



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

October 5, 2016 – 6:00 PM
Meeting #4
APUS North Borden Office

September 30, 2016

Board of Directors' Meeting #4

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 **October 5, 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. APUS Audited Financial Statements

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

I. AGENDA

1. Call to Order

2. Approval of Agenda

MOTION Moved: Kashyap Seconded: Froom

Be it resolved that the agenda for Board of Directors' Meeting #4 be approved as presented.

3. Approval of Minutes

MOTION Moved: Froom Seconded: Pyne

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

- a. 2016-2017 Board of Directors' Meeting #3 – August 4, 2016 (pg.4)
- b. Executive Committee Meeting #5 – August 20, 2016 (pg. 10)
- c. Executive Committee Meeting #6 – August 30, 2016 (pg. 11)

4. Bylaw Amendments

MOTION Moved: Froom Seconded: Pyne

Be it resolved that the Bylaw Amendments be approved as presented by the Bylaw Review Committee.

- a. Bylaw Review Committee #1 – August 24, 2016 (pg. 13)

5. Executive Reports

MOTION Moved: Kashyap Seconded: Froom

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

1. President (pg. 19)
2. Vice-President Internal (Pg. 21)
3. Vice-President External (pg. 23)
4. Vice-President Equity (pg.25)
5. Vice-President Events & Outreach (pg.27)

6. APUS Audited Financial Statements

MOTION Moved: Froom Seconded: Kuforiji

Be it resolved that the APUS audited financial statements for fiscal year ending April 30, 2016 be approved as presented. (Appendix I)

7. Bike Chain Levy Proposal (Appendix II)

8. Ratification of Resignation

MOTION Moved: Kashyap Seconded: Froom

Be it resolved that the resignations of Susan Murray, Stephanie Cheng and Yasmin Rajabi be ratified by the Board.

9. Adjournment

II. MINUTES

a. Board of Directors' Meeting #3 – August 4, 2016

In attendance: Mala Kashyap, Richie Pyne, George Gawronski, Modele Kuforiji, Margaret Ebifegha, Susan Froom, Christine Cullen

Speaker: Caitlin Campisi

Staff: Danielle Sandhu

Guests: Kelly Bray

1. Call to Order

The meeting was called to order at 6:07 pm.

2. Approval of Agenda

MOTION Moved: Kashyap Seconded: Froom

Be it resolved that the agenda for Board of Directors' Meeting #3 be approved as presented.

DISCUSSION

There was none.

Vote carries.

3. Approval of Minutes

MOTION Moved: Froom Seconded: Pyne

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

- a. 2016-2017 Board of Directors' Meeting #2 – July 13, 2016
- b. Executive Committee Meeting #3 – July 12, 2016
- c. Executive Committee Meeting #4 – July 28, 2016

DISCUSSION

Kashyap states that Rambali was at the Board meeting and her name is omitted from the attendance list.

Campisi states that this is typographical and can be fixed in the minutes.

Vote carries.

4. Presentation by Bike Chain

Bray introduced themselves and Bike Chain. They stated that Bike Chain offers a lot of do-it-yourself programming and workshops. They stated that Bike Chain has existed for 11 years. They state that they offer bike parts, and bikes for lending with a \$100 deposit. They state that last year over 4000 users of whom 67 were part-time students, accessed Bike Chain. They state that this year they have already had 88 students and the overall user base is growing. They state that in 2013 the Province stopped funding Work Study

positions and Bike Chain lost 8 staff members at the same time as experiencing a 56% user increase. They state that they want to expand funding, including levy funding. They state that Bike Chain mainly operates on St. George, but also supports BikeShare at UTM. They state that they did some events at UTSC including safety checks and a seminar, and they are looking to do more events at UTSC in future.

Ebifegha asks how Bike Chain verifies member status.

Bray states that when users access the space for lending and DIY, they are required to complete logbook and indicate student status.

Sandhu asks about how many staff and volunteers are involved.

Bray states two full time staff, two to three core part-time mechanics, and over 30 volunteers throughout the year.

Froom asks about hours of operation.

Bray provides summer and winter hours.

Pyne asks about relationship with Bike Share at UTM.

Bray states that Bike Chain receives funding from UTSU and GSU levies. States that UTSU funding goes towards supporting UTM students as well through Bike Share.

5. **Preliminary Budget**

MOTION Moved: Froom Seconded: Kashyap

Whereas Article 6.01(f) requires the Board to set the Budgets of the Corporation, on the advice of the Finance Committee; and

Whereas Article 13 requires the Board to cause a copy of the budget to be sent to the Assembly,

Be it resolved that the Board of Directors approve the tentative 2016-2017 Budget, as proposed in the addendum; and

Be it further resolved that the Board cause a copy of the tentative 2016-2017 Budget to be sent to the Assembly for confirmation.

DISCUSSION

Campisi states that the budget is on page 28 of the package.

Froom states she is willing to take any questions. She states she will share questions that she received offline. She states that the health and dental premiums are not represented in this budget. She states in addition she received a question about miscellaneous revenue which is included in footnotes and provided a summary of what that includes.

Pyne asks if there are any highlights that folks should take note of within the budget.

Froom states that we keep money aside for accessibility in the budget that goes toward

childcare, or other needs. She states that we increased funds towards Coalition and Solidarity work, that can be used for a variety of coalition efforts such as the Food Bank. She states that the totals are hard to change but we can be flexible under the Campaigns, Projects and Events expenses. She states that under Services we also have an Accessibility item.

