



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

July 24, 2019
6:30pm
Meeting #3
APUS North Borden Office

Board of Directors' Meeting #3

Dear Directors of the Board,

The following package includes all the relevant documents in anticipation of the next APUS Board of Directors' Meeting to be held on **July 24, 2019 at 6:30 pm** in the APUS Board Room at the North Borden office.

Included in this package:

- I. Agenda (page 3-4)
- II. Minutes Package (page 5 – 19)
- III. Bylaw Amendment (page 20)
- IV. Executive Reports (page 21 – 24)
- V. Preliminary Budget 2019-2020 (attached in PDF)

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

Sincerely,

Jaime Kearns
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: Kearns Seconded: Pyne

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

3. Approval of Minutes

MOTION Moved: Froom Seconded: Coggon

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

- a. Board of Directors Meeting #8 – April 24, 2019
- b. Board of Directors Meeting #1 – April 24, 2019
- c. Board of Directors Meeting #2 – June 26, 2019
- d. Executive Committee Meeting #1 – May 28, 2019
- e. Executive Committee Meeting #2 – June 26, 2019
- f. Executive Committee Meeting #3 – July 9, 2019

4. Appointment of Speaker for 2019-2020

MOTION Moved: Kearns Seconded: Froom

Be it resolved that _____ be appointed Speaker for 2019-2020.

5. Resignation of Vice-President External

MOTION Moved: Kearns Seconded: Coggon

Be it resolved that the Board accept the resignation of Sam Xu from the position of Vice-President External and the Board of Directors.

6. Bylaw Review Committee 2019

MOTION Moved: Froom Seconded: Pyne

Be it resolved that a Bylaw Review Committee be struck to review and make recommendations to amend the APUS Bylaws by December 2019; and

Be it further resolved that the Vice-President Internal chair the Committee; and

Be it further resolved that _____ (up to three additional members of the Board) be appointed to the Committee.

7. Finance Committee 2019-2020

MOTION Moved: Froom Seconded: Coggon

Be it resolved that a Finance Committee be struck to prepare budgets for recommendation to the Board; and

Be it further resolved that the Vice-President Internal chair the Committee; and

Be it further resolved that the Executive Director, the President, and _____ (up to three additional members of the Board) be appointed to the Committee.

8. Bylaw Amendment

MOTION Moved: Froom Seconded: Kearns

Whereas it is desirable that APUS have a full Board of Directors that reflects the composition of the APUS membership; and

Whereas the current Bylaws stipulate that six of the twelve Directors be registered in Woodsworth College; and

Whereas this Bylaw has its grounding in the history of Woodsworth having been the “part-time college”; and

Whereas this is no longer the case and part-time undergraduate students are registered throughout the Colleges and Faculties, but particularly within the Faculty of Arts and Science; and

Whereas this historical anachronism of requiring half of our Board members be from one St. George campus College has resulted in a difficulty of filling Woodsworth seats on the Board in recent years, while potentially excluding other otherwise qualified members from running for election for the Board; therefore

Be it resolved that APUS Bylaw 6.03 be amended as follows:

6.03 Composition of the Board

(a) The Board of Directors shall be composed of twelve elected members who shall serve as the Directors of the Corporation.

(b) The elected Directors shall be elected by the Assembly from and amongst the members of the Assembly in accordance with the following:

(i) 6 Directors shall be members who are registered in ~~Woodsworth College~~; the Faculty of Arts and Science, St. George campus;

~~(ii) 2 Directors shall be members who are registered in any of Innis, New, St. Michael, Trinity, University or Victoria Colleges;~~

~~(iii)~~-(ii) 1 Director shall be a member who is registered in University of Toronto Mississauga Campus;

~~(iv)~~ (iii) 1 Director shall be a member who is registered in University of Toronto Scarborough Campus; and

~~(v)~~ (iv)-2- 4 Directors shall be directors at large.

Be it further resolved that the Board cause a copy of the Bylaw amendment to be sent to the Assembly for confirmation.

9. APUS Preliminary Budget 2019-2020

MOTION Moved: Froom Seconded: Pyne

Be it resolved that the Board of Directors approve the Preliminary Budget 2019-2020, as proposed in the addendum; and

Be it further resolved that the Board cause a copy of the Preliminary Budget 2019-2020 to be sent to the Assembly for confirmation.

10. Executive Reports

1. President
2. Vice-President Internal
3. Vice-President Events and Outreach
4. Vice-President Equity

11. Adjournment

II. MINUTES

a) Board of Directors Meeting #8 – April 24, 2019

In attendance: Jaime Kearns, Susan Froom, Jennifer Coggon, Christine Cullen, Mala Kashyap, Richie Pyne

Staff: Caitlin Campisi

Speaker: Nadia Kanani

1. Call to Order

The meeting is called to order at 3:28pm.

Everyone introduces themselves and states their access needs.

