



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

**March 9, 2018**  
**6pm**  
**Meeting #7**  
**APUS North Borden Office**

**Board of Directors' Meeting #7**

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 **March 9, 2018 at 6 pm** in the APUS Board Room at the North Borden office.

Included in this package:

- I. Agenda (page 3)
- II. Minutes Package (page 4 – 11)
- III. Executive Reports (page 12 – 13)

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: Zhao

Be it resolved that the meeting agenda for Board of Directors' meeting #7 be adopted as presented.

### 3. Approval of Minutes

MOTION            Moved: Pyne            Seconded: Ebifegha

Be it resolved that the minutes' package be approved as presented.

- a. Board of Directors Meeting – February 9, 2018
- b. Executive Committee Meeting – December 18, 2017

### 4. Presentation from Students for Barrier-Free Access (SBA)

### 5. CFS and CFS-O Fees 2018-2019

MOTION            Moved: Froom            Seconded: Pyne

Be it resolved the Canadian Federation of Students and Canadian Federations of Students-Ontario combined membership fee for 2018-2019 be increased from \$3.96 to \$4.02.

*\*Please note as per the referenda for the CFS and CFSO fees, the fee will increase annually with the Consumer Price Index.*

### 6. APUS Health & Dental Plans

MOTION            Moved: Froom            Seconded: Zhao

Be it resolved the APUS Health Plan fee be increased from \$59.66 to \$\_\_\_\_\_ and APUS Dental Plan fee be increased from \$49.78 to \$\_\_\_\_\_ for the 2018-2019 year.

*\*Please note as per the referenda for the APUS health and dental plan fees, the Board may approve up to a maximum 10% increase for each plan fee annually.*

### 7. Executive Reports

Moved: Kashyap            Seconded: Ebifegha

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. Adjournment

## II. MINUTES

### a) Board of Directors Meeting – February 9, 2018

In attendance: Mala Kashyap, Richie Pyne, Susan Froom, Jennifer Coggon, Margaret Ebifegha, Christine Cullen, Mala Halpenny (Observer)

Speaker: Nadia Kanani

Staff: Caitlin Campisi

#### 1. Call to Order

The meeting was called to order at 6:05pm.

Everyone introduces themselves and states their pronouns and access needs.

Kanani states she will be taking a Speakers list for discussions during the meeting. She states she will not be weighing in on matters of disability justice during the meeting.

#### 2. Approval of Agenda

MOTION Moved: Kashyap Seconded: Ebifegha

Be it resolved that the meeting agenda for Board of Directors' meeting #6 be adopted as amended.

*Vote carries.*

#### 3. Approval of Minutes

MOTION Moved: Pyne Seconded: Ebifegha

Be it resolved that the minutes' package be approved as presented.

- a. Board of Directors Meeting – November 28, 2017
- b. Executive Committee Meeting – November 14, 2017

*Vote carries.*

#### 4. Annual General Meeting 2017-2018

MOTION Moved: Kashyap Seconded: Froom

Be it resolved that in accordance with Article 4.01 of the APUS bylaws, the APUS Annual General Meeting be held on March 16, 2018.

#### DISCUSSION

Halpenny asks regarding time and place. Pyne speaks to the past precedent and related Bylaws and notes the meeting is generally held in the APUS North Borden office. He notes Board approval of date is necessary prior to other details. Coggon notes that the Annual General Meeting has in the past been held in conjunction with the Assembly meeting where the Board is elected. Froom states that our Bylaws dictate that the Assembly meeting where the Board is elected must take place in March. Halpenny asks regarding the term of office for the Board. Froom states that start date of the term is May 1. Halpenny asks regarding Board meeting and

responsibilities over the summer. Froom states that preparatory work and meetings take place over the summer but certainly quieter than September - April.

*Vote carries.*

**5. APUS Board Election 2018-2019**

Moved: Froom                      Seconded: Ebifegha

Be it resolved that the APUS Assembly meeting where the Board of Directors for 2018-2019 is elected be held on March 16, 2018.

