



**BOARD OF DIRECTORS' MEETING PACKAGE**  
**Association of Part-time Undergraduate Students of the University of**  
**Toronto (APUS)**

**August 4, 2016 – 6:00 PM**  
**Meeting #3**  
**APUS North Borden Office**

*July 29, 2016*

**Board of Directors' Meeting #3**

Dear Directors of the Board,

The following package includes all the relevant documents in anticipation of the next APUS Board of Directors' Meeting to be held on **August 4, 2016 at 6 pm** in the APUS Board Room, at the North Borden Building.

Included in this package:

- I. Agenda
- II. Minutes Package
- III. Executive Reports
- IV. Preliminary Budget
- V. Board of Directors Visioning Notes

Please feel free to forward any question or concerns via email to me directly.

Sincerely,

Mala Kashyap  
President  
Association of Part-Time Undergraduate Students of the University of Toronto (APUS)  
Local 97 of the Canadian Federation of Students  
president@apus.ca



Be it resolved that APUS Executives be eligible for a \$25.00 monthly cell phone allowance for the 2016-2017 term, retroactive to May 1, 2016.

**7. Executive Reports**

MOTION          Moved: Kashyap          Seconded: Froom

Be it resolved that the Executive Reports be approved as presented.

1. President
2. Vice-President Internal
3. Vice-President Equity
4. Vice-President Events & Outreach
5. Vice-President External

**8. Announcements**

- a. Bylaw Review Committee Meetings

**9. Adjournment**

## II. MINUTES

### a. 2016-2017 Board of Directors' Meeting #2 – July 13, 2016

In attendance: Mala Kashyap, George Gawronski, Susan Froom, Christine Cullen, Richie Pyne, Jose Wilson, Margaret Ebifegha  
Speaker: Caitlin Campisi  
Staff: Danielle Sandhu

#### 1. Call to Order

The meeting was called to order at 6:13 pm.

#### 2. Approval of Agenda

MOTION            Moved: Froom                      Seconded: Kashyap

Be it resolved that the agenda for Board of Directors' Meeting #2 be approved as presented.

#### DISCUSSION

Kashyap invites everyone to review agenda.

*Vote carries.*

#### 3. Appointment of Speaker

MOTION            Moved: Froom                      Seconded: Ebifegha

Be it resolved that Caitlin Campisi be appointed APUS Speaker for the 2016-2017 year; and

Be it further resolved that the Speaker remuneration be fixed by the Executive Committee.

#### DISCUSSION

Froom states she is moving that Campisi be appointed speaker and that the Executive Committee fix the remuneration.

*Vote carries.*

Kashyap welcomes Campisi.

Caitlin Campisi states she is happy to chair meetings this year.

#### 4. Approval of Minutes

MOTION            Moved: Froom                      Seconded: Pyne

Be it resolved that the Minutes package be approved as presented.

- a. 2015-2016 Board of Directors' Meeting #8 – April 25, 2016
- b. 2016-2017 Board of Directors' Meeting #1 – April 25, 2016
- c. Executive Committee Meeting #1 – June 2, 2016

d. Executive Committee Meeting #2 – June 17, 2016

DISCUSSION

Froom states typo in Item A of the Minutes Package, the residence rates increased by 18% not 8% as noted in the minutes and this should be corrected.

Speaker states this is typographical and with consent can be amended without motion.

*Vote carries.*

5. Executive Reports

MOTION            Moved: Kashyap            Seconded: Froom

Be it resolved that the Executive Reports be approved as presented.

- a. President
- b. Vice-President Internal
- c. Vice-President Equity
- d. Vice-President Events & Outreach
- e. Vice-President External

DISCUSSION

Kashyap asks who presents if an Executive is not present.

Sandhu states that no one is required to present but the President or other members of the Executive can present and/or respond to queries.

The Speaker states that the reports are presented for information in the package.

Kashyap states that we have been in conversation with Sandy Welsh, the Office of the Vice-Provost Students and had an introductory meeting introducing ourselves as students and APUS representatives. She states we discussed the issue of sexual violence on campus, hosting events on campus for marginalized students and more. She states we will continue dialogue with future meetings and continue to bring forward items for discussion. She states the Policy on Open, Accessible, Democratic Autonomous Student Organizations has been an issue for a couple of years. She states this shifts the responsibility from student organizations to resolve grievances (which can still be done) to the Governing Council. She states that this is about conflict resolution within student unions (all five central student unions). She states this Policy passed at Governing Council in June. She states that all of the central unions with exception to UTSU spoke well and spoke against the Policy. She states there was a protest outside of the meeting that followed. She states the University Administration has struck three panels to address sexual violence on campus. She states that there is room for anyone who wants to get involved. She states that the University Administration is working on a deadline of January 2017 to be compliant with the new law on sexual violence and harassment. She states that there is interest in hosting student-based forums. She states that there are a few job opportunities at APUS coming up including the Services Coordinator, Campaigns and Advocacy Coordinator and Student Information Clerk. She states that we would love to see lots of applications for the Student Information Clerk position and all positions really, so she encourages members to promote. She states that the Executive retreat

took place at the UTM campus. She states that this gave the Executive an opportunity to experience residence and life at UTM campus. She states that the Executive discussed and planned for the year ahead. She states that we covered a number of internal protocols through training as well. She states that we also had our board retreat recently, which had more discussion about equity issues and how we want to move forward. She states that we also attended the CFS National General Meeting, where there was ample discussion about the UofT Policy on Student Organizations, with lots of support from student unions across the country. She states we also set a new National Day of Action and Fight the Fees campaign. She states there was a wonderful presentation on incorporating indigeneity in academia by representatives from the University of Winnipeg Students' Association. She states we were in the middle of planning for Pride when the events of Orlando occurred. She states that APUS organized a vigil with LGBTQOUT. She states that we created a space and LGBTQOUT was able to use that space. She states there is an article in the Varsity covering this. She states we held a great Pride Picnic and photos are online on the APUS Facebook page. She states that she was a part of organizing an event through the CAR Equity Committee. She states that the panel focused on racialized issues in athletics, with lots of discussion that followed. She states that Gretchen Kerr, Co-curricular Dean of KPE committed to addressing issues. She states that we attended the Student Leadership Conference organized by Student Life. She states the turnout was low but it was still a good opportunity to meet other students.

