



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

March 3, 2017 – 3:00 PM
Meeting #6
APUS North Borden Office

February 26, 2017

Board of Directors' Meeting #6

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 3, 2017 at 2 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,

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: Ebifegha

Be it resolved that the agenda for Board of Directors' Meeting #6 be approved as presented.

3. Approval of Minutes

MOTION Moved: Kashyap Seconded: Pyne

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

- a. Board of Directors Meeting # 5 - February 10, 2017
- b. Executive Committee Meeting #12 – January 31, 2017
- c. Executive Committee Meeting #13 – February 23, 2017

4. Annual General Meeting

MOTION Moved: Kashyap Seconded: Ebifegha

Be it resolved that in accordance with Article 4.01 of the APUS bylaws, the APUS Annual General Meeting be held on March 16, 2017.

Be it further resolved that for the purpose of notice to the membership in accordance with Article 1 and Article 4 of the APUS bylaws, the APUS Voice E-newsletter be designated as the designated paper.

5. APUS Elections 2017

MOTION Moved: Kashyap Seconded: Pyne

Be it resolved that the APUS Assembly meeting where the Board of Directors for 2017-2018 is to be elected be held on March 16, 2017.

6. Executive Updates

7. Adjournment

II. Minutes

a. Board of Directors' Meeting # 5 - February 10, 2017

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

1. Call to Order

The meeting was called to order at 2:30 pm.

2. Approval of Agenda

MOTION Moved: Kashyap Seconded: Froom

Be it resolved that the agenda for Board of Directors' Meeting #5 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. Board of Directors Meeting # 4 - October 5, 2016
- b. Executive Committee Meeting #7 – September 19, 2016
- c. Executive Committee Meeting #8 – October 31, 2016
- d. Executive Committee Meeting #9 – November 14, 2016
- e. Executive Committee Meeting #10 – November 28, 2016
- f. Executive Committee Meeting #11 – January 17, 2017

DISCUSSION

There was none.

Vote carries.

4. 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

There was none.

Vote carries.

5. Operating Budget

MOTION Moved: Kashyap Seconded: Froom

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

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

DISCUSSION

Sandhu provides an overview of the revenue and expenses. She states that she will comment on any variances of significance from the Preliminary Budget adopted by the Board previously. She states that APUS is funded through student fees and that due to higher enrolment we have a higher amount of member dues. She states we take in some revenue from the student copier service but it does not run a profit. She states in terms of expenses, we have allocated more funds to Events and Outreach. She states that there is an increase in funding for our bursaries and awards, that is based on how much is requested to replenish the funds and how much is disbursed to students. She states that the increase in executive and board honoraria is based on more per diems being issued for attendees of APUS-related meetings.

Pyne states that the budget looks good and overview was sufficient.

Vote carries.

6. Council on Student Services

MOTION Moved: Kashyap Seconded: Ebifegha

Be it resolved that the APUS COSS representatives vote in favour of the proposed budget for Hart House.

Be it further resolved that the APUS COSS representatives vote against the proposed budget for the Department of Student Life.

Be it resolved that the APUS COSS representatives vote against the proposed budget for Kinesiology and Physical Education.

DISCUSSION

Kashyap states that she and Kuforiji both sit on the Council on Student Services as APUS representatives. She states that we have received requests for \$0.63, \$0.42 and \$0.35 increases for Student Life, Hart House and KPE, respectively. She states that last year APUS voted against the fee increases. She states that she has a recommendation to bring forward but would like to open up the opportunity for others to speak on the proposed fee increases.

Ebifegha states that our past practice has been to vote against the fee increases. She states that she is aware that one of our Board members, Rambali, is in favour of the proposed fee increases. She states that as a member of Hart House Board of Stewards she voted against the vote increase and if APUS were to vote differently at COSS she would be interested to hear the rationale for doing so.

Pyne states that APUS has a strong position against tuition fee increases. He states that even though the rate of fee increase is low for part-time students, it is still a fee increase and this is a barrier to our members. He states that we also have concerns about all of the services offered, which may or may not be available to part-time students.

Sandhu states that the budgets are approved in full for each of Student Life, KPE and Hart House. She further states that there is a cost of living increase that will be approved automatically if the absolute fee requests that have been presented do not get approved.