Gawronski asks which food bank.

Froom states that UTSU operates a Food Bank on campus.

Kashyap states it is operated weekly on Fridays.

Sandhu states it is the fifth largest Daily Bread food bank in city.

Vote carries.

6. Cell Phone Allowance

MOTION Moved: Froom Seconded: Kashyap

Whereas Article 6.01 (d) allows for the Board to authorize the reimbursement of reasonable expenses incurred by Officers/Executives of the Corporation in carrying out their duties, and

Whereas APUS Officers/Executives frequently use cell phones in the performance of their duties,

Whereas the use of cell phones results in additional expenses; and

Whereas APUS Executives/Officers previously received a monthly cell phone allowance of \$25.00; therefore,

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.

DISCUSSION

Froom states that we often have to increase our cell phone coverage so we can have data plans to stay in touch and complete APUS work, such as answering emails. She states that the past practice has been to have a \$25/month honorarium to cover this increase in costs incurred. She states that executives can then put in a cheque requisition to claim this honorarium amount.

Vote carries.

7. Executive Reports

MOTION Moved: Kashyap Seconded: Froom

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

DISCUSSION

Kashyap states that anti-bias training is an initiative where the Administration has hired a consultant. She states that they have been hosting focus groups. She and Ebifegha have been participating in this. She states that the student unions are hoping to shift this to anti-oppression training and Board members can ask either herself or Ebifegha for more details. She states that the Administration is working to align itself with provincial law by January 2017. She states that we have a coalition that we are seeking to ensure supports marginalized students and has tri-campus representation. She states we are facing some challenges with UTSU with respect to partnering on this initiative. She states that we may have our differences but this is an important issue that unites us and we need to work together in the best interest of students. She states that she will keep working on this. She states she is seeking meetings with SCSU, UTSU, UTMSU to ensure we have a strong relationship. She states that we have different memoranda of agreements and a unique relationship with each. She states that the hope is for the whole executive to meet with each of the executives of the other unions. She states it is imperative these meetings occur this month. She states that Draw The Line is a campaign being pursued by the Administration. She states that the White Ribbon is a considerably progressive organization, but there are some issues with this campaign. She states that it's cisgendered, heteronormative, and that there are concerns about how this group grapples with racialized realities. Kashyap states there is a meeting tomorrow at which she and Pyne will be present.

Pyne states that he felt the campaign was heteronormative.

From states that it's problematic that the Administration is supposedly trying to do deep consultations to inform a sexual violence policy. She states that in addition to the legal requirements, these consultations and the research being done is supposed to be for the goal of developing prevention and training programs, since the Draw The Line is being simultaneously parachuted in.

Kashyap states that Draw The Line will not cost the university anything but will draw in resources.

From states that right now there is a focus on hiring. She states that the job postings have closed for the Member Services and Campaigns & Advocacy Coordinator positions. From states that the Student Information Clerk posting will be going up soon. She states that the hope is to have everything on track for September. She states that we have looked into Alterna Savings and we are recommending that we move ahead with establishing a new not-for-profit account. She states that Sandhu will be taking some lieue time on Fridays for rest of summer. She states that the budget has now been approved. She states there is a doodle poll that has been sent out to the Bylaw Review Committee. She states that the Committee will tackle any items that are soon to be outdated based on changes to the law first and go from there.

Ebifegha states that she just wants to highlight a few items. She states that Kashyap gave an update on the anti-bias training. She states that we are looking to host a Mature Orientation on the UTM campus in partnership with the UTMSU, in addition to the APUS orientations. She states one item that we are looking to do is build a stronger coalition of indigenous students to work on issues affecting this community of our members.

Kuforiji states that we had our Caribana Patio Lime event on July 27, 2016 at Sid Smith. He thanks everyone who attended. He states that the Open House is from 1-4 pm on September 21, 2016 and see the office. He states that the General Meeting is where the

executives will be there and present on what we are doing this year. He states that for APUS Orientation we are looking to do three days of Orientation, one per campus, and we will be looking to tailor to each campus. He states that we are also currently recruiting volunteers.

Kashyap asks about disOrientation.

Sandhu states Ebifegha is the lead on disOrientation.

Pyne states that he attended the Black Liberation Town Hall, which was a space for Black-identified students at UTM to discuss anti-Black racism. He states this was an important space to decompress and support each other. He states that we have been participating in the Toronto Action Coalition to organize the Fight The Fees campaign. He provides an overview of the Fight the Fees campaign. He states that Board members are welcome to come and attend. He states that we are looking to build towards the November 2 Day of Action. He states the Coalition meets biweekly. He states that he also attended the meeting of the Ontario Anti-racism Directorate where he was surprised to see Mayor John Tory. He states that the meeting was held in Regent Park. He states that community members were able to speak to their experiences of racism. He states that he was glad to have this space for community to come together. He states that there are still critiques of the process and community members are calling for more consultations. He states that he will be tracking progress on this initiative. He states that he did not include other items in his report in terms of events/meetings he attended, but he can include notes on this if Board members would like to see that in future.

Kashyap states that she also attended the community meeting and it was powerful. She notes there is a typo in the name.

Sandhu states thank you for this and apologies for the error. She states it was an autocorrect issue and she will fix this for future.

From states that CFS will be participating in the Labour Day Parade. She asks if APUS will be organizing a contingent.

Pyne states following the next Toronto Action Coalition meeting we will know what that will look like but he will share the information about the meeting for Board members to attend.