From states the Union Steward also sits on the Hiring Committee.

Cullen asks if these events were all shared with Board members.

Kashyap asks which events in particular.

Sandhu describes notice for various events for Board members as done through the email list-serv. She states that some of these are APUS events, some are not, and some events are geared towards Executives and some towards Board members and others.

Kashyap states that some of these initiatives are reported on afterwards as opposed to being items required for Board members to attend.

*Rambali enters at 6:37 pm.*

From states that we are looking to fill two full-time positions and Student Information Clerk. She states that the timelines are looking like mid-August for hire for the full-time positions and early September for Information Clerk. She states that all of our staff with exception to the Executive Director are unionized. She states the Union often orients the Executive and we may open up to the Board members to participate in a training session. She states we are looking to host a staff-executive luncheon. She states that in terms of health and dental plans, folks will recall the Board approved a 10% increase to the premiums and even with the increase we still have highly affordable plans and students continue to access the plans in high numbers. She states that as usage increases this drives up the costs and we need to address the gaps. She states that as such we are looking to decrease the overall coverage amount for prescription drugs from \$2000 to \$1500 and to lessen the total dental coverage amount from \$600 to \$500. She states we will be encouraging students who do go above the total coverage amount for prescriptions to access the Ontario Trillium drug coverage to address the reduction. She states we will also be promoting the dental network discounts to help students to address necessary reduction. She states that we are looking to reduce the temporary inactive

period, which currently lasts until November to October. She states this will allow students to access their coverage sooner, especially those who are new students. She states that we are looking to continue work of last year's Bylaw Review Committee this year. She states that APUS members may soon become eligible for the CFS ISIC, a card that students can use internationally for discounts. She states that these discounts go above and beyond the Student Saver currently available for part-time students. She states if this becomes available, we will promote in September and aim to issue the cards ourselves in Fall. She states that we have organized the offices and cleaned out more space for Board members and staff workspaces. She thanks staff for their efforts. She states that we are looking into changing our banking relationship away from RBC as there are concerns about ethics with respect to their practices in investments. She states that we will be looking to switch to Alterna Savings, a credit union. She states that this will also help us incur lower costs.

Rambali states that banks are covered by federal deposit insurance and credit unions are currently provincially insured. She states that deposit insurance covers up to \$100,000 limit per account. She states that folks should look into this while they investigate this option.

Campisi states that if there are questions or comments for Vice-President Equity report these can be brought forward.

Kashyap states that there is a \$15 and Fairness campaign, which is a wonderful community-based campaign. She states that meetings are held on campus monthly, and there are people from various unions present. She states it creates a strong community environment.

Campisi states that if there are questions or comments for Vice-President Events and Outreach report these can be brought forward.

Sandhu provides an update on Caribana.

Pyne states that there is one representative per student union or local for the CFS, which is him in the case of APUS. He states he is always available for questions, comments and concerns. He states that there will be an upcoming CFS Ontario General Meeting which folks are welcome to attend. He provides an overview of CFS Skills Symposium organized by CFS that is a service to student unions. He provides an overview of the workshops held. He states this is one service but others are provided by CFS including the ISIC. He states this is a discount card that students can use around the world. He provides an overview of the distinction of the ISIC and Student Saver, including eligibility for part-time students. He states that we had the CFS National Meeting, where we really heard about the lack of a government vision for education. He states that education is administered provincially. He states that APUS will be working on the National Day of Action and will continue the fight for free education past that date. He states that he knows from the Board Retreat he knows there are ideas that folks have for the campaign. He states that APUS served an emergency motion at that meeting about student union autonomy. He states that the Administration does not realize that student unions are incorporated not-for-profit corporations. He states students have the right to participate in their unions and we always seek to invite students to participate. He states that the UofT Administration does not respect student union autonomy. He states this motion put forward by APUS and UTMSU received a lot of support.

Kashyap states that there is a CFS Ontario meeting coming up and she would like to ask if there is interest from directors in attending.

Gawronski and Cullen state interest.

Cullen asks about details and if this is a learning space.

Pyne provides details about the structure of CFS and CFS Ontario. He states there are two meetings each year of each body. He states for the Ontario General Meeting, student unions from across the province will meet. He states we can hear about student issues and come together as a united group.

Kashyap states that this is a governance body.

Sandhu states that there are formal sessions including meetings of the whole and smaller groups, as well as meetings for individuals. She states there are also workshops.

Froom describes the constituency group structure. She states that it is an opportunity to learn but also to shape.

Gawronski states that there are often guest speakers and also that you can hear issues affecting students across different unions.

Kashyap states that it is not similar to learning in a classroom, but more by participating.

Campisi states there is a deadline for registration.

Sandhu states the deadline is July 28, 2016 and she will circulate an email to the Board.

*Vote carries.*

6. Executive Honorarium

MOTION            Moved: Kashyap            Seconded: Froom

Be it resolved that APUS Executives be compensated \$500.00 a month for APUS work retroactive to May 1, 2016, provided that they participate in:

- a. A transition meeting with the Executive Director and/or the President, and
- b. A planning meeting for annual initiatives with the Executive Director and/or President; and

Be it further resolved that Executives hold each other accountable for APUS work being done; and

Be it further resolved that Executives meet two or more times a month for a team check-in and report on APUS work; and

Be it further resolved that Executives produce written reports and present reports on their work to the APUS Board at Board meetings; and

Be it further resolved that concerns regarding Executive performance be directed to the President, and that the President be granted authority to withhold an honorarium cheque if there are concerns about Executives fulfilling their duties.

#### DISCUSSION

Kashyap states that APUS Executives receive an honorarium. She states that every year a motion is put forward from the Executive regarding what type of honorarium structure should be brought forward. She states each year the Executive establishes the system in an Executive Meeting and then brings it forward to the Board for approval. She states that there are some additional clauses around accountability mechanisms. She states that the amount is similar to the last year.

