



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

April 25, 2016 – 5:00 PM
Meeting #8
APUS North Borden Office

April 20, 2016

Board of Directors' Meeting #8

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 **April 25, 2016 at 5 pm** in the APUS Board Room, at the North Borden Building.

Included in this package:

- I. Agenda
- II. Minutes Package

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

Sincerely,

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

II. Minutes Package

a. Board of Directors' Meeting – April 1, 2016

In attendance: Susan Froom, Maina Rambali, Susan Murray, Mala Kashyap, Margaret Ebifegha, Riley McCullough, Munib Sajjad, Yasmin Rajabi

Speaker: Caitlin Campisi

Staff: Danielle Sandhu

1. Call to Order

The meeting was called to order at 4:28 pm.

2. Approval of the Agenda

MOTION Moved: Rambali

Seconded: Pyne

Be it resolved that the agenda for the April 1, 2016 Board of Directors' Meeting #7 be approved as amended.

DISCUSSION

Froom amends to move item 5 – APUS Fees ahead of item 4 – APUS Bylaw Amendments.

Vote carries.

3. Approval of the Minutes

MOTION Moved: Pyne

Seconded: Kashyap

Be it resolved that the Minutes' Package be approved as presented.

- a. Board of Directors' Meeting – February 26, 2016
- b. Executive Committee Meeting – March 3, 2016
- c. Executive Committee Meeting - March 17, 2016

DISCUSSION

There was none.

Vote carries.

4. APUS Fees

a) CFS and CFS-O Fees

MOTION Moved: Rambali

Seconded: Pyne

Be it resolved the Canadian Federation of Students and Canadian Federations of Students-Ontario combined membership fee for 2016-2017 be increased from \$3.84 to \$3.89.

DISCUSSION

Rambali states that we have an increase based on CPI for the membership fee. This represents a fee increase per session.

Vote carries.

b) APUS Health and Dental Plans

MOTION

Moved: Rambali

Seconded: Pyne

Be it resolved the APUS Health Plan fee be increased from \$49.31 to \$54.24 and APUS Dental Plan fee be increased from \$41.14 to \$45.25 for the 2016-2017 year.

DISCUSSION

Pyne states that we are increasing the plan fees due to the rise in claims in the APUS health and dental plans. He states that we have a higher rate of claims and in order for us to continue to provide this coverage to our members, we need to increase the plan membership fees. He states that the renewal for this year was high and that it would be prudent for us to increase the plan fees as recommended. He states that we will also try to maintain the current benefits that are used by students and try to find ways to reduce our costs of operation.

Sajjad enters at 4:37 pm.

Froom states that she has a point of information. She asks about broker switch away from Morneau Shepell and savings there, and if there are plans for addressing the prescription drug coverage because the co-pay was increased from 10% to 20% in the previous year.

Sandhu states cost savings from that switch would be concentrated around broker fees. She states that our insurance provider, Green Shield Canada, which is a not-for-profit provider is providing an all-in-one service delivery. She states that while the goal is to incur lower costs, that insurance costs would be dependent on claims. She states as students use the plan, which is a good thing and demonstrates that this is a useful service to students, increases in claims and usage also drive up costs of maintaining the plan.

Froom states that rather than further reducing the co-pay, it would be more prudent to address the drug coverage maximum.

Sandhu thanks Froom for her feedback and states that this will be considered in making decisions around the plan.

Vote carries.

Rajabi enters at 4:42 pm.

5. APUS Bylaw Amendments

MOTION

Moved: Pyne

Seconded: Kashyap

Be it resolved that the APUS Bylaws be amended as presented in the Bylaw Review Committee Meeting Minutes from March 11, 2016.

DISCUSSION

Pyne states that the changes here reflect the latest Bylaw Review Committee meeting. He states that a lot of motions were made but they generally reflect changes to the APUS Executive structure. He states that these changes are designed to ensure consistency in the bylaws. He states that generally the

changes deal with things like amending references to Secretary to Vice-President Internal, and changing references to Erindale College to Mississauga Campus, etc.

Vote carries.

6. Adjournment

Moved: Rambali

Seconded: Froom

Vote carries.

The meeting adjourned at 4:47 pm.

b. Executive Committee Meeting – April 18, 2016

In attendance: Mala Kashyap, Maina Rambali, Susan Murray, Margaret Ebifegha, Richie Pyne
Staff: Danielle Sandhu

1. Call to order

The meeting was called to order at 6:20 pm.

2. Approval of Agenda

MOTION

Moved: Rambali

Seconded: Kashyap

Be it resolved that the Agenda for the April 18, 2016 Executive Committee meeting be approved as amended.

3. Check In

DISCUSSION

Kashyap states that over the last few weeks she has been participating in the Hart House Equity committee doing an AODA review of the building. She states that the Mental Health Coalition work is ongoing. She states that she and Gelareh Alaei are student co-chairs working with SBA, APUS, CWTP on what the vision is for the coalition.

Ebifegha states that there was a Hart House Board of Stewards meeting where the AODA issues were highlighted. She states that the constitution was amended to have more inclusive language. She states there was the \$15 and Fairness rally on Friday.