Ebifegha states that we need to work collectively to increase our Assembly membership. She states that she is putting out a challenge for each member of the Board to recruit one new class representative for the next Assembly meeting.

Vote carries.

8. Announcements

From states she sent out the doodle poll for the Bylaw Review Committee and hopes everyone can complete it by Monday.

Kashyap states she wants to thank Cullen and Gawronski for active participation.

Ebifegha states that notes from the Board Visioning session are included. She states that folks have signed up for items and priorities. She states that she hopes to hear from Board members to provide updates on these items in future meetings.

Pyne states that he is a lead for Access to Education and Truth and Reconciliation Committee and those who have signed up for that can be in touch with him.

Cullen states that Decolonize Conference will take place November 2-5, 2016. She states that this conflicts with National Day of Action.

9. Adjournment

Moved: Froom Seconded: Gawronski

Vote carries.

The meeting adjourned at 7:15 pm.

b. Executive Committee Meeting – August 20, 2016

In attendance: Margaret Ebifegha, Susan Froom, Richie Pyne, Mala Kashyap, Modele Kuforiji (phone)
Staff: Danielle Sandhu

1. Call to order

The meeting was called to order at 11:19 pm.

2. Management update

MOTION Moved: Kashyap Seconded: Pyne

Be it resolved that Yusra Khogali be hired as the APUS Campaigns and Advocacy Coordinator.

DISCUSSION

Kashyap provides an overview of the hiring process for the Campaigns and Advocacy Coordinator, including the posting of the position, number of applications, and interview process. She states the Committee has a recommendation for consideration by the Executive Committee.

Motion to go in camera

Moved: Kashyap Seconded: Froom

The meeting went in camera at 11:22 pm.

Motion to go out of camera

Moved: Pyne Seconded: Kuforiji

The meeting went out of camera at 11:49 pm.

Vote carries.

3. Adjournment

MOTION Moved: Ebifegha Seconded: Froom

Vote carries.

The meeting adjourned at 11:50 pm.

c. Executive Committee Meeting - August 30, 2016

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

1. Call to order

The meeting was called to order at 1:32 pm.

2. Approval of the Agenda

MOTION Moved: Ebifegha Seconded: Froom

Be it resolved that the agenda for the August 30, 2016 Executive Committee Meeting be approved as presented.

DISCUSSION

Ebifegha states she would like to add an agenda item for Office Snacks.

Vote carries.

3. Member Services Coordinator Hire

MOTION Moved: Kuforiji Seconded: Froom

Be it resolved that Huda Alsarraj be hired as the APUS Member Services Coordinator.

DISCUSSION

Froom states that we have completed the hiring process for the Member Services Coordinator and we have a recommendation for the hire.

Motion to go in camera

Moved: Froom Seconded: Ebifegha

Vote carries.

The meeting went in camera at 1:36 pm.

Motion to go out of camera

Moved: Kuforiji Seconded: Ebifegha

Vote carries.

The meeting went out of camera at 2:05 pm.

Main motion

Vote carries.

4. Information Clerk Hire

MOTION Moved: Pyne Seconded: Kuforiji

Be it resolved that Sabrina Moreno be hired as the the Student Information Clerk for Fall 2016.

DISCUSSION

Pyne states that the hiring committee for the Student Information Clerk has completed its process and he is bringing forward the recommendation for hire.

Motion to go in camera

Moved: Froom Seconded: Pyne

Vote carries.

The meeting went in camera at 2:08 pm.

Motion to go out of camera

Moved: Pyne Seconded: Ebifegha

Vote carries.

The meeting went out of camera at 2:22 pm.

Main motion

Vote carries.

5. Fall Schedule

Sandhu provides an overview of the APUS outreach and initiatives calendar for September - December. She provides an overview of the key priorities for each portfolio, APUS orientation, and the outreach schedule for September.

6. Agenda items for OVPS

Sandhu states we need to submit agenda items for the meeting by September 2. She states she will be putting together an agenda and if folks want to submit items to raise them so we can prepare. She states she will develop a document where we can store suggestions for agenda items for future meetings. She states suggestions from Kashyap include sexual violence, Draw the Line campaign, student union autonomy, and academic amnesty for the Day of Action.

Froom suggests postponing the student union autonomy item for a future meeting.

Sandhu states to suggest other items by tomorrow and if not to parking lot ideas for future meetings on the document.

7. Adjournment

MOTION Moved: Kurforiji Seconded: Froom

Vote carries.

The meeting adjourned at 3:18 pm.

a. Bylaw Review Committee - August 24, 2016

In attendance: Susan Froom, Richie Pyne, Mala Kashyap, Christine Cullen, George Gawronski, Maina Rambali
Staff: Danielle Sandhu

1. Call to order

The meeting was called to order at 5:35 pm.

2. Review of Terms of Reference

Froom does an overview of the terms of the reference for the committee, reviewing the mandate prescribed by the Board.

Froom states that she invited folks to submit proposals and today we will be reviewing proposals that were submitted by her to the Committee. She states Rambali has submitted a topic of discussion, which we may not get to today. She suggests that Rambali may wish to submit a concrete proposal or that we can approach a discussion at a later date.

Cullen asks about spelling typos and if these should be raised.

Froom states yes.

Sandhu states if there's anything needed to assist in participation to let Froom know.

Froom reviews approval process of bylaws, from committee recommendation, to Board, to Assembly.