2. Approval of Agenda

MOTION Moved: Kearns Seconded: Froom

Be it resolved that the meeting agenda for Board of Directors' meeting #8 be adopted as presented.

Vote carries.

3. Approval of Minutes

MOTION Moved: Froom Seconded: Coggon

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

a. Board of Directors Meeting #7 – March 8, 2019

b. Executive Committee #15 – March 8, 2019

Vote carries.

4. Revised Operating Budget 2018-2019

MOTION Moved: Froom Seconded: Kearns

Be it resolved that the Board of Directors approve the Revised Operating Budget 2018-2019, as proposed in the addendum; and

Be it further resolved that the Board cause a copy of the Revised Operating Budget 2018-2019 to be sent to the Assembly for confirmation.

DISCUSSION

Froom states that the proposed Revised Operating Budget begins on page 9 of the package. She states that these numbers are accurate up until mid-April, as there are still expenses coming in until the end of the fiscal year on April 30. She states that these numbers are therefore not final. She notes that student fee revenues have gone up slightly. She notes that our printing service Revenue is slightly under last year but the year is not over yet. She states that we are also including interest revenue from some investments on this budget due to new budget realities.

Froom reviews our expenses. She notes that bank charges have gone down further this year as we continue to benefit from our new bank. She notes that we did not spend anything on legal this year but could next year. She states that our repairs and maintenance were much lower than anticipated. She states that our campaigns line and our events line will increase before the end of the fiscal year due to, for example, the Spring Banquet. She notes that we did not have high expenses for Exec and Board retreats this year which saved us some money. She states that we are now being frugal given our uncertain financial future. She notes that our salary expenses have gone up slightly as a result of collective bargaining in which we owed some retroactive pay which is accounted for here. She states that she is happy to answer any questions.

Coggon asks about our surplus for this fiscal year.

Froom notes that there was underspending in some areas as well as some additional expenses to come through before the end of the year. She notes that for example, we did not spend any on any legal fees this year.

Campisi notes that this underspending was intentional following the announcement of the Student Choice Initiative. She states that is prudent given that we remain uncertain about our future financial situation.

Coggon asks about potential costs for repairing the floors in the office.

Campisi notes that in past a past Health & Safety inspection of the North Borden office, we brought up concerns regarding a few places where the floorboards were not flat. She states that these concerns were addressed with temporary measures such as carpet over the specific areas and the main walkway. She notes that we were quoted a substantial amount to replace the flooring entirely. She states that if it becomes necessary after future Health & Safety inspections to replace the flooring entirely that this decision would come back to the Board.

Coggon and Cullen note that the budget is well put together and working well.

Vote carries.

5. Executive Reports

MOTION Moved: Froom Seconded: Pyne

Be it resolved that the Board accept the Executive Reports as presented.

DISCUSSION

1. Acting President & Vice-President External

Kearns notes that we held our last Cupcakes and Chill event of the series and we finished the puzzle we have been working on with students all semester. She states that she helped organize the March 20 walkout, did outreach leading up to it, and spoke at the rally as well. She states that she attended the Exam Jam on April 5 and did some outreach to students. She states that students really like our mental health pamphlets. She states that she attended the consultation on the implementation of the opt outs on ACORN. She attended the Governing Council meeting and spoke about how the U of T budget does not reflect the crisis that is happening at the moment in post-secondary education and spoke against the Student Choice Initiative. She participated in a teleconference for the CFS Ontario Executive Committee. She did some coalition work with the Ontario Federation of Labour, handed out pamphlets at St George

subway station. She attended the Silent Vigil in support of the student who passed away. She attended the Rad Social and spoke on behalf of APUS and to students. She also went to the part time student engineering social and met with part time engineering students. She also attended an emergency meeting with student clubs and groups about the Student Choice Initiative.

2. Vice-President Internal

Froom states she participated in regular APUS meetings. She also states that we have finished collective bargaining, including job descriptions and have introduced health and dental coverage for our part time employees which is wonderful. She also attended the consultation on the implementation of the proposed ACORN opt outs. She states that we have also met with the Office of the Vice Provost Students a few times in April about the Student Choice Initiative and APUS fees. She has met with the Library Committee three times. They are trying to make the central libraries more accessible to students with disabilities and also move towards more online course packs. She also met with the Community Liaison Committee where there is student housing being proposed. She states that she is pushing for housing for mature students including family housing. She also attended the Presidents Circle with Kearns to lobby the administration. She also attended the Ontario Federation of Labour Power of Many Conference with other CFS folks. She states that it was a full day conference, and she focused on coalition and solidarity between labour and students in terms of resisting the Ford government. She states she also attended the final Cupcakes and Chill. She states that she was active leading up to and in the March 20 walkout, including leafleting and outreach and the rally.