**DISCUSSION**

Froom re-states that Bylaws dictate that we must have the Assembly meeting where the Board is elected in March. She notes that the proposed date is a Friday when there should be no class conflicts and allows us to meet notice requirements in Bylaws. Cullen states the date will be perfect for us all to get together.

*Vote carries.*

**6. Council on Student Services (COSS)**

MOTION                      Moved: Kashyap                      Seconded: Pyne

Be it resolved that the APUS COSS representatives vote no to the proposed budget for Hart House.

Be it further resolved that the APUS COSS representatives vote no to the proposed budget for the Department of Student Life.

Be it resolved that the APUS COSS representatives vote no to the proposed budget for Kinesiology and Physical Education.

**DISCUSSION**

Kashyap provides background information on COSS, including the makeup of the Council in terms of student seats and administration seats. She notes it as one of the committees where we have significant student representation. She notes COSS considers Hart House, Student Life and Kinesiology and Physical Education budgets. There are individual budget presentations before the vote. The APUS process has historically been for the representatives to attend the presentations and bring back information for the Board to then provide direction to the representatives on the vote.

Froom speaks to the fact that these fees increase regardless of our vote due to UTI (University of Toronto Index) and CPI (Consumer Price Index).

Pyne notes that he has been chairing COSS this year and though he is here in his capacity as a Board member he is also cognizant of his role as COSS Chair. He speaks to the impact of UTI and CPI increases as well as the Council vote.

Coggon questions the impact of the APUS vote.

Kashyap states that it is not only about the fee increase itself but also a matter of our consent and the overall increase from year to year.

Ebifegha states that historically we have voted no. She states that fees increase but student services and engagement do not. Staffing might increase but the benefit for students is not present. She supports voting no.

A discussion takes place regarding Pyne's dual roles as COSS Chair and member of the APUS Board of Directors, and the possibility of abstaining from the votes.

**MOTION**

Froom/Kashyap

Be it resolved the Board consider the three COSS votes separately.

*Vote carries.*

**MOTION**

Kashyap/Froom

Be it resolved that the APUS COSS representatives vote no to the proposed budget for Hart House.

A roll call vote is called.

Roll Call: Kashyap – In favour; Ebifegha – In favour; Froom – In favour; Coggon – In favour; Pyne - Abstain; Cullen – In favour

*Vote carries.*

**MOTION**

Kashyap/Froom

Be it further resolved that the APUS COSS representatives vote no to the proposed budget for the Department of Student Life.

**DISCUSSION**

Coggon asks regarding Accessibility Services and the Student Life Operating Budget. This will not affect her vote but she would like it noted.

A roll call vote is called.

Roll Call: Kashyap – In favour; Ebifegha – In favour; Froom – In favour; Coggon – In favour; Pyne - Abstain; Cullen – In favour

*Vote carries.*

**MOTION**

Kashyap/Coggon

Be it resolved that the APUS COSS representatives vote no to the proposed budget for Kinesiology and Physical Education.

## DISCUSSION

Froom notes that the proposed KPE increase of 2% is less than CPI at 2.1%. A vote in favour would make it a permanent increase but it is still less than what it is allowed legally. She states this is a reasonable amount and that it comes down to the principle versus the amount itself.

Kashyap states that she does not to compare each department as there are good aspects to each one. She agrees that KPE worked really hard to keep the increase low but she still has concerns that they do not fully understand accessibility in terms of their community facilities and athletics culture. She thinks we should still vote no as a group. She does think there are distinctions between the three politically but ultimately if we vote in favour we make it permanent.

Froom states she is now inclined to vote against. She appreciates that KPE has many students in their governance but she agrees that accessibility remains an issue. She notes a no vote continues the messaging that we appreciate the student input but more work needs to be done.

A roll call vote is called.