Rambali asks for clarity around the amount per Executive and if additional compensation would be considered.

Kashyap states that we established the baseline around \$500.00 and there can be discussion about additional compensation.

Rambali states that in the Executive Committee minutes it states that in the previous year there was a time sheet process for those who did over 80 hours a month but that was in 2014-2015 and not 2015-2016 for clarity. She states in the discussion Froom raised addressing compensation for additional hours worked and she is wondering how that would be addressed.

Campisi states that she is hearing a question about how to address Executives when they complete more hours and that this is a recommendation for the Executive. She states there is no comment on the current motion on the floor. She seeks additional comments and questions.

Kashyap states this motion is about accountability and setting about a process. She states that if extraneous circumstances occur, they can and will need to be addressed.

Rambali asks about the last clause, if there are concerns brought forward to the President, who is considered as bringing those forward to the President.

Kashyap states anyone, including Board members, and could be open to members.

Sandhu states that this clause is in addition to Board and member mechanisms already in place for holding Executives to account, and does not affect those mechanisms.

Rambali states that she is concerned about privacy and having such discussions in front of the Board. She states that she would hope this to be in-camera.

Sandhu states that the Board can always go in-camera for sensitive and private discussions.

Kashyap states that this is a mechanism for her to hold Executives to account as she is signing cheques. She states there also needs to be a mechanism in place for holding her to account. She is open to suggestions but hopes this will serve as a baseline process.

*Vote carries.*

7. Bylaw Committee  
MOTION Moved: Froom Seconded: Pyne

A. Be it resolved that the Bylaw Review Committee be renewed by the Board as a Special Committee for the 2016-2017 year; and  
Be it resolved that the Committee be chaired by the Vice-President Internal, who shall be a voting member; and  
Be it further resolved that the President serve as an ex-officio member of this committee as per Bylaw 8.03 (iii); and  
Be it further resolved that three additional members of the Committee be elected by and from the 2016-2017 Board of Directors; and  
Be it further resolved that the Committee prepare amendments and/or recommendations to the Board and Assembly for approval no later than January 31, 2017.

#### DISCUSSION

She states that we had a Committee in place and more work is required so we are seeking to re-strike the Committee. She provides an overview of the proposed Committee structure. She states we will also nominate members today. She states this will involve some in-person meetings.

Cullen asks what this group vote on.

Froom states changes to the bylaws as brought forward by this Committee.

*Vote carries.*

Kashyap asks if she can designate someone else in her place.

Campisi states she can designate someone in her place.

Rambali asks about voting rights of designate.

Sandhu reads bylaw and states it is not explicit and there is no past practice to report on.

Campisi asks if the intention is to seek nominees to be appointed at this meeting.

Froom states yes.

Kashyap states that not everyone on the Board is here and it may not be fair to strike.

Sandhu states that the intention was for the Committee to be struck at this meeting. She states that we can postpone the appointment but notice of the motion was sent to the Board as a whole and folks could have indicated interest.

Campisi states there is no motion on floor but she will take some discussion points and then take a motion to appoint three individuals now.

Kashyap states she supports striking the Committee today given that nothing excludes those not present today from serving ideas and that the group present today is likely the group from which committee members would be chosen.

B. Appointments to Bylaw Review Committee

MOTION            Moved: Froom            Seconded: Kashyap

Be it resolved that Richie Pyne, Christine Cullen and Maina Rambali be appointed to the Bylaw Review Committee for 2016-2017 year.

DISCUSSION

Campisi asks for nominees for the Bylaw Review Committee for 2016-2017.

Pyne nominates self.

Kashyap nominates Rambali.

Froom nominates Cullen.

Cullen accepts.

Rambali accepts.

*Ebifegha enters at 7:46 pm.*

*Vote carries.*

8. Bylaw Change

MOTION            Moved: Froom            Seconded: Kashyap

Be it resolved that Bylaw 6.12 be amended to read:

6.12 Notice of Meetings

Notice of Board Meetings shall be given by electronic mail at least ten (10) days prior to the date of such proposed meeting. Notice shall not be necessary if all Directors are present or if those absent waive notice or otherwise specify their consent to the holding of such meeting; and

Be it further resolved that the 2016-2017 Bylaw Committee review Bylaw 6.12 and prepare any additional recommendation on its amendment to the Board no later than January 31, 2017.

DISCUSSION

Froom states that the current bylaws ask us to publish meetings dates by June 30th each year for all regular meetings. She states this is impracticable because we do not know who will be Assembly members each term and Board members may not know their schedules. She states the Board has authority to make amendments to bylaws. She states the current process is impracticable and the Bylaw Review Committee can review this in greater detail but this provides us with a practice we can reasonably fulfill.

Rambali states that electronic mail does not allow for confirmation and perhaps a confirmation reply could be done.

From states that the Bylaw Review Committee can review this. She states that there is a section in the bylaws elsewhere to address notice of meetings. She states that she does not think it should be included in this particular section. She states this mainly seeks to address the publishing of a schedule by June 30.

*Vote carries.*

9. Adjournment  
MOTION            Moved: Gawronski            Seconded: Wilson

*Vote carries.*

The meeting adjourned at 7:53 pm.

**b. Executive Committee Meeting #3 – July 12, 2016**

In attendance: Mala Kashyap, Margaret Ebifegha, Susan Froom, Richie Pyne (on phone)  
Regrets: Modele Kuforiji

**1. Call to order**

The meeting was called to order at 10:42 am.

**2. Check-ins**

Kashyap states she is here and happy to be here.

Ebifegha states she just started summer school and it's okay. She states she joined the \$15 and Fairness conference call, and legal aid workers are trying to unionize and they are protesting their workplaces.

Froom states she is fine and she is frustrated about signing up for classes.

Pyne states he is going to Black Liberation Town Hall at UTM shortly. He states that the last couple of weeks have been difficult and there are a lot of conversations going on where you can see where folks stand on critical issues.

Sandhu states she similarly has been in deep conversations with people around her. She states she is hanging in and appreciates that other folks are present.

