



**APUS Assembly Meeting Package**  
**March 4, 2016**  
**7:00 pm**

**563 Spadina Crescent, Suite 236**  
**Toronto, ON**

Association of Part-Time Undergraduate Students  
North Borden Building  
563 Spadina Crescent, Suite 236  
Toronto, Ontario M5S 2J7

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**In this package:**

- 1. March 4, 2016 Assembly Meeting Agenda**
- 2. February 8, 2016 Assembly Meeting Minutes**
- 3. Bylaw Amendment Package**



## **Assembly Meeting Agenda**

March 4, 2016

563 Spadina Crescent

7:00 PM

### **1. Call to Order**

### **2. Approval of Minutes**

Moved: Pyne

Seconded: Rambali

Be it resolved that the Assembly Minutes from February 8, 2016 be approved as presented.

### **3. APUS Bylaw Amendments**

Moved: Pyne

Seconded: Froom

Be it resolved that **APUS Bylaw 6 – Directors** and **Bylaw 8 – Officers and Executive Committee** be amended as recommended by the APUS Board of Directors on February 26, 2016.

### **4. Review of Election Procedures and Robert's Rules**

### **5. APUS Board of Directors' Elections 2015-2016**

### **6. Adjournment**



## **APUS Assembly Meeting Minutes**

February 8, 2016 | 5:00 PM

563 Spadina Crescent

In attendance: Richie Pyne, Christine Cullen, Stephanie Cheng, Margaret Ebifegha, Susan Froom, George Gawronski, Jennifer Coggon  
Staff: Danielle Sandhu

### **1. Call to order**

The meeting was called to order at 5:30 pm.

Pyne states that we do not have quorum for the meeting so we cannot make formal decisions but we can continue with conversations.

### **2. Role of APUS Assembly**

Sandhu provides an overview of the APUS decision-making structure and the role of class representatives.

### **3. Update on APUS Events and Campaigns**

Sandhu provides an overview of APUS executive structure and overview of portfolios for each executive position. She further suggests that it would be good to talk about how to recruit APUS members to get involved, and to engage them.

Cullen states that events like Resisting Democracy event can help pull students in. She states that the event was meaningful and if students find events meaningful they may be encouraged to get involved. She states that professors do not give a lot of notice for upcoming events.

Coggon states that there are often facebook groups for courses but all the students are young students predominantly.

Sandhu states that perhaps we can create a FB group for class reps to keep in touch.

Coggon states that could be a great idea and asks how members would be added.

Ebifegha encourages folks to run for the APUS Board of Director elections which are coming up.

Sandhu provides overview of the APUS events calendar until April, including the Lunch and Learn, games night, Wits speaker event, exam destressors, ROBAM, and Mature Gala.

Cullen states concerns around Facebook privacy settings.



Sandhu states the Lunch and Learn workshop will actually address Facebook settings.

Ebifegha states International Women's Day is coming up in March. She further states that we are looking to partner with Hart House for massages for part-time students.

Gawronski states we can do class talks to promote APUS events where we know part-time students are registered.

Cullen states her interest in class talks.

Sandhu suggests adding folks to the outreach calendar and offers training for how to do outreach.

#### **4. Announcements**

Sandhu states the next APUS Assembly Meeting will be taking place on March 4, 2016 and the APUS Board of Directors' Elections will take place at that time.

#### **5. Adjournment**

Moved: Ebifegha                      Seconded: Cullen

The meeting adjourned at 6:45 pm until March 4, 2016 at 5:00 pm.

*Vote carries.*

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## **APUS Bylaw Amendment Package**

Approved by the APUS Board of Directors  
February 26, 2016

In this package:

- I. Summary of Changes**
- II. Proposed Bylaw Changes**



## **I. Summary of Changes**

The proposed amendments seek to change the rights of ex-officio members of the Board of Directors such that they are non-voting directors. The proposed amendments allow ex-officio directors to have the right to speak and the right to notice of Board meetings, but they do not have the right to move or second motions, or participate in in-camera sessions of the Board.

The proposed amendments further seek to remove the restriction on ex-officio members of the Board to run for an elected seat on the Board or an Executive Committee position, provided they are APUS members and partake in the APUS elections process at the Assembly and Board levels as enshrined in the APUS Bylaws.



## II. Proposed Bylaw Changes

### ***Amendments to Article 6 - Directors***

#### **6.02 Eligibility**

(a) ~~Except for ex-officio Directors,~~ Each Director and Officer shall be a Part-Time undergraduate student and a member of the Assembly of Representatives during the session in which their election is held and pursuant to Section 3.02 hereof shall remain a member of the Corporation throughout the term of his or her office.

(b) A Director or Officer of the Corporation shall cease to be eligible to remain in such office:

(i) if at any time he or she shall become of unsound mind or be found by any court of competent jurisdiction to be mentally incompetent;

(ii) if at any time he or she shall become bankrupt;

(iii) upon the submission of his or her written resignation from such office; or

(iv) upon his or her removal from such office pursuant to Sections 6.08 or 8.07 hereof.