3. Proposed Amendments Package

- a. Proposal #1 - Amendment to Section 1.01
MOTION Moved: Froom Seconded: Pyne

Be it resolved that section 1.01 be amended to include definition "(c) Association of Part-time Undergraduate Students means the Association of Part-time Undergraduate Students of the University of Toronto". Be it further resolved that the clauses of 1.01 be re-ordered alphabetically.

DISCUSSION

Froom states the first amendment is to state that APUS refers to the "Association of Part-time Undergraduate Students of University of Toronto".

Cullen asks if should be "UofT APUS".

Froom states that this would seek to include a definition of APUS in the definitions' section of the bylaws.

Sandhu states that this would define the Association of Part-time Undergraduate Students of the University of Toronto in the bylaws as no definition currently exists and thus any subsequent reference to APUS would be clarified to refer to the organization.

Vote carries.

- b. Proposal #2 - Amendment to Section 1.01 (d)(i)
MOTION Moved: Froom Seconded: Rambali

Be it resolved that Section 1.01 (d)(i) be amended to read "in the case of undergraduate students in the Faculty of Arts and Science, students enrolled in less than three full course equivalents;"

DISCUSSION

Froom states that this change reflects the current definitions of part-time students. She states that students taking four full course equivalents are UTSU members. She states fee-paying members are those who take less than three full course equivalents.

Vote carries.

- c. Proposal #3 - Amendment to Section 1.01 (o)
MOTION Moved: Froom Seconded: Cullen

Be it resolved that the order of definitions be amended such that 1.01 (o) be placed at the end of the definitions' section.

DISCUSSION

Froom states that sections (p) and (q) were added after section (o), but section (o) should ideally be placed at the end of the definitions' section based on its content. She states that this amendment would place that text at the end.

Pyne states that if a future amendment in the package is adopted this will become (r).

Vote carries.

- d. Proposal #4 - Amendment to Section 2.01
MOTION Moved: Froom Seconded: Pyne

Be it resolved that Section 2.01 be amended to include reference to APUS' head office at 563 Spadina Crescent and strike reference to 100 St. George Street.

Froom explains that while both locations are APUS offices, our corporation documents list 563 Spadina Crescent as our head office.

Vote carries.

- e. Proposal #5 - Amendments to Section 11.06
MOTION Moved: Froom Seconded: Pyne

Be it resolved that section 11.06 be repealed.

DISCUSSION

Froom states that currently there is no practice of having Governing Council approve APUS bylaws. We do submit a copy of the bylaws to the university for information.

Sandhu states that we have submitted a copy of our bylaws and audited financial statements to the Office of the Vice-Provost Students for information but Governing Council does not vote on changes to APUS bylaws.

Froom states that APUS and Governing Council are two separate, independent corporations. She states that we have also taken a stance on issues of autonomy.

Cullen asks if we remove this, we are not obligated anymore and this is not imposed on us from any other requirements.

Rambali states currently there is no practice of doing what is in the article.

Froom states if we remove this, then we are not obligated. She states that this section requires approval of Governing Council for our bylaws.

Cullen asks for clarity about role of Governing Council.

Froom provides an overview of the Governing Council including its purpose and scope. She states that it is a separate and autonomous organization from APUS.

Pyne states that Governing Council is the board for the University of Toronto comparable to the APUS Board representative of APUS. He provides an overview of the sub-boards of Governing Council.

Motion to omnibus

Moved: Pyne Seconded: Froom

Pyne states he would like to omnibus the recommended Proposals #5, 6, 7 and 8.

Vote carries.

Main Motion

Be it resolved that 11.06 be repealed.

Be it further resolved that 13.01 be amended to strike “the appropriate guidelines for accounting and financial procedures set forth in the ‘Financial Guidelines for Student Societies’ be approved and amended from time to time by the Governing Council” and be replaced with “generally accepted accounting principles. Directors shall act with diligence, fiduciary care and in the best interest of the Corporation”.

Be it further resolved that section 13.08 be amended to replace “nay” with “any” and the phrase “without the approval of Governing Council” be struck.

Be it further resolved that section 13.12(iv) be amended to strike “and shall be filed with the Governing Council and the University’s Internal Auditor not later than six months following the end of the Corporation’s fiscal year”.

DISCUSSION

Froom states we can discuss amendments as a whole.

Kashyap states that Governing Council often tries to control us, and there have been years of discussion and resistance to such control.

Cullen states she supports this. She states this is related to what we have discussed about encroachments on APUS' autonomy.

Kashyap encourages folks to engage in Governing Council and see a meeting for themselves.

From states that the current text in 13.01 refers to Governing Council guidelines and we want to replace it with generally accepted accounting principles which is a standard and sufficient threshold and that Directors need to uphold their fiduciary responsibility.

Cullen asks for clarity around "applicable" vs. "applicably".

From states that 13.08 refers to not being able to borrow without Governing Council approval. She states that there is further a typo on "any" that needs to be corrected. She states that 13.12 refers to practice of submitting audits to Governing Council and the University's auditor.

Rambali asks if this the removal would mean that APUS was not still obligated under the Financial Policies for Student Societies.

Sandhu states that Governing Council passes policies that affect their own operations, rather than affecting APUS', unless APUS provides consent to a contractual obligation or agreement. She states that APUS can choose to submit, that no contractual obligation stands, and it's a choice. She states we can still submit if we want to, but in removing text we are removing our own internal obligation.

Pyne states that if Governing Council passes policies, it may think it applies to us, but it may not be legally binding on external groups. He states in this case they may be mistaken and we have refuted this requirement.