**3. Approval of Agenda**

Moved: Kashyap      Seconded: Ebifegha

*Vote carries.*

**4. Items of Business**

**a. Management Update**

**i. Banking Arrangements**

MOTION      Moved: Froom      Seconded: Kashyap

Be it resolved that pending confirmation of the lower rates for credit card and banking fees, APUS investigates and switch over its everyday chequing accounts and credit card to Alterna Savings.

**DISCUSSION**

Froom states that she recommends switching our business finances to Alterna for ethical reasons, as it puts us in alignment of APUS' values. She states that the interest rates for credit are lower which is a positive. She states the location is a bit farther.

Ebifegha asks how much we would be saving.

Froom says the exact amount is not clear, but certainly with respect to credit it could create savings when there is a balance. She states that there have been ethical concerns with respect to

RBC's investment in the tar sands.

Kashyap asks if there are other options for credit unions.

From states Meridian is an option but Alterna looks more favourable.

*Vote carries.*

ii. CUPE training

From states we are trying to arrange a half-day of training with CUPE 1281 for Employer Training with all executives and an invitation to Board members.

iii. Staff-Executive Luncheon

From states we are trying to arrange a staff-executive luncheon and to stay tuned for a doodle poll.

**b. CFS Toronto Action Coalition**

Pyne states that as folks know, at the NGM, there was a discussion of the creation of regional action coalitions in preparation for the National Day of Action. He states that Rajean Hoilett has sent out a doodle.

Sandhu states the meeting looks like it will be at 1 pm and it will be at George Brown College at Casa Loma campus.

Pyne states he will provide local report-back at the Coalition meeting.

**c. Response to Policy on Open, Accessible, Democratic and Autonomous Organizations**

Kashyap states that now that the Policy has been adopted, she would like to suggest that we file official correspondence to the Administration that we do not consent to the Policy and we will not be appointing a representative.

From states that we should also make clear we will not seek out the appeals board as a remedy and that if there are complaints about APUS, we will use our internal complaints' process. She states that further to this, we have a Memorandum of Understanding with other student groups and we should clarify the signatories on that document and seek to expand the number of signatories.

Pyne states that if we do not send an APUS representative, they will appoint someone else who will be problematic.

Kashyap suggests that the message include lack of consent since everyone agrees with this, and that it may be redundant to indicate that we will not be appointing someone. She asks if Sandhu can draft something to this effect.

**d. Black Lives Matter (BLM) Statement**

Kashyap states she circulated a petition that was drafted by health care workers in support of BLM. She states that she sees it as valuable for individual members to express themselves. She states that she could see something similar for our members. She states that she would like to bring forward the idea of pursuing a statement of BLM on our website and social media. She states that there is interest from Christine Cullen to support the Black Liberation Collective and she would like to see the specific scope of the Collective.

Froom states that perhaps we should bring this forward to the Board.

Kashyap states she knows this is hard on our members and we want to be part of racialized community discussions and show that we are open.

Sandhu states she thinks it would make sense for the Executive to put out a statement, and seek to engage Board members on this issue as well. She states that Cullen is interested in bringing forward some ideas and we should support that coming forward to the Board. She states that she will connect with the BLC with regards to specific ideas that Cullen has had.

Kashyap asks Sandhu to draft a statement.

**e. Toronto and York Region Labour Council membership**

Froom states we have previously had membership and she would like to investigate the cost and seek membership again. She states that this allows us to attend meetings and conferences.

**f. Cell phone allowance**

MOTION            Moved: Froom            Seconded: Ebifegha

Be it resolved that APUS Executives receive a cell phone allowance of \$25 per month for the use of costs associated with APUS usage.

**DISCUSSION**

Froom suggests that in the past year there was a cell phone allowance of \$25 and she would like to suggest increasing the cost to \$35.

Ebifegha states that she supports an allowance.

Pyne states that \$35 is high, supports \$25.

Sandhu states this should reflect the costs associated with APUS requirements for usage of cell phone.

Kashyap states \$25 makes sense.

*Vote carries.*

**g. \$15 and Fairness**

Froom states there is a meeting today and she can attend if needed.

Ebifegha states she is attending and states others are welcome to attend.

#### **h. Caribana Event Planning**

Sandhu provides an update on Caribana Event Planning on behalf of Kuforiji. She states that we have invited student groups and student unions to collaborate. She states that we were looking to do an event on July 27 from 4-7 pm at New College Quad. She states that we were looking to do food and music and having clubs table. She states that it's been a slow uptake so if we do not hear back from enough groups, we will seek to make it an outreach initiative hosted by APUS on Sid Smith patio with food. She asks if folks are okay with this.

Everyone stated their agreement.

#### **i. Meeting with the Vice-Provost Students**

Kashyap asks if folks are individually prepared to bring forward items and if we have time to prep as a group.

Sandhu states we should discuss items we want to bring forward and prep for the meeting.

Ebifegha states that she appreciates the prep in terms of knowing what we collectively want to bring forward.

Kashyap states that perhaps we should cancel the meeting for Thursday and pursue a meeting in August where we prepare all of the major items we wish to bring forward.

Froom states that she supports a longer meeting in August of two hours.

Pyne states he supports this idea.

#### **5. Adjournment**

Moved: Kashyap      Seconded: Ebifegha

*Vote carries.*

The meeting adjourned at 12:00 pm.

**c. Executive Committee Meeting #4 – July 28, 2016**

In attendance: Mala Kashyap, Richie Pyne, Susan Froom  
Regrets: Modele Kuforiji  
Staff: Danielle Sandhu

**1. Call to order**

The meeting was called to order at 10:28 am.

**2. Check In**

Kashyap states that she is feeling replenished following the last weekend.

Sandhu states she is a bit tired, following the heat, rain and preparation for Caribana but she is happy with the event.

Froom states that her cast is off and she is more mobile. She states she too finds the heat tiring.

Pyne states that he is running off of two hours of sleep.

**3. Approval of the agenda**

MOTION            Moved: Kashyap            Seconded: Froom

Be it resolved that the agenda for the July 28, 2016 Executive Committee meeting be approved as presented.