#### **6.03 Composition of the Board**

(a) There shall be fifteen members of the Board of whom twelve shall be elected **voting** Directors and three shall be ex-officio **non-voting** directors;

(b) The ex-officio ~~voting~~ Directors shall be comprised of the immediate past president of the Corporation and the two Part-time Student Representatives who shall have been elected to represent part-time undergraduate students on the Governing Council of the University. **Ex-officio directors shall be non-voting, shall have the right to speak and receive notice of meetings but shall not have the right to participate in in-camera sessions of the Board;**

(c) The elected Directors shall be elected by the Assembly from and amongst the members of the Assembly in accordance with the following:

(i) 6 Directors shall be members who are registered in Woodsworth College;

(ii) 2 Directors shall be members who are registered in any of Innis, New, St. Michael, Trinity, University or Victoria Colleges;

(iii) 1 Director shall be a member who is registered in Erindale College;

(iv) 1 Director shall be a member who is registered in Scarborough College; and

(v) 2 Directors shall be directors at large.





#### **6.04 Election of the Board of Directors**

Elected Directors shall be elected by and from amongst members of the Assembly as follows:

- (a) The election of Directors shall be held at the meeting of the Assembly held during the month of March of each year;
- (b) Notice of such meeting shall be given to members of the Assembly at least one month prior to the proposed date thereof;
- (c) On or prior to January 31st in each year, the Board shall designate five members of the Assembly to be constituted as a nomination committee which shall be responsible for obtaining nominations of members of the Assembly to stand for election to the Board and to present a report to the March meeting of the Assembly of Representatives regarding such nominees;
- (d) Notwithstanding the nominations proposed by the nominating committee contemplated by paragraph (c) hereof, any eligible member of the Assembly may, upon presentation of a written nomination form signed by five members of the Assembly and prior to the time when the meeting shall be called to order shall be eligible to stand for election to the Board;
- (e) Directors shall be elected from and amongst the constituencies set forth in Section 6.03 above and shall be elected by the plurality of the votes cast in a secret ballot.
- ~~(f) Where an ex-officio Director's term of office is concluding, and he or she is not standing for re-election, or has not been re-elected to that office, they shall be eligible to be elected to the Board of Directors from the constituency in which they are registered.~~

#### **6.05 Term of Office**

The term of office of Directors shall be from May 1st to April 30th except that the two ex-officio Directors holding office by virtue of their being elected to represent Part-time Undergraduate Students on the Governing Council shall serve as **ex-officio** Directors only during the duration of their elected term to Governing Council.

#### **6.07 Voting**

All **elect**ed Directors (~~including elected and ex-officio Directors~~) shall have one vote at each meeting of the Board. **Ex-officio Directors are non-voting.**

#### **6.08 Removal of Directors**

- (a) Any Director may be removed from his or her position on the Board by resolution approved by at least 2/3 of the remaining Directors to the effect that such Director has failed to attend three consecutive meetings of the Board and/or have missed more than 80% of the Board and Assembly meetings, without, in the opinion of the Board, reasonable cause for such absence and/or has in the opinion of the Board failed to properly perform all or any part of the duties



allotted to him or her as a Director.

(b) Any elected Director may also be removed from his or her position by resolution approved by at least 2/3 of the members of the Assembly of Representatives present and voting to the effect that such Director has failed to properly perform all or any part of the duties allotted to him or her as a Director. Notice of a resolution to remove a Director must be signed by 25% of the members of the Assembly and be given fifteen days (excluding non-business days) prior to the Assembly meeting where such resolution will be put.

(b) Any such removed Director shall receive written notice of his or her removal.

(c) Any Director removed under Section 6.08 (a) shall be entitled to object to his or her removal by referring the issue to the Grievance Officer in accordance with the provisions of Article XV hereof within one week from the date of receipt of written notice of his or her removal.

(d) In the event that any such objection to the removal of a Director is not made within the time period allotted therefor or upon a final determination pursuant to the grievance procedure that such removal was authorized, then such removal shall be final and binding and the remaining Directors shall be authorized to fill the vacancy created by such removal in accordance with the provisions of 6.09.

### **6.13 Meeting Procedure**

Subject to the letters patent and by-laws of the Corporation, Robert's Rules of Order, Newly Revised shall be the rules of procedure of meetings of the Board.

Unless otherwise expressly provided herein, or by resolution of the Assembly, the Board shall conduct its meetings by such rules of order as are considered just and expedient for the transaction of the business before the Board meeting, save that the Speaker may, at his or her discretion, invoke Robert's Rules of Order Newly Revised to expedite the transaction of business.

A representative of the student organizations representing part-time undergraduate students at the suburban campuses shall be entitled to all of the rights of a member of the Board, save that said representative shall not be entitled to exercise votes, **to move or second motions, or to participate in in-camera sessions** at Board meetings.



## ***Amendments to Article 8 – Officers and Executive Committee***

### **8.01 Officers and Executive Committee**

The Corporation shall have the following officers, who shall form the Executive Committee of the Board of Directors:

- (a) President
- (b) Vice-President Internal
- (c) Vice-President External
- (d) Vice-President Events and Outreach
- (e) Vice-President Equity

The Officers shall be elected in the sequence indicated above by and from among the incoming elected Directors present and voting at the first meeting of the Board, ~~other than ex-officio Directors,~~ at the Joint Meeting held pursuant to Section 6.11 hereof. Officers shall be elected by a majority of the votes cast in a secret ballot. If more than two candidates are nominated, successive ballots shall be conducted, if necessary, until one candidate has received a majority of the votes cast, and on each ballot after the first ballot, the name of the candidate for whom the least number of elected Directors voted for on the immediate preceding ballot shall be removed from the ballot.

~~Where an ex-officio Director's term of office is concluding, and they are not standing for re-election, or has not been re-elected to that office, they shall be eligible to be elected for any Officer position.~~