Roll Call: Kashyap – In favour; Ebifegha – In favour; Froom – In favour; Coggon – In favour; Pyne - Abstain; Cullen – In favour

*Vote carries.*

Ebifegha exits the meeting.

## 7. Executive Reports

MOTION            Moved: Kashyap            Seconded: Pyne

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

### 1. President

Kashyap gives context for the University-Mandated Leave of Absence Policy and notes that it was withdrawn from the University Affairs Board agenda due to a letter received from the Ontario Human Rights Commission. She notes she has been attending the Council on Athletics and Recreation Equity Committee and really enjoys participating in this space, as well as that they are planning an event for International Women's Day. She has also been attending COSS meetings and a UTEAU (University of Toronto Employee Associations and Unions) meeting.

### 2. Vice-President Internal

Froom notes the audited financial statements will go the AGM next month. An MOU with CUPE 1281 will allow the two student info clerks to continue working until the end of April. She notes Campisi attended health & safety training and will be implementing her recommendations over the coming months. She has also been attending Advisory Committee on the Library meetings and notes upcoming renovations will include a child friendly space. She also attended a CFS-Ontario Annual General Meeting recently and is looking forward to Provincial Lobby Week.



#### 4. Items of Business

##### a. President

##### i. Review of the Office of the Ombudsperson

Kashyap presents an invitation from the Committee to Review the Office of the Ombudsperson to provide written feedback by January 8 and give a presentation on January 11. The scope of the Committee is to review the Office of the Ombudsperson, including its effectiveness, awareness within University community and future priorities. We will hold a meeting the first week back to discuss our response and all are invited. This is a priority. Kashyap and Froom indicate their interest.

##### ii. Funding Request for Undergraduate Philosophy Journal

MOTION Moved: Froom Seconded: Ebifegha

BIRT APUS fund the Noesis Undergraduate Journal of Philosophy in the amount of \$150.

#### DISCUSSION

Kashyap presents a funding request from the Undergraduate Philosophy Journal and information on last year's donation. Executives discuss the benefits to undergraduate students, including academic development, writing workshops, and opportunity to publish.

*Vote carries.*

##### iii. Winter Semester Meetings with Student Life

Kashyap has been in touch with Heather and David from the Office of Student Life to note we are interested in meeting next semester. Froom notes we should also meet with Janine Robb of Health & Wellness. Ebifegha notes we should meet with ASSU and subsequently hold a joint meeting with the Faculty of Arts & Science. Froom agrees and suggests we discuss exam deferral process with ASSU. Kashyap to follow-up with Student Life. Campisi to follow-up with Health & Wellness and ASSU.

##### iv. Report-back

Kashyap notes she attended an ARCDO meeting. Discussions included the University-Mandated Leave Policy and follow-up discussions with Campus police regarding past events.

##### b. Vice-President Internal

##### i. Bylaw Update

Froom notes we are engaged in a grievance process under our Bylaws with a member. Froom will be meeting with the member this evening as per Bylaws.

##### ii. Management Update

Froom notes that Campisi attended Health & Safety training on December 5-8. Campisi notes the training was very useful and she will be holding a staff meeting shortly to discuss health & safety initiatives. Campisi additionally notes our new Member Services Coordinator is currently working on making our tax clinics, and all services, more accessible.

##### c. Vice-President External

##### i. CFS-Ontario General Meeting January 18-21

MOTION Moved: Froom Seconded: Zhao

BIRT APUS send up to four Executive Committee members and the Executive Director to the CFS OGM in January.

#### DISCUSSION

Zhao presents the dates for the next CFS-Ontario General Meeting on January 18-21. He notes he will be out of the country at that time. Kashyap notes there is ASSU conference she would like to attend on January 19 but is otherwise available.

*Vote carries.*

#### ii. Report-back

Zhao notes the Resisting Education event, which included student advocates as panellists, went well. Zhao thanks Kashyap for facilitating the event.