**DISCUSSION**

There was none.

*Vote carries.*

**4. Items of Business**

**a. Management Update**

Froom provides an update on the visit to Alterna Savings with Sandhu. She states there will be no banking fees associated with the chequing account and that the credit union offers additional services. She states they also offer seminars, including on topics of financial literacy, which we could offer to our members.

*Ebifegha enters at 10:40 am.*

Froom states the Hiring Committees are moving along. She states that we need an Executive representative for the Information Clerk hiring committee. She states as the goal is to post the job next week, we need to know who is interested by Friday.

**b. Board Meeting**

**Motion to go in camera**

Moved: Froom                      Seconded: Kashyap

The meeting went in camera at 10:50 am.

**Motion to go out of camera**

Moved: Kashyap                      Seconded: Pyne

The meeting went out of camera at 12:04 pm.

Kashyap states that we will need to resume this meeting this afternoon to finish the items of business. She asks if there are items of priority.

Sandhu states that we have received a request from Bike Chain to do a short presentation at the Board level and she needs to confirm pending Executive approval. She states the preliminary budget needs to be approved by the Executive prior to being served to the Board. She states that registration for the CFS Ontario meeting is due today so we should confirm our registrants.

**Motion to Recess**

MOTION                      Moved: Kashyap                      Seconded: Ebifegha

The meeting went into recess at 12:16 pm.

The meeting resumed at 4:08 pm.

1. Bike Chain

Froom asks if they are interested in seeking an APUS levy.

Sandhu states they are and that this is meant to be a short five-minute overview with room for questions.

Everyone consented to Bike Chain presenting.

iv. Preliminary Budget

Sandhu states that if folks have reviewed the budget and are comfortable the budget can be approved now. She states alternatively folks can review and provide their approval via email by the end of the day.

It was decided that the team would review the budget and provide their approval by end of day.

**c. Hiring Committee**

Froom states she can fill the position if no one else is available but would prefer to see someone whose portfolio more aligns with the needs of the role to sit on the Hiring Committee. She asks if others are interested.

Ebifegha states she is not interested.

Kashyap states she is unavailable.

Pyne states he is interested.

Pyne was selected as the Executive representative.

**d. CFS Ontario Registration**

Sandhu states that we need to confirm our registrants. She indicates all of the Executives and Board members who have expressed interest in attending. She further states there are a couple of students Ebifegha has been in touch with who are interested in attending. She states these students may be full-time.

Ebifegha states that she can follow up on her previous conversation with Jasmine Denike from the UTSU about sending interested full-time students to CFS meetings. She states Denike had indicated that we could connect interested full-time students with her.

**e. Meetings with SCSU, UTMSU, UTSU**

Kashyap states that it is important for us to establish right relationship with UTMSU, SCSU and UTSU. She states that we have tried to maintain strong relationships and work together where possible. She states that there have been some challenges, especially where we consider that that a sister union has supported the Administration's policy on student unions affecting our autonomy, but that it is important for us to continue to engage and support each other. She states that she is trying to coordinate meetings with SCSU, UTMSU and UTSU, potentially one-on-one's with her counterparts to help ensure they better understand APUS as an organization and the needs of our members.

Sandhu states that we must always centre the best interest of our members and students at-large in our work. Sandhu states that she is available to provide details about the history of the evolution of representation on the Scarborough, Mississauga campuses, and the relationships between the central students' unions.

Kashyap states that would be great.

**5. Adjournment**

MOTION            Moved: Pyne                            Seconded: Froom

The meeting adjourned at 4:59 pm.

### III. EXECUTIVE REPORTS

#### 1. President – Mala Kashyap

##### **Anti-bias Training**

We have been involved in consultations with the University Administration around anti-bias training for front-line staff. This approach seeks to address individual biases and attitudes that perpetuate forms of oppression and discrimination within staff including those who are in registrar offices and student life. APUS is also seeking to be a part of the anti-bias training being developed for faculty. The University Administration is employing an external consulting firm, Turner Consulting Group, to assist with the development of this training. If you have any questions about this, please contact our Vice-President Equity ([vpequity@apus.ca](mailto:vpequity@apus.ca)).

##### **Letter of Support for Students for Barrier Free Access**

We have recently drafted a letter of support for SBA who is applying for federal funding to support a complete upgrade of their Accessibility Computer Lab. If successful, the Enabling Accessibility Fund will help support the only community-directed, fully accessible adaptive computer lab at the St. George campus. APUS is pleased to support this initiative as it will assist many of our members, including those who are not registered at Accessibility Services and who would not have access to resources elsewhere.

##### **Anti-Sexual Violence Advocacy**

APUS has been involved in an ongoing dialogue, which began with Students for Barrier free Access and the Centre for Women and Trans People last year. This exchange resulted in a series of discussions with the contributions of individual students who would enter and exit the dialogue over the course of months. Many clubs and some course unions were also involved and helped to shape an open letter (currently posted here: [apus.ca/openletter](http://apus.ca/openletter)). Our partner groups included the Black Students' Association, Afghan Students' Association and Aboriginal Studies Students' Union, as well as the SCSU, UTMSU and GSU. A few campus groups also signed onto the letter. This has grown into an anti-sexual violence coalition. This year, with turnover in all of these organizations, we are continuing to evolve. The coalition is currently thinking through holding student-led consultations in the Fall on a campus-specific basis. APUS will work to ensure that our members across all three campuses are well-represented in this process.

##### **Meetings with SCSU, UTSU, UTMSU**

As part of our efforts to support and collaborate with our sister student unions, I will be coordinating meetings with the SCSU, UTSU and UTMSU. These will either be full executive meetings or in the least one-on-ones with the Presidents of our sister unions. We want to be sure to establish right relationships with each of them and ensure we can work together in support of part-time students.