Kashyap asks if this language was adopted to support an agreement and about financial student society guidelines.

Sandhu states that there is no specific written agreement between the Governing Council and APUS with respect to this language. She states that the Financial Guidelines are meant to be guidelines for student groups including clubs and unions.

Kashyap asks about prior amendments to APUS bylaws.

Sandhu states that she is familiar with amendments being made in 1996, 2001, 2015 and 2016.

From asks about the nature of bylaw changes.

Sandhu states that the Executive Committee structure was one of the more significant changes from the 1996 to 2001 set of bylaws, whereby there was the creation of a five-person executive structure with a Vice-President Internal and Vice-President External, in addition to President, Secretary and Treasurer. She states that the changes to Article 8 did not go to Governing Council for approval as enumerated in 11.06.

From states changes made in 1996 included recognition of Continuing Education students.

Sandhu states those changes were made since 1996, not in 1996.

Rambali states that we cannot know if there was in the past the intention to institute this language of Governing Council approval as a means of supporting an agreement.

Cullen asks if bylaws generally modify the same document over time or if there is a complete overhaul.

Froom says we do not know for sure, but the more recent changes are tweaks rather than large structural changes to bylaws.

Kashyap states that her questions have been answered and she wants to move on from discussing the history of the bylaws.

Motion to go in camera

Moved: Froom Seconded: Rambali

Vote carries.

The meeting went in camera at 6:31 pm.

Motion to go out of camera

Moved: Pyne Seconded: Rambali

Vote carries.

The meeting went out of camera 6:45 pm.

Main Motion

Vote carries.

Pyne notes his approval of these changes.

- f. Amendment #9 - Amendment to Section 3.03, 4.04
MOTION Moved: Froom Seconded: Rambali

Be it resolved that section 3.03 be repealed. Be it further resolved that "Honorary Members" be struck from Article 4.04.

DISCUSSION

Froom states that this change removes the concept of "honourary membership" in the bylaws. She states this applies to definition, and persons allowed to be present in our meetings. She states that we could still permit guests to attend meetings.

Pyne states he has always wanted to be an honorary member of APUS and therefore would like to speak against this.

Rambali states that if we do keep it, especially if it hasn't used, there is a risk of how honorary membership could be applied to non-members of APUS.

Kashyap asks for clarity of rationale for this change.

Motion to go in camera

Moved: Froom Seconded: Rambali

Vote carries.

The meeting went in camera at 6:50 pm.

Motion to go out of camera

Moved: Froom Seconded: Rambali

Vote carries.

The meeting went out of camera at 6:55 pm.

Main motion

Vote carries.

Pyne abstains.

g. Adjourn

MOTION Moved: Kashyap Seconded: Cullen

DISCUSSION

Froom states she will send a doodle poll for future meetings.

Vote carries.

The meeting adjourned at 6:58 pm.

2. Executive Reports

Report of the President – Mala Kashyap

Meetings with SCSU, UTSU, UTMSU

As part of our efforts to support and collaborate with our sister student unions, it has been on my plan to coordinate meetings with the SCSU, UTSU and UTMSU this year. 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. APUS is tri-campus and maintaining a presence on each campus is important.

Update: So far we had a meeting with UTMSU on August 15, 2016. This was a fruitful meeting where we discussed our plans for the year and how we can make contributions to support each union's aims on our campuses. It also allowed us to consider how we can work together in support of part-time students at the UTM campus. Meetings with SCSU and UTSU will hopefully be planned in the near future as our capacity allows.

Policy of Sexual Violence at University of Toronto

On September 7, 2016, the Office of the Vice-Provost and Provost released the University's Action Plan on Preventing and Responding to Sexual Violence by e-mail to University faculty, students and staff. The draft *Policy on Sexual Violence* is now available at <https://consultations.students.utoronto.ca/> for feedback from all members of the University community. We encourage you to engage with the consultation process by providing the University with comments and feedback.

This draft *Policy* builds on the work of the Presidential and Provostial Committee on Preventing and Responding to Sexual Violence, which began in November 2014. The new *Policy* will come forward for Governing Council approval later this fall, and is required by provincial legislation to come into force by January 1, 2017.

The University will also be holding in-person consultations during the first week of October and details for these in person sessions should also soon be on the website.

Student Unions have also been holding consultations across the three campuses. I have attended the consultations held by UTSU on September 19, 2016, SCSU on September 27, 2016, UTMSU on September 28, 2016 and GSU on September 29, 2016. I have also been looking at the policy with members of Students For Barrier-free Access from the perspective of disabled students and I plan to consult with members of the Centre for Women and Trans People. I will be preparing a report, on behalf of APUS, to the Vice-Provost Students by October 3, which is the deadline we have been given to submit feedback from the students' unions. Considering all the consultations that have been happening on campus on the policy itself, I thought it best to encourage part-time students to participate in the consultations that have already been happening and for APUS to focus on the procedural aspects and operational impacts of the policy within the University. These conversations will continue to happen throughout the fall. If anyone would like to participate in these consultations, please contact me at president@apus.ca. In addition, we hope to ensure that discussions and advocacy on issues of sexual violence, and support for survivors will be an ongoing aspect of our work at APUS and across the institution.