Kashyap states that COSS is the only body in the University wherein students have a majority. She states that there are four seats for UTSU, two for APUS, two for GSU, and one each for the fee advisory bodies at UTSC and UTM. She states that this year COSS has not been smooth. She states that the COSS Chair nomination was rejected by UAB. She states that we did not have a student Chair for COSS this year. She states that she saw the budget presentations. She states that Hart House Board of Stewards and Council of Athletics and Recreation each have their own votes and it was presented to COSS members that there were unanimous budget approvals at those bodies. Kashyap states that last year the votes at COSS were unanimous against the fee increases. She states that in her view, Hart House has been making great efforts to advance equity at Hart House, in particular in access for students with disabilities, though there is more work to be done. She states that she feels that Student Life is not responding to the needs of students well in terms of mental health and taking in direction from students. She states that she does not feel there is enough justification for an increase in fees. She states that KPE has been hyper-focused on athleticism has been related to Pan Am for example and less focused on community participation in sport.

Sandhu speaks to unique funding challenges and budget realities for Hart House vis a vis funding from central purse strings of UofT. She states that Hart House does not get funding from central UofT but does contribute funding through overhead costs of upwards of \$100,000. She states that they therefore rely on student fees, and funding from events and other memberships.

Pyne states that Hart House has the best budget proposal and that it is clear. He states that Hart House has the most well-prepared operating budget.

Ebifegha states that as a board member of Hart House Board of Stewards she voted against the budget.

Kashyap states that she is confused by John Monahan's presentation on the budget vote since he stated that it was unanimous. She further states that she does not know how the other student union representatives will be voting.

Cullen states that she feels like it would send a good message to show that the Hart House has been supportive of students and the ideas that have been brought forward by students.

Pyne asks if UTI applies to Hart House.

Sandhu states yes.

Pyne asks if the fee increase is higher for UTI or the absolute fee increase.

Sandhu states that it appears that the UTI increase temporary is \$0.46 and the absolute fee increase would be \$0.42 permanently and this would increase the base rate each year.

Ebifegha states that she says that while they do have UTI in place, it is good for us to make a choice on the budget rather than having these divisions simply relying on the UTI increase.

Cullen asks if Sandhu has an opinion from her experience and perspective.

Kashyap states that Hart House has an Accessibility Committee and Hart House will never truly be physically accessible. She states that it currently lacks an accessible entrance. She states that she feels uncomfortable saying yes when we are voting for a space that will never be accessible. She states that she would also like to hear from Sandhu.

Pyne states he appreciates the discussion so far.

Wilson asks for clarity around the UTI.

Sandhu provides clarity around UTI and permanent fee increase. She explains that each year, Student Life, KPE, and Hart House seek fee increases from the students. She states that these are absolute and permanent fee increases to the base rate. She states that if the student representatives reject the fee increases, each of these service centres will still receive a fee increase based on inflation. She states in this case, there is an inflationary increase that is based on the University of Toronto Inflationary Index (UTI), which is higher than the Consumer Price Index (CPI). She states that this inflationary increase is considered temporary, and gets added on for three years. However, next year, when COSS meets again, if the absolute fee is rejected by students, the temporary fee from the previous year gets taken off, and then the new temporary fee based on UTI gets added on. She states that APUS contrarily does not have a cost of living increase to our fees and we have to manage our budget and make changes to our operations within that budget. She states that the discussion at COSS becomes spun as students voting against fee increases, but either way the students vote, there will be an increase to the fee that students pay and an increase in budget for Hart House, KPE, and Student Life. She asks folks to consider whether or not this creates an actual choice for the students.

Ebifegha states that she is in favour of the motion.

Wilson asks if he can abstain.

Chair states you can abstain.

Vote carries.

7. Adjournment

Motion Moved: Wilson Seconded: Pyne

Vote carries.

The meeting adjourned at 3:55 pm.

b. Executive Committee Meeting #12 - January 31, 2017

In attendance: Mala Kashyap, Susan Froom, Richie Pyne, Margaret Ebifegha

Regrets: Modele Kuforiji

Staff: Danielle Sandhu

1. Call to Order

The meeting was called to order at 11:53 am.

2. Approval of Agenda

MOTION Moved: Froom Seconded: Ebifegha

Be it resolved that the agenda for the January 31, 2017 meeting be approved as presented.

Vote carries.

3. Approval of Minutes

MOTION Moved: Froom Seconded: Pyne

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

- a. November 14, 2016
- b. November 28, 2016
- c. January 17, 2017

Vote carries.

4. Approval of Operating Budget

MOTION Moved: Froom Seconded: Pyne

Be it resolved that the Operating Budget be approved as presented.

DISCUSSION

Froom states that everyone has a copy of the budget and she is open to receiving questions. She states that there are very few changes from the Preliminary Budget. She states our membership dues are higher than expected. She states we have had a strong uptake of our Printing/Copy Service. She states that the Executive Honoraria item is a bit higher, which is largely due to greater participation at CFS meetings and accompanying per diems.