##### **Draw the Line**

We have met with the University Administration in regards to a campaign called "Draw the Line". The Administration seems to want to see this campaign implemented on campus ahead of the development of the Sexual Violence policy. Susan Froom, Richie Pyne and myself attended a meeting with Lucy Fromowitz to learn more about the campaign. From my own reflections, I

would say that while some of the groups behind the campaign have strengths in terms of their pro-choice and feminist stances, there is an underrepresentation of racialized and marginalized student realities. The campaign features cis-gendered and heteronormative messaging and ideas. The messaging surrounds the deterrence of sexual violence but with no policy on sexual violence, and still no acknowledgement of rape culture being perpetuated in the institution, this campaign is limited. The Administration still seems set on implementing this campaign while seeking the buy-in of students. We will be providing a submission on this campaign to Fromowitz.

## **2. Vice-President Internal – Susan Froom**

### **Human Resources**

#### **a. Hiring**

As noted in my last report, we are in the process of hiring for two permanent full-time and one four month part-time position.

The Hiring Committee for the Student Information Clerk (part-time 4 month contract) was recently finalized as follows: Richie Pyne, Vice President External; Danielle Sandhu, Executive Director; Shevan Bastian, Information Clerk (Shop Steward)

The Hiring Committees for the full time positions have reviewed and approved the job postings, pursuant to our Collective Agreement. The full time job postings have been advertised via the Charity Village website, the APUS website, the CFS Ontario list serve, the University of Toronto Career Learning Network, to all staff, executive and Board members, and via APUS Social Media. Applications were due by August 3, 2016. The Committees will be scheduling interviews for August 16-18. We hope to have both full time positions hired and trained by September 1, 2016.

The Hiring Committee for the Student Information Clerk position has reviewed and approved the job posting. It will be posted for two weeks with applications due by August 14, 2016. We hope to have the new Information Clerk hired and trained by September 9, 2016.

#### **b. Other Human Resources Matters**

We are working with CUPE to host an employer training and orientation session for the Executive (as required by our Collective Agreement). This training normally occurs within the first six weeks of term, but due to turnover at CUPE 1281 we have agreed to host in mid-to-late August. Board members will be welcome to attend and will be informed once a date and time are set.

We held the Staff – Executive luncheon on Wednesday, August 3, 2016. This was a great way for staff and executives to interact informally.

The Executive Director will be taking several accumulated lieu days owed between now and the end of September. These lieu days will primarily be on Fridays.

### **Finance**

#### **a. 2016-2017 Budget**

A preliminary budget has been developed for the 2016-2017 year. See the Appendix.

#### **b. Banking**

The Executive Director and I had a meeting with Alterna Credit Union. They can offer APUS substantial savings on service charges as well as offering us additional services. Additionally, they better reflect the ethos of APUS than our current bank, RBC. APUS will be switching its chequing account to Alterna shortly. Unfortunately, the credit card offered by Alterna offers only a slightly better interest rate than RBC. We will continue to shop around.

### **By-law Reform**

I have reviewed the unconsidered submissions to last year's committee together with the Executive Director with an eye to prioritization. A doodle poll has been sent out to Committee members to establish a meeting time.

### **Other Activities**

In addition to duties particular to my role as VP Internal, I have participated in the following together with some of the other executives: I have attended two planning meetings of the CFS GTA coalition on "Fight the Fees"; I have met with the Vice Provost Students, Sandy Welsh, to discuss plans around U of T's anti-sexual violence policy and initiatives development; I have met with the head of the office of Student Life, Lucy Fromowitz, to discuss a proposed new anti-sexual violence training approach (Draw the Line); and I have helped with the set up and tabling at our Caribana event.

### **3. Vice-President Equity – Margaret Ebifegha**

#### **Anti-bias Training**

Based on the request from student society group on campus, the University is now in the process of conducting an anti-bias training for faculty and front-line staff. Student representatives were given the opportunity to share their perspectives with the consultant. Student feedback will be shared, student identity will be protected, all information provided presented will be submitted to the University Administration as a recommendation. APUS, UTMSU, SCSU, GSU and UTSU were all represented at this meeting. Most student union representatives were against the title of the training. They suggested anti-oppression rather than anti-bias training. The student unions present are also preparing a lobby document which will be presented to the consultant, Tana Turner. If you have questions or want to talk more about this, you can contact me and learn how you can get involved.

#### **Mature Kick start - Student Life**

APUS will be collaborating with student life on a Kick-Start mature students orientation in September. APUS programs, campaigns and services will be highlighted including our breastfeeding station at Sidney Smith and our affordable printing services.

#### **Labour Union and Income issue**

The \$15 and Fairness Volunteer and Ally network are working on how to support various groups and union ahead of the Changing Workplace Review report that is expected to be released before the end of the month. The report is expected to address wage gap and the deteriorating working conditions.

#### **Queer Orientation**

Various student groups and clubs came together to share or find out more about queer orientation for collaborative partnership with other groups. We will be participating either as a union. It is important for queer students coming to the university to know that they have a safe space at APUS.

#### **UTMSU Mature Student Orientation**

APUS representatives including our Vice-President External, Events and Outreach Coordinator and myself have started a planning mature student for orientation with UTMSU. There is a follow up meeting next week. If you would like to support this initiative or know someone who would benefit from it, please inform them. General information will be sent out once plans have been finalized. It was a successful event last year and we look forward to it being as successful this year with more students engaging with our services and campaigns.

**U of T Indigenous Student Coalition:** APUS is working to strengthen collaboration with Indigenous students at the University of Toronto and help act on the 94 Calls to Action of the Truth and Reconciliation Commission. If you have any ideas or would love to learn how you can join this coalition and support this group, feel free to contact me at [vpequity@apus.ca](mailto:vpequity@apus.ca)

#### **4. Vice-President Events & Outreach – Modele Kuforiji**

##### **Caribana Patio Lime – July 27, 2016**

On Wednesday, July 27, 2016 we hosted a Caribana Patio Lime event on the Sid Smith patio. This event was in collaboration with the Black Students' Association at UofT, Students for Barrier Free Access (SBA), African Students' Association, African Studies Course Union, UT Graduate Students' Union, Scarborough Campus Students' Union, Caribbean Connections UTSC, UTM Students' Union (UTMSU), and the Canadian Federation of Students. The event featured music, performances and free food. A number of our campus partners tabled at the event and it was a great opportunity for us to engage students. In particular we wanted to ensure the visibility of Black, African, and Caribbean students on campus. Thank you to everyone who attended and volunteered with the event. It was a great success!