Ontario Bill 132 - Sexual Violence and Harassment Action Plan Act

Bill 132 was passed in provincial parliament on March 8th, 2016. This Bill states that when faced with a “workplace harassment” incident or complaint, under Bill 132 an Employer will be required to ensure that an appropriate investigation is conducted and that both the worker who has allegedly experienced harassment and the alleged harasser (if they are a worker of the Employer) are informed of the results and of any corrective action that has been, or will be, taken. Notably, Bill 132 will allow an inspector to order an employer to have an investigation and report completed by an impartial third-party, at the Employer’s expense. More information on Bill 132 can be found at: <http://www.occupationalhealthandsafetylaw.com/bill-132-ontarios-new-sexual-violence-and-harassment-legislation>.

While so much focus has been on Administration in terms of the impacts of Bill 132 on the University’s obligation to faculty, staff, and students, it’s important for us to remember that APUS is a workplace issue, and we are as a workplace, also impacted by these changes. As President and as a member of our Management Committee, I will continue to look into and support our obligations as an Employer when it comes to harassment and ensuring a harassment-free workplace.

Report of the Vice-President Internal – Susan Froom

Human Resources

Hiring

APUS hired two new full-time staff in August. Yusra Khogali is our new Campaigns and Advocacy Coordinator; Huda Alsarraj is our new Members Services Coordinator. Introductory training for these new staff is now complete. As per our Collective Agreement, they are both considered to be in a probationary period for their first 60 working days. Both Huda and Yusra bring a wealth of experience, expertise and enthusiasm to the APUS team. Welcome Huda and Yusra! In addition, Sabrina Moreno has been hired as a part-time Student Information Clerk for the fall 2016 term.

Other Matters

Pursuant to our Collective Agreement, CUPE 1281 held a Collective Agreement Information Session for the APUS Executive Committee on August 17, 2016.

Recently, we have experienced a safety concern with respect to an individual user of our Sidney Smith office. This concern has been addressed via the Labour-Management Committee process.

Finance

2015-2016 Audit

We are pleased to report that the audited financial statements for the 2015-2016 financial year are now complete. The audit process was a smooth one and the audit is up for approval by Board members at this meeting. Please see the statements in section IV of this Board package.

Banking

APUS has opened a new chequing account with Alterna Savings Credit Union. They are able to 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. At the moment we continue to hold an account at RBC. We are performing a gradual transition to Alterna Savings and phase out of RBC to ensure the transition is a smooth one.

Services

International Student Identification Cards

ISIC Cards are available to APUS members! These cards, which offer substantial savings throughout Canada and internationally, are offered in Canada by the Canadian Federation of Students (CFS), our national students' union. Staff and Executives of CFS Ontario have been reaching out to students on campus to distribute these discount cards to our members. We will also be exploring the potential for APUS to promote and distribute these cards directly in our offices.

By-law Reform

The Bylaw Committee met on August 24, 2016 and is presenting several amendments for consideration by the Board. Please see the minutes from the August 24, 2016. The committee

will be meeting again during the fall term. A doodle poll will be circulated to members shortly to set a time and date.

Other Activities

In addition to duties particular to my role as Vice-President Internal, I participated in the following together with some of the other executives:

I attended the Canadian Federation of Students - Ontario Annual General Meeting from August 18-21, 2016. I engaged in a CFS "Fight the Fees" action at the Labour Day Parade (personally collecting over 120 signatures petitioning for reduced tuition). I engaged in APUS outreach at the Woodsworth College Orientation on September 6, the U of T St. George Clubs Fair on September 7, and the U of T St. George Street Fair on September 13. I helped to staff the September 15 "Bike Rave" organized by APUS in conjunction with CESAR (Continuing Education Students At Ryerson), collecting more signatures for the Fight the Fees campaign. I participated in the September 21 APUS Open House and Introductory General Meeting. On September 30, I participated in the all-day ULead conference - a great opportunity to network with other U of T Student Leaders.

Report of the Vice-President External – Richie Pyne

Black Lives Matter Toronto: Justice for Abdirahman Abdi – “Prayer and Picnic” (August 5, 2016)

I attended Black Lives Matter – Toronto event for the Justice of Abdirahman Abdi located in the Ryerson Student Centre at Ryerson University. This was an open event meant to prioritize the Somali community, in the honouring, mourning, and prayer of Abdirahman Abdi. Many folks came out to show their support for not only the family in Ottawa, but for each other, as many community members spoke and expressed themselves about the overtly oppressive systems of Ontario’s policing system, especially in the terms of Anti-Blackness. Along with a call for holding the Special Investigations Unit (SIU) accountable for its failure to discipline and take the appropriate actions after investigating and reviewing cases similar to Abdirahman Abdi.

Canadian Federation of Students - Ontario Annual General Meeting (August 18-21, 2016)

Members of the APUS Executive including myself, and a few other University of Toronto students have attended the CFS Ontario General Meeting at the Holiday Inn Yorkdale Hotel. This is one of the two meetings that happen during the year, where many delegates from other members locals around Ontario come together and participate in many open and closed discussions, workshops, activities, and organizing spaces centering student and socially-impacting issues. Delegates and member locals received a report-back from the CFS Ontario Executive and Staff on concurrent campaigns, developments, services, media activity, updates, internal affairs and government relations. At this meeting, there was a lobby session with the Honourable Deb Matthews, Minister of Advanced Education and Skills Development concerning the government’s next-step plans and interests in public post-secondary education.

Additionally, provincial plans and materials for the Fight The Fees Campaign were highlighted, heavily discussed, and unveiled in relation to the National Day of Action on November 2, 2016. If folks have any questions about CFS or interested in anything else that took place during the meeting, feel free to let me or any of the other executives know.