Ebifegha asks whether Executives still receive per diems.

Froom states yes.

Ebifegha states that it would be good to have received the budget sooner to review.

Sandhu states that the budget was circulated a few days in advance of the Executive Committee meeting and there will also be an opportunity to review and revise the budget at the upcoming Board meeting.

Vote carries.

5. Board Meeting Date

Froom states that Friday, February 10 from 2-4 pm is the most popular time with Board members. She states that this is the same day as our *Singles Mingle Partners Welcome* event. She states that the deadline for motions will be February 4 and board reports are due February 3. She states it would be good to get confirmations from all Executives about their availability.

Pyne and Froom state they are available.

Ebifegha states she will confirm her availability shortly.

6. Management Update

Motion to go in camera

Moved: Froom Seconded: Ebifegha

The meeting went in camera at 12:04 pm.

Vote carries.

Motion to go out of camera

Moved: Froom Seconded: Ebifegha

The meeting went out of camera at 12:10 pm.

Vote carries.

7. Meeting with Vice-Provost Students

Sandhu states we have a proposed meeting date of February 6, 2017 at 10 am. She states she would like feedback regarding availability for each Executive and any items that they may wish to bring forward. She states that we are not required to meet on that day and can seek another time to meet.

Froom states that she would suggest a later meeting date, though she could conceivably meet on Monday.

Pyne agrees.

Ebifegha states she agrees that it would be good to discuss the items we want to bring forward first collectively.

Sandhu states she will follow up with Kashyap and seek additional dates in February.

8. Class Representative Outreach

From states that we need to recruit class class representatives and hopes that we can all assist with doing outreach. She states that we are currently doing the class representative mail out to recruit representatives. She states that it would be good for executives to do class talks where we know part-time students are enrolled and otherwise do tabling.

Sandhu suggests that we do something similar for outreach this month as was done in the lead up for the Day Of Action. She will review the team calendar and assign two hours per Executive each week to do outreach.

From states this is a good idea and she can be available for this, as well as additional class talks.

Pyne states that he would like to personally boost outreach at UTSC and can table at SCSU events.

From suggests outreach on February 15, 2017 at UTSC given the Governing Council meeting will be taking place there that day.

Ebifegha suggests that we produce some flyers for outreach purposes that we can leave in classes when we make announcements to help connect with students.

9. CFS Ontario Lobby Week

Pyne states that CFS Ontario Lobby Week will take place from February 27 - March 2, 2017. He states that this gives APUS an opportunity to lobby government representatives about issues including tuition fees, the tuition fee framework, and issues affecting part-time students. He states that we may be able to send more than one representative to attend. He asks if others are interested and available to attend.

From, Ebifegha and Pyne state that they are interested in attending.

Sandhu states that she will follow up to confirm details regarding training for lobby week.

10. COSS Update

Sandhu states that Kashyap wanted to bring forward this item for discussion, to discuss the budget vote as well as Chair nomination. She states that she can speak to the Chair aspect. She states that it is APUS' turn to put forward a Chair nomination for the 2017-2018 cycle of COSS. She states that the Chair would need to be an APUS member. She states that with regards to the budget, she is not sure what Kashyap or Kuforiji wanted to bring forward to the Executive, but that typically we have a motion at

the Board to direct our COSS representatives. She states that the final meeting of COSS at which the budget will be voted upon will be February 13, 2017.

Froom states that we can discuss the budget at the Board. She states that we can all think about a recommendation for Chair.

Pyne states that he is surprised at the events surrounding the COSS chair nomination for this year. He states that Hudson was a very capable candidate for Chair. He states that we can check in with Kashyap and Kuforiji about their COSS updates.

11. Adjournment

Moved: Froom Seconded: Ebifegha

Vote carries.

The meeting adjourned at 12:44 pm.

c. Executive Committee Meeting #13 – February 23, 2017

In attendance: Richie Pyne, Margaret Ebifegha, Susan Froom, Mala Kashyap

Regrets: Modele Kuforiji

Staff: Danielle Sandhu

1. Call to order

The meeting was called to 5:52 pm.

2. Management Update

Motion to go in camera

Moved: Pyne Seconded: Froom

The meeting went in camera at 5:52 pm.

Motion to go out of camera

Moved: Froom Seconded: Pyne

The meeting went in camera at 6:30 pm.

3. Adjournment

Moved: Ebifegha Seconded: Kashyap

Vote carries.

The meeting adjourned at 6:30 pm.