##### **APUS Open House and General Meeting – September 21, 2016**

We are looking to host an open house in the APUS offices in September. This will be an opportunity for our members to walk into the offices and meet all of our staff and executives who work in the office and get to see the space. This will take place from 1-5 pm on September 21, 2016. This will be followed by a General Meeting at 6-8 pm which will include an introduction and welcome from the Executives, a presentation on what we are doing this year, and followed by a meet and greet social in the Board Room.

##### **APUS Orientation – September 26-28, 2016**

We are currently recruiting volunteers to help with APUS Orientation. This year we are looking to do a two-hour orientation session on each campus from September 26 – 28, 2016. This two-hour session will include short workshops on navigating campus, academic success, finance, and APUS services and programs. We are still looking to finalize the details and welcome suggestions. If you are interested in being involved to shape the event or volunteer on the day of, please contact me at [vpoutreach@apus.ca](mailto:vpoutreach@apus.ca).

## 5. Vice-President External – Richie Pyne

### **UTMSU Black Liberation Townhall – July 12<sup>th</sup>, 2016**

On July 12<sup>th</sup>, I attended the Black Liberation Townhall meeting the University of Toronto Mississauga Campus, hosted/chaired by UTMSU's VP External (Marise Hopkins). This meeting was a closed, safe space for Black-identifying folks and community members to decompress, share, and discuss the oppression of anti-black racism in our society. Among other things, we discussed police brutality and the media coverage and deaths of Alton Sterling and Philando Castle.

### **Canadian Federation of Students: Toronto Action Coalition Meeting - July 14<sup>th</sup>, 2016**

The Toronto Action Coalition is an open regional group made of up CFS Ontario member locals or student unions that reside near or within the Greater-Toronto Area. In this space, APUS and other member locals come together to collectively organize around the newly developed "Fight the Fees" Campaign and planning for the upcoming National Day of Action on November 2<sup>nd</sup>, this year. We will be looking to host Coalition meetings on campus for APUS members and anyone interested in the fight for free education. Any and all Board members who are interested in being involved can contact me at [vpexternal@apus.ca](mailto:vpexternal@apus.ca).

### **Ontario Government: Anti-Racism Directorate – July 14<sup>th</sup>, 2016**

I attended the Ontario Government Anti-Racism Directorate's first public meeting at Daniel's Spectrum. Many racialized, marginalized, and indigenous folks spoke and addressed the systematic oppressions of racism that currently exists within the government, and within our communities. Many other equity-seeking groups and unions expressed solidarity with the Black Lives Matter – Toronto movement in front of Premier Kathleen Wynne, MPP Michael Coteau, and Toronto Mayor John Tory, and many other politicians in attendance. The Anti-Racism Directorate was created last February with the purpose "to address and prevent systemic racism in government policy, legislation, programs, and services". We look forward to seeing future meetings and the outcome of these discussions in terms of tangibles. For more information about the Anti-Racism Directorate and its mandate, aims, background, resources, and potential meeting times can be found at <https://www.ontario.ca/page/anti-racism-directorate>. If you have any questions about this or other anti-racism initiatives, please contact me at [vpexternal@apus.ca](mailto:vpexternal@apus.ca).

**IV. PRELIMINARY BUDGET 2016-2017**

**ASSOCIATION OF PART-TIME UNDERGRADUATE STUDENTS**

Local 97, Canadian Federation of Students

DRAFT PRELIMINARY BUDGET 2016-2017

Fiscal year ending April 30, 2017

**REVISED REVENUE**

	<b>Revised Budget</b>	<b>Preliminary Budget</b>
	<b>apr./16</b>	<b>Aug./16</b>
<hr/>		
<b>MEMBERSHIP FEES</b>		
Summer Term (May-Aug 2016)	174,406.00	170,000.00
Transfer to OPIRG(3)	12,721.00	12,000.00
Transfer to CFS (3)	47,195.00	46,000.00
Fall and Winter Terms (Sep-Dec 2016, Jan-Apr 2017)	172,276.00	168,000.00
Transfer to OPIRG(3)	6,292.00	6,200.00
Transfer to CFS (3)	46,685.00	46,000.00
<b>Sub-total</b>	<b>459,575.00</b>	<b>448,200.00</b>
<hr/>		
<b>SERVICES</b>		
Health and Dental Plan Administration(1)	100,000.00	100,000.00
Student Printing Service	-	3,000.00
<b>Sub-total</b>	<b>100,000.00</b>	<b>103,000.00</b>
<hr/>		
<b>OTHER</b>		
Interest Income	187.00	200.00
Miscellaneous Income(2)	4,982.00	1,000.00
<b>Sub-total</b>	<b>5,169.00</b>	<b>1,200.00</b>
 <b>TOTAL OPERATING REVENUES</b>	 <b>564,744.00</b>	 <b>552,400.00</b>

**Notes:**

1. Exact figure cannot be determined until the end of the policy year. Also note that plan fees (collected from members) for premiums are not included.
2. Miscellaneous revenue includes event ticket sales, membership dues for 2015-2016.
3. These monies are remitted directly to OPIRG and CFS.