CESAR Take the Lead Workshop Series: "Strength in Numbers" (August 25, 2016)

On August 25, I participated as a panelist in an event hosted by the Continuing Education Students’ Association of Ryerson (CESAR) called “Strength in Numbers”. Strength in Numbers was an individual event a part of the “Take the Lead” workshop series that centres around the importance of collective student movement organizing and solidarity. I spoke about APUS solidarity towards the “Real Food, Real Jobs” campaign, created by Unite Here Local 75 at the University of Toronto, as a result of the University administration’s decision to operate their food services in-house, which also left the job security and seniority of many unionized members at risk. My fellow panelists were Mia Bourque (representing Laurentian University students) and Chenthoori Malankov (representing York University students) who spoke about indigenous students’ experiences in academia and sexual violence on campus.

UTMSU Part-time and Mature Student Orientation (August 29, 2016)

On August 29th, UTMSU and APUS held an orientation for part-time and mature students at the University of Toronto Mississauga campus. Attendees had a chance to connect and network with one each other, Union representatives like myself and Margaret Ebifegha, and University administrators including current UTM Interim Vice-President and Principal, Professor Ulrich Krull.

Students were also able to access additional information about APUS, UTMSU, and any other related academic and non-academic supports and resources at UTM.

Canadian Federation of Students – Ontario: National Labour Day Parade (September 5, 2016)

On September 5, folks rallied with Labour unions in solidarity around the Fight for \$15 and Fairness campaign in the Labour Day Parade, and outreached for the Fight The Fees Campaign. The “Rally for Decent Work” on October 1, 2016 and the National Day of Action on November 2nd, 2016 are days of actions that folks outreached out to community members to spread awareness about these campaigns. APUS and CFS are in solidarity for better working conditions and labour practices, and the call for free education for all.

SCSU Disorientation (September 8, 2016)

I was present at the University of Toronto Scarborough campus outreaching in the Science Wing for the Scarborough Campus Student Union’s Disorientation, where folks are able to connect students and community members to social issues, advocacy, and justice organizing.

UTGSU BBQ (September 8, 2016)

I was present at University of Toronto Graduate Students Union’s Barbeque event outreaching alongside GSU executives and representatives from CFS for the Fight The Fees Campaign, and our Bike Rave event.

DisOrientation Bike Rave (September 15, 2016)

I was present at the DisOrientation Bike Rave, collaboratively hosted by APUS, CESAR, OCAD Student Union (OCADSU), Ryerson Students’ Union (RSU), UTGSU, and Bike Chain. Many cyclists and community members joined in on the mobile fun as folks travelled and partied with Electronic Dance Music. Starting from the Ryerson Student Centre, the rave travelled to OCAD, Christie Pitts Park and finally ended outside of the APUS office on Bancroft Avenue.

Welcoming BBQ & Bonfire (September 16, 2016)

I attended the Welcome BBQ & Bonfire which was located at Erindale Park in Mississauga. Along with APUS, this event was hosted by Middle Eastern Student Association (MESA), Egyptian Student Association (ESA), Association of Palestinian Students (APS), and the Afghan Students’ Association (ASA), situated at the Mississauga Campus.

Ontario Public Interest Research Group (OPIRG)-Toronto & Silence is Violence: Film Screening and Discussion: “How can we fight sexual assault on university campuses?” (September 19, 2016)

Mala Kashyap and I have attended the Film Screening and Discussion co-hosted with Silence is Violence – UofT, as a part of the OPIRG-TO’s DisOrientation Week: “Mapping Resistance”. The film presented was a documentary titled “The Hunting Ground”, which addresses the issue of sexual violence in American colleges and universities. This film highlights news stories, testimonials of survivors, and actions that students and community members can take to direct their university administrations to change the way they deal with sexual violence on campus.

Report of the Vice-President Equity - Margaret Ebifegha

Part-time & Mature Student Orientation- UTM

This orientation was held in collaboration with UTMSU. The event featured opening remarks and presentations from APUS and UTMSU, a guest speech from the new Interim UTM Principal Ulrich Krull, and dinner. It was a great opportunity to sit and converse with students from UTM and they promised to become more involved in campus considering their other obligations.

Mature student orientation - Kick start

This event was on the St. George campus for all mature students in collaboration with the Department of Student Life and the Family Care Office. Student Life presented on some services available to students from the University. It highlighted how the academic journey is different for mature students, the transitioning process year after year and how student unions and the administration can be of support to students. The Family Care Office presented the supports available to mature students through their office. Overall, it was a great opportunity to gain a better understanding of the vast community that's here to support students. I enjoyed interacting with students and informing them of upcoming events and programs at APUS

Woodsworth College Fair

This event was well-attended and a lot of students were curious to find out who we are and the services that we offer. Some confessed that they use our Sid Smith office on a regular basis. A good number of our pink and purple cards outreach cards were given out to students.

Meeting with the Vice-Provost, Students

We met with Sandy Welsh and her team, and also Susan McCahan, who presented on the new student portal that is on the way. We were encouraged to try it as well as encourage our membership to do the same. At this meeting, we also discussed anti-sexual violence, the Draw the line campaign, and Academic Amnesty for the National Day of Action. We also followed up on some previous items tabled to and received feedback that there is no attempt to increase student wages on campus at this time. APUS has advocated for all wages on campus including work study wages to be raised to \$15.00 an hour.