#### d. Vice-President Equity

##### i. Funding Request for ROBAM Conference

#### DISCUSSION

Ebifegha presents funding request from ROBAM, including options for sponsorship and last year's funding amount of \$1000. Kashyap speaks to funding amount noted in Committee minutes and distribution of past materials. Campisi notes an updated package will be sent out by organizers next semester. Pyne asks regarding deadline for sponsorship and notes he may need more time to decide on an amount. Froom suggests giving \$1000 now and perhaps more next semester. Ebifegha would like to consider whether this conference is reaching our members and whether the benefits of the conference translate to our members. Pyne thinks conference could possibly support our members and supports conference in general, but also agrees that outreach to our members is important. Pyne also states need to support folks doing work on the ground to support student with disabilities and would like to discuss connection between conference and ground work.

#### MOTION

Moved: Froom

Seconded: Ebifegha

BIRT APUS donate \$1000 to ROBAM conference.

#### DISCUSSION

Froom states she has attended the conference a couple times, and notes that access for students with disabilities is a big part of what APUS stands for. The conference is an opportunity to engage with folks from other post-secondary institutions, and we recently voted in favour of a motion to support the conference at the CFS national meeting. We can then encourage our members to attend through outreach.

Ebifegha is concerned regarding the amount of sponsorship, and wants to clarify amount and package. Ebifegha wishes we were at Committee meetings. Pyne would like more time to reflect and make a decision.

Kashyap supports the motion to donate \$1000, and states that it is on us if we have not made ourselves a part of the planning process. She states that we have chosen not to participate in planning process, and should be accountable for that choice. She notes that particular

Executives, based on portfolio, are invited to meetings and included on communication. She supports the conference and a donation of \$1000.

Zhao supports a donation of \$1000 and agrees that we could always increase donation later.

Ebefigha and Pyne prefer to abstain on vote.

Executives discuss whether to vote now or wait until January. Executives discuss tabling and voting at next Executive meeting. Ebifegha will obtain additional information needed to make a decision in the interim. A decision will be made before February 1 sponsorship deadline.

**Motion to table**

Kashyap/Ebifegha

*Vote carries.*

e. Vice-President Events & Outreach

i. Fund our Future/Day of Action Update & Discussion

Pyne provides update from meeting last week regarding the Fund our Future campaign and upcoming provincial Day of Action. Locals have indicated low capacity so the Day of Action will not take place at Queen's Park; rather, locals will host smaller events leading up to and on February 1. The campaign name will either be Fairness for Students or Fund our Future, and incorporates a wide range of issues affecting students. There is a possibility of collaborating with other campus groups or holding our own event. The Day of Action creates momentum for the upcoming election. Pyne is presenting this information for the Executive to discuss what we would like to do. Campisi describes the timeline for outreach in January and requirement to present on Local's outreach and events at OGM. Campisi speaks to internal capacity and would like to see commitment from Execs to do outreach throughout January. Pyne speaks to partnering with other locals. Pyne and Campisi will meet with the Events and Outreach Coordinator and put together an outreach schedule for the Executive.

i. Report-back

Pyne notes he attended an exam jam at UTSC in collaboration with SCSU and the event went well.

**5. Adjournment**

MOTION TO ADJOURN

Moved: Froom

Seconded: Zhao

Meeting is adjourned at 5:03pm.

### III. EXECUTIVE REPORTS

#### 1. President

Sexual Violence Climate Survey: It has come to our attention that the sexual violence climate survey (<https://www.info-sv-vs.ca/>) has been released by the Ministry of Advanced Education and Skills Development. We were disappointed to learn that part-time undergraduate students are not included in this survey. We are investigating into this issue through Canadian Federation of Students-Ontario.

Council of Student Services (COSS): I attended the last COSS meeting on February 12 and voted against increase to student levies for Hart House, Kinesiology and Physical Education, and Student Life as per discussion at our last board meeting. The budgets were not passed. The next step in the process is to report the results to UAB for ratification prior to Governing Council.