<b>REVISED EXPENSES</b>	<b>Revised Budget apr./16</b>	<b>Preliminary Budget aug./16</b>
<b>MEMBERSHIP FEES</b>		
Summer Term	Transfer to OPIRG(1) 12,721.00	12,000.00
	Transfer to CFS (1) 47,195.00	46,000.00
Fall & Winter Term	Transfer to OPIRG(1) 6,292.00	6,000.00
	Transfer to CFS (1) 46,685.00	46,000.00
	<b>112,893.00</b>	<b>110,000.00</b>
<b>SERVICES</b>		
Scholarships & Bursaries(2)	6,600.00	7,000.00
Accessibility Subsidy	541.00	1,000.00
Daycare Subsidy	1,000.00	1,000.00
Health and Dental Plan Administration	100,000.00	100,000.00
Student Printing Service	-	6,000.00
Income Tax Clinics	30.00	200.00
<b>Sub-total</b>	<b>108,171.00</b>	<b>115,200.00</b>
<b>CAMPAIGNS, PROJECTS, EVENTS</b>		
Campaigns and Projects	1,605.00	1,700.00
Events and Outreach	30,000.00	23,500.00
Coalition and Solidarity	0	2,000.00
<b>Sub-total</b>	<b>31,605.00</b>	<b>27,200.00</b>
<b>ADMINISTRATION AND OFFICE</b>		
Audit	7,910.00	7,910.00
Bank Charges	1,686.00	750.00
Computer Supplies and Maintenance	2,500.00	2,000.00
Copier Services and Supplies	8,404.00	2,500.00
Insurance(3)	5,040.00	5,100.00
Legal	6,942.00	6,000.00
Telephone	3,333.00	3,200.00
Repairs and Maintenance	6,125.00	4,000.00
General Office	7,781.00	8,000.00
Transportation	648.00	650.00
<b>Sub-total</b>	<b>50369.00</b>	<b>40110.00</b>
<b>MEETINGS, CONFERENCES</b>		
Accessibility	0.00	250.00

Annual General Meeting	2,300.00	2,500.00
Board of Directors	464.00	1,000.00
Class Assembly	750.00	1,000.00
Executive Meetings	1,043.00	1,500.00
Staff Meetings	182.00	200.00
Other Meetings and Conferences	125.00	200.00
CFS Meetings	10,346.00	10,000.00
<b>Sub-total</b>	<b>15210.00</b>	<b>16650.00</b>

**ELECTIONS AND REFERENDA**

Notices	991.00	1,000.00
Meeting of Assembly	91.00	100.00
<b>Sub-total</b>	<b>1082.00</b>	<b>1100.00</b>

**HUMAN RESOURCES**

Salaries and Benefits (4)		
	Executive Honoraria (5)	
	35,410.00	36,000.00
	Salaries and Wages (6)	180,000.00
	180,000.00	180,000.00
	Employer Contributions	
	CPP	8,982.00
	EI	5,204.00
	RRSP	3,668.44
Payroll Service	1,747.00	1,800.00
Health Insurance	7,894.90	8,000.00
Other	1,706.00	0.00
<b>Sub-total</b>	<b>244612.34</b>	<b>242100.00</b>

<b>MISCELLANEOUS</b>	<b>0.00</b>	<b>0.00</b>
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<b>TOTAL OPERATING EXPENSES</b>	<b>563,942.34</b>	<b>552,360.00</b>
<b>SURPLUS (DEFICIT)</b>	<b>801.66</b>	<b>40.00</b>

**Notes:**

1. These monies are remitted directly to OPIRG and CFS.
2. Scholarships & bursaries are awarded by Enrolment Services.
3. Insurance includes Director and Office Liabilities
4. Obligations under the Collective Agreement
5. Pending approval by the Board of Directors in 2016, executives receive \$500.00/month base honorarium, \$25/month cellphone allowance.
6. Represents salaries and wages for (1) Executive Director, (1) Events & Coordinator, (1) Campaigns & Advocacy Coordinator, (1) Member Services Coordinator (1) Financial Coordinator, (4) Information Clerks.

# APUS Board Visioning

## SUMMARY

Sunday, June 26, 2016

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## Attendees

Mala Kashyap, Margaret Ebifegha, Susan Froom, Richie Pyne, Christine Cullen, George Gawronski, Maina Rambali, Sitharsana Srithas  
Staff: Danielle Sandhu

## Equity Discussion - Social Contracts

- Equity is not a buzzword. It has social, political, historical, and spiritual consequences.
- Meet people where they are at.
- Use “i” statements.
- Confidentiality and non-judgement
- We emerge from histories
- Be kind and respectful
- Don’t make assumptions
- Self-care in all of its forms

## Purpose of the Students’ Union

- Support part-time students
- Voice and representation for part-time students at UofT
- Community
- Path to connecting with students across Canada and globally
- Services
- Site of self-development and self-care
- Advocacy (individual and collective)
- Be allies
- Consciousness-raising (re: systemic barriers)
- Events
- Empowering others
- Supporting students financially
- Building a movement that brings our members with us

## Our Approach

- Member engagement
- Capacity-building
- Intersectionality and connecting marginalized groups

- Collaboration with campus groups

## Key APUS Priorities for 2016-2017

1. Access to postsecondary education
  - a. Leads: Richie
  - b. Tuition fees, deregulation of tuition fees / tuition framework, course packs, wages, international students, National Day of Action
2. Accessibility and disability justice
  - a. Leads: Christine, Mala, Susan F.
  - b. Access to campus/university spaces, physical, mental health, gender neutral washrooms, SBA, resources, access to services in evenings, international students
3. Anti-sexual violence and consent culture
  - a. Leads: Mala, Richie, Christine, Susan F.
4. Value of student unions
  - a. Leads: George, Susan F.
  - b. Social justice, building community, labour, know your rights, bylaw review, anti-Islamophobia, equity work, building community, allyship
5. Truth & Reconciliation Commission Calls to Action and resisting colonialism
  - a. Leads: Richie, Christine, George

## Fight The Fees

- Campaign on provincial level about cost of education and access for communities
- Outreach:
  - MyStory: individual student stories (testimonial); poster and social media campaign
  - APUS Orientation
  - Coalition meetings (GTA coalition, all year)
    - Invite board, assembly and general members to coalitions
  - Creative tactics: food, balloon outreach
  - Public education for the public good
  - Kathleen Wynne vs. our realities
  - Banner drops
- Day of Action - November 2, 2016, Queen's Park
- Connecting with staff, faculty, other stakeholders (academic amnesty)
- Talk to administration to lobby for govt. Funding
- Zombie walk / education shouldn't be a debt sentence

## Next Steps

- The Executive Committee will build upon the Board's direction, incorporating this direction into the 2016-2017 year-long plan.