St. George Street Fair

Our APUS table was close to Sidney Smith and we talked to several students who identified themselves as part-time students. APUS program brochures were given out, signatures were collected for the Fight the Fees campaign as well as a separate sheet for those interested in being class representatives. It was a great opportunity to interact in person with our membership and share our upcoming plans for workshops and campaigns.

Woodsworth College and TYP Student Parent Group

This is a group that is open to all undergraduate students. It was formerly for single parents only but has now been expanded to include all undergraduates. They propose to provide workshops in the meetings which will include: career planning, study skills, academic advising, financial aid, family career and other topics of interest. They were also informed of the 'Sole Parent' group being developed by APUS to meet the needs of a special demographic of parents. All students are welcome to participate.

Labour Union Solidarity Meeting

Advocating for accessible employment standards and decent wage and working conditions. This meeting is well-attended by various labour unions joining to demand for increased minimum wage and fairness at work, including student workers who are historically discriminated against in the employment standard laws and policies. On October 1, there will be a rally at Queen's Park at 1pm to demand more full time jobs with benefits. If you have questions or would like to know more about this or other community engagement that APUS is involved in, do not hesitate to contact me vpequity@apus.ca.

Hart House Board of Stewards

The meeting took place at the South Dining Hall. The Warden welcome students, staff and stewards and highlighted the Hart house's priorities for the year. These include supporting and implementing ground-breaking programs that are unique to Hart House, support the maintenance of the historical and structural integrity of Hart House and make it more accessible for all students especially concerning access and physical disability. Subsequent meeting dates were well-outlined including upcoming budget information session. The Chairperson went ahead to reiterate the role of Stewards to the overall operations of Hart House and a motion was carried to create the Agenda Committee and nominate members for it.

Anti-bias Training Consultation Review

Student union representatives met with the Consultant hired by the University Administration to debrief on the draft document that the Consultant has put together and seek ideas for creating scenarios questions to supplement recommendations. Students expressed their gratitude for the thorough work that is being done to ensure that a solid document is presented to the University. Hopefully, this will lead to more understanding of various discriminatory practices that students experience on their campuses.

APUS Orientation

We conducted orientation to support mature and part time students on St. George campus such as the financial planning, academic success, navigating campus 101 and getting involved. Attendees were also provided lunch.

Upcoming:

Resisting Education

This event is about critically reflecting on the education that is being packaged and presented to students in the classroom and board rooms. We will look at the ways that our different identities inform and affect the colonial education that we receive here and think about ways we can resist.

Lunch and Learn

This is a lunch-time learning series, the first of which will be held at the end of October 2016. If anyone is interested in participating, let me know if you would like to support this or attend the workshop. The finalized schedule will be sent out as soon as possible.

Sole Parents' Group

This will be a group for Sole Parents to come to get and share and support one another in their academic and parenting goals. This group would likely begin meeting in October. Let me know if you would like more information or be involved at vpequity@apus.ca.

Report of the Vice-President Events & Outreach - Modele Kuforiji

UTSU Clubs Trainings - Summer and Fall 2016

We have participated in a series of clubs' trainings hosted by the UTSU hoping to raise awareness about APUS and to engage part-time students who may be involved in clubs. We delivered an "About APUS" presentation that touches on who and what APUS is as an organization, what services APUS has to offer to part time students and student clubs, our advocacy work and key campaigns for the year, and the ways in which APUS can support clubs. This is in effort in the future to create connections so we can engage and work with these student groups.

Street Festival - September 13, 2016

This event gave APUS an opportunity to table alongside with our sister unions and other student groups on the St.George campus. This was an outreach opportunity and as a union we collected signatures for the Fight the Fees campaign. We also engaged our members to sign up for our listserv and educated part-time students on their rights.

disOrientation Bike Rave

This event was co-organized with our sister students' union, the Continuing Education Students Association at Ryerson, alongside the OCADU Students' Union, Graduate Students Union and Bike Chain. The Bike Rave was a mobile party to bring awareness to the lack of bike lanes in the city and build cyclist community. Flyers were handed out during the street festival for this event. The rave began at Ryerson, participants travelled to OCADU, Christie Pitts and ended at the Graduate Student pub. APUS also hosted a non-alcoholic section where we provided snacks and beverages to attendees.

APUS Open House and General Meeting - September 21, 2016

This was a drop-in casual outreach event that was held to make our offices more visible and approachable to our members and campus groups. Our Sid Smith and North Borden offices were open for students to enter and meet the executives and staff who work in the office. The purpose for this event was to give a human face to the organization.

The purpose of our introductory General Meeting (not to be confused with an annual members' meeting) was for our membership to meet the executive on a personal level. This was an opportunity to ask questions about the organization and it was also an opportunity for us to garner more volunteers. We also circulated invitations to campus groups to welcome them into our space and hear about what APUS is about and our plans for the year. Light refreshments were served during the meet and greet component. A presentation on APUS' services, our history and victories followed.

APUS Orientation - September 26-28, 2016

The APUS Orientations were a series of workshop created to help part-time students ease into the academic year. Workshops includes: Navigating campus, Financial planning, academic success and getting involved. Each orientation is tailored to each campus. Unforeseen issues with bookings became apparent a week before the orientation were set to take place at the UTSC campus alongside challenges with facilitator availability, so we modified the workshops

date and ultimately postponed the workshops for UTSC students. Similar issues arose with the UTM Orientation, which was scheduled to take place on September 28th. Fortunately, we were able to move the UTM orientation to the following week on October 5, 2016. The St George orientation ran as scheduled on September 27, 2016.