Pyne states that for Hart House the changes for the constitution address inclusivity in the membership definition, and to make the definition of membership more clear. He states that for himself, he has been engaged in OccupyINAC. He states that there is a rally right now. He states that there is an ongoing livestream. He states this action is in solidarity with Attawapiskat. He states that he is concerned that while indigenous folks are fighting for access to food and water in their communities, people are having their access to food, water, and washrooms restricted. He states this has changed now. He states that all of the health and dental opt out cheques were processed. He states he attended the Governing Council meeting and spoke on the tuition fees and long-term budget guidelines. He states 51% of funding for UofT comes from low-income students, which he finds concerning because these are the students that have the least access. He states he raised a few questions and asked for a budget that has 0% increases and see free tuition.

Sandhu states working on reconciliations for end of year, including financial. She states that we have had a positive response to the open letter so far, with a few groups signing on. She states otherwise working on finalizing some details for Spring Banquet. She states we did the Information Clerk hire. She states that we also had Exam Jam at Sid Smith and UTSC exam destressors, which went well. She states the Balloon twister was popular at Sid Smith and that we gave away a lot of APUS swag including water bottles and highlighters at both sets of destressors.

Murray states that she has been working on Spring Banquet. She states finalizing details and coordinating volunteers. She states that we have a meeting tomorrow with volunteers at 6:30 pm and then another meeting with executives and volunteers on April 28, 2016 at 1 pm.

Ebifegha suggests inviting Christine Cullen as she was interested in being more involved.

Rambali states she had a Woodsworth College Council meeting at the end of March. She states that part-time enrolment has decreased but full-time enrolment has increased, particularly at UTM and UTSC. She states WCSA has created an endowment with matching dollars from the College, for \$50,000 total.

Sandhu states we should encourage them to particularly address the needs of part-time and mature students in the College.

Rambali states that Kelly Hannah-Moffat has been appointed for the VP HR and Equity position. She states that the President's report included a report on fossil fuel divestment. She states that Gertler stated "we have gone beyond divestment" on the issue of climate change and that University of Toronto Asset Management Corporation does not have assets in fossil fuels. She states a law student spoke and criticized the administrative response. She states the GC spoke about the update on sexual violence response. She states that she met with Marta Switzer, co-chair of Student Life Conference and has heard back on from Marta regarding the items raised - anti-oppression and accessibility. She states Switzer responded that some of the items will be included and others may not be included based on time constraints. She states she has her last SIF meeting tomorrow where the Committee will be reviewing 15 applications for the last \$20,000 of funding remaining. She states that there was a presentation on the Landmark changes to central campus that she attended briefly. She states that there is nothing new there.

Pyne states that the tax clinics went well.

Sandhu states that there were 30 tax returns filed through the two-week period of clinics.

Pyne states that UTM Principal and UofT Vice-President Deep Saini is moving on from UofT and there is a farewell event planned tomorrow.

4. Summer Student Information Clerk Hire

Motion to go in camera

Moved: Pyne Seconded: Rambali

Vote carries.

The meeting went in camera at 6:50 pm.

Motion to go out of camera

Moved: Rambali Seconded: Kashyap

Vote carries.

The meeting went out of camera at 7:11 pm.

Ebifegha asks who will do the call for the hire.

Sandhu states herself.

5. Staffing Needs

Rambali states that we have the Campaigns and Advocacy Coordinator hire to discuss.

Motion to go in camera

Moved: Pyne Seconded: Rambali

Vote carries.

The meeting went in camera at 7:13 pm.

Motion to go out of camera

Moved: Murray Seconded: Kashyap

Vote carries.

The meeting went out of camera at 8:53 pm.

6. Spring Banquet

Murray states that we are finalizing details, setting up volunteer meetings and need to confirm executive attendance and commitments around tasks. She states we are taking into account that volunteers can be doing registration.

Sandhu provides an overview of the event logistics, volunteers, registration and entertainment. She states that she has connected with WCSA as well and is waiting to hear back on collaboration.

7. Preparation for final Board meeting

Rambali states we have our last meeting of the outgoing Board on April 25th.

Sandhu states that the items on the agenda are approval of minutes from the last board meeting, any executive meetings since the last board meeting and the OGM motion submitted by Susan Froom.

Rambali states that there are no other items.

Ebifegha exits at 9:12 pm.

8. New Board transition phase

Rambali asks how transition will be done.

Sandhu states once elected, she will connect incoming and outgoing executives by portfolio. She states that last year, the incoming and outgoing executives chose to set up transition meetings. She states she is available to transition any new executives as needed. She states transition can also be done through reports.

Rambali asks when email and key transfer would take place.

Sandhu states she will need to transfer the accounts and keys on May 1, 2016. She states that incoming and outgoing executives can mutually decide on any extensions. She states that executives should ensure there is no personal correspondence that is in their APUS accounts. She states otherwise emails should not be deleted as the email account acts as an archive.

Kashyap asks if incoming and outgoing executives can share email access for a period.

Sandhu states yes this is possible if both agree. She states incoming executives will need to commence their terms with access but she understands outgoing executives might have projects/correspondence

