**

Reuter stated that when seats are not filled, it is standard for the UTSU to instigate a hiring process for the position. She stated that interviewing candidates is optional, and that the Hiring Committee will be low-commitment.

Dekel, Ebeid, and Alim nominated themselves.

#### 13.1 Motion to Fill the Blanks

**RESOLUTION**

MOVED: REUTER

SECONDED: BALLIS

**BE IT RESOLVED THAT the Committee be composed of the President, Vice-President Operations, Rayan Alim, Maria Ebeid, and Elad Dekel.**

**CARRIED**

**CARRIED**

### 14. Quarter 2 Report - Appendix B

**DISCUSSION ITEM**

PRESENTED: REUTER

Reuter stated that the Quarterly Report gives an indication of the UTSU's finances, and that the organization is doing well. She stated that BDO's report was unfortunately not ready for this meeting, but that they are working on a new system for creating Quarterly reports. She noted changes in how levies are indicated, and that not all fees have been collected yet and may not be listed under "Revenue". She noted the change in expenses for office supplies, programs and business development, and moving costs. She stated that not all funds for Special Programs have been collected or dispersed, but that the numbers will balance by the end of the year.



## 15. Discussion on In-Person Board & Committee Meetings

### DISCUSSION ITEM

PRESENTED: REUTER

Reuter noted that the Student Commons is open for use by the Board of Directors, and noted that she wanted to know whether directors would like to have an in-person option. She noted that it has always been an option for Directors to join virtually, and that this practice will continue.

Cave noted that the Students' Law Society currently uses a hybrid model which involves everyone attending the meeting in-person also joining a Zoom call, in order to allow for in-person interactions while allowing those joining virtually to participate.

Ballis emphasized that the Executive wanted to ensure that Board members are comfortable with shifting to a hybrid model, and that feedback would be appreciated.

Alim noted that they have received an overview of the spaces, and expressed excitement for a hybrid model.

Tolton, D'Aversa, Darwin, and Gunnell also expressed agreement with moving to a hybrid model.

Reuter stated that the feedback has been very useful, and added that there is a board room on the fourth floor that they may be able to use. She stated that they have been having some trouble sourcing AV equipment due to the pandemic, and that they are working to remedy this.

## 16. December Board Meeting

### RESOLUTION

MOVED: REUTER

SECONDED: KHAN

**BE IT RESOLVED THAT the December Board of Directors meeting occur on December 9th, from 12:00 - 1:00PM EST.**

### DISCUSSION

Reuter stated that this was the time when most people were available. She noted that Executive Reports will be much shorter, and the meeting will likely be between 0.5 - 1 hour. She noted that the UTSU's office will close on the 15<sup>th</sup>, and that Executives will not be logged into their emails or attending meetings during this time.

### CARRIED



## **17. Adjournment**

**RESOLUTION**

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

**CARRIED**

**The meeting adjourns at 5:36 PM.**

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**Appendices Listed on Following Page**



## APPENDICES

- **Consent Agenda**

Link:

<https://drive.google.com/drive/folders/1BekQ3NaZjNA-lzpz-sjLqJ5UeMGir1y?usp=sharing>