#### 2. Vice-President Internal

Finance: The operating budget approved by the Board of Directors will be presented to the APUS Assembly scheduled for March 9, 2018. The Audit for the last fiscal year (ending April 30, 2017) which was accepted by the Board of Directors will be presented to the Annual General Meeting on March 16, 2018.

Income Tax Clinics:

This year APUS is collaborating with the Graduate Student Union (UTGSU) to offer free Income Tax Clinics. Volunteers have been trained. The clinics will take place from March 5-23 and April 2-6 in the North Borden APUS office, and at the Scarborough Campus from March 7-22.

Advisory Committee on the U of T Library System: I represent APUS on this committee. Developments of note include: The chief librarian together with others continues to lobby the federal government with regard to proposed changes to the Copyright Act with a view to keeping access to copyright materials affordable for academic purposes. Despite delays due to construction issues, Robarts commons is still on track for completion in Fall 2019. A new system, ORCID (Open Researcher and Contributor Identifier) is being developed that will give a unique ID to authors/contributors/researchers. This will assist with doing research and making citations when authors change or hyphenate their names, for example.

Community Liaison Committee: I represent APUS on this committee. Developments of note include: The Northern portion of Queen's Park will be closed for park improvements from March 12, 2018 to Oct 2018. The Southern portion will be closed from Oct 2018 to August 2019. Pedestrian walkways will be provided. A Franco-Ontario Monument is planned for the NW corner of University & College. The student residence proposed for Sussex east of Spadina is going to mediation with the Ontario Ministry of Labour in early March. Residents association are concerned regarding young students, and having more mature students (including part-time) may be a solution. Huron Sussex laneway Housing will include a children's play-space.

Other Activities: I participated in CFS Ontario Lobby Week. Together with VP Events and Outreach Pyne, I met with Scott Simons, Policy Advisor to the Minister for Accessibility, which is commencing a consideration of accessibility needs in the Education sector.

### **3. Vice-President Equity**

Ontario Provincial Lobby Week: Students from across Ontario came together to advocate for students in the province. The following were some of the issues discussed with the members of parliament: Tuition Fees, Rethinking Quality of Education, Mental Health Services, Post Residency fees and French Language Institutions.

Muslim Students Association: I am in conversation with the Muslim Student Association to discuss how we could challenge Islamophobia and create opportunity for students to dialogue in a safe space.

Arts and Science Student Union (ASSU): I am in contact with ASSU to collaborate and seek solutions to some of the fees students are required to pay as well as how part-time students could also access some of the grants and loans available to full-time arts and science students since a bulk of our members belong in this category.

### **4. Vice-President Events & Outreach**

Canadian Federation of Students-Ontario Provincial Lobby Week (Feb 26th - Mar 1st, 2018): I and many others attended CFS Ontario Provincial Lobby Week, where students get to meet and engage with MPP members from the NDP, Liberal, and Conservative Parties. Many student issues were addressed in relation to Mental Health Services & Training, Reassessing the Quality of Education, Tuition Fees, French Language & Education Funding, and Post-Residency Fees for Graduate Students. The inclusion of Part-time and International students into the Ontario Student Grant (OSG) is a personal demand that I will continue to work towards.

Moonlight Movie Screening - March 2nd, 2018: In collaboration with OPIRG-Toronto and the Architecture and Visual Studies Student Union (AVSSU), APUS is hosting a movie screening for "Moonlight" a film highlighting the experiences of Black Male LGBT relationships and has won an Oscar for Best Picture.

### **5. Vice-President External**

In the past few weeks, I've attended the COSS vote with Kashyap and voted according to the direction from the Board. I also attended a Hart House Board of Stewards meeting on behalf of APUS. I will be attending an upcoming Transit Summit on March 3rd, where we will be discussing with Metrolinx and other provincial partners and post-secondary institutions about the possibility of a GTA UPASS.