3. Vice-President Events and Outreach

Pyne states that he did not submit his Exec report for the Board package but will pass it out now. He states that he and Froom attended the last COSS meeting of the year. There were motions on the table regarding student participation but they got pulled at the last minute, however, they were still discussed at the meeting. For example, discussions concerning the abstentions of votes. He states that he spoke about the need to support students from the UTSC and UTM students, possibly by having UTMSU and SCSU representatives rather than QSS and CSS reps. UTGSU also brought forward a nomination for Chair for next year, which was passed at COSS and will go forward to UAB for approval. He was also at the March 20 walkout, including outreaching, helping clean up and participating in the march. He also attended a livestream at First Nations House called “Practising Peace for Climate Justice: Haudenosaunee Knowledge in Global Context” which he found very interesting around Indigenous knowledge and climate justice.

4. Vice-President Equity

Coggon notes that the Student-led Sexual Violence Policy Consultations were finished this month. The last one was at UTSC and she states that we are now putting together a final report to submit to the administration with UTGSU. She notes that she liaised with the Project Affinity Network at the Rotman Institute for Gender and the Economy (GATE). She also communicated with U of T’s first Sexual Harassment Officer, which she learned about while doing research for our 50th anniversary. She facilitated our support for VUSAC’s Renaming Ryerson campaign. She also attended the March 20 walkout, including helping with breakfast and banner-making. She is exploring the possibility of doing a workshop with Hillel. She states that she did a lot of outreach around the Annual General Meeting and Assembly meetings, particularly with MATSA. She states that she also attended the final Cupcakes and Chill events.

Vote carries.

6. Adjournment

MOTION Moved: Froom Seconded: Kashyap

The meeting is adjourned at 4:03pm.

Vote carries.

b) Board of Directors Meeting #1 – April 24, 2019

In attendance: Jaime Kearns, Susan Froom, Jennifer Coggon, Christine Cullen, Mala Kashyap, Richie Pyne, Sam Xu
Staff: Caitlin Campisi
Speaker: Nadia Kanani

1. Call to Order

The meeting is called to order at 4:27pm.

Everyone introduces themselves and states their access needs.

2. Review of Executive Election Procedures

Campisi reviews the election procedures under Bylaws 7.01.

3. APUS Executive Committee Elections

a) President

MOTION Moved: Coggon Seconded: Froom

BIRT that Jaime Kearns be appointed President for the 2019-2020 term.

DISCUSSION

Kanani asks for nominations for President.

Froom nominates Kearns. Kearns accepts the nomination.

Kearns states that she would like the opportunity to be President. She has been able to serve as Acting President in this position for the past 2 months and it has been eye-opening. She has enjoyed the experience and she has been able to do what the Board has directed her to. She is Anishinaabe and in their tradition, Chiefs are the voice of the people, not a decision maker. Historically, the Chief was the one that spoke for the people. For her, the role of person who has been elected by the community is to do what the community wants and to speak for the community. If the Board says this is what we want to do, then it is her job to find the best way to say that and get our collective point across. She will take what the Board and the membership say and get that message across. She would like to be that voice.

Kanani asks if there are any questions for Kearns.

There are no questions.

Vote carries.

b) Vice-President Internal

MOTION Moved: Coggon Seconded: Kearns

BIRT that Susan Froom be appointed Vice-President Internal for the 2019-2020 term.

DISCUSSION

Kanani asks for nominations for Vice-President Internal.

Kearns nominates Froom. Froom accepts the nomination.

Froom states that we will be facing challenges in the upcoming year that specifically affect the VP Internal portfolio due to the proposals from the Ford government. She states that we will have to make changes to our bylaws and policy due to these changes. We will also have to make changes to our budget because we will no longer know what our revenues will be. She is looking forward to chairing the Finance Committee to deal with this. If the Board desires, she will also chair the Bylaw Committee. She has very much enjoyed serving on the Board and as VP Internal and hopes to serve in this position next year.

Kanani asks if there are any questions for Froom.

Pyne asks what actions will you take to ensure our stability in the case of severe financial instability for APUS.

Froom states that we do have a bit of a reserve and a surplus, which we will look at as a possibility for dealing with financial instability. She states that we could consider cutting back on some expenses without a huge impact on services, or being economical. She notes that layoffs or partial layoffs may have to be a possibility. She is familiar with the Union and the collective agreement. She notes we have recently taken steps regarding our job descriptions that will help our staff as we move forward with the Student Choice Initiative. She states that we will work with our knowledge of what is essential vs non-essential under the new Framework. She states that we should maximize our income by working within the essential framework and minimize our expenses as needed.

There are no further questions.

Vote carries.

c) Vice-President External

MOTION Moved: Coggon Seconded: Kearns

BIRT that Sam Xu be appointed Vice-President External for the 2019-2020 term.

DISCUSSION

Kanani asks for nominations for Vice-President External.

Kearns nominates Xu. Xu accepts the nomination.

Xu states that he will make it a priority to create a sense of community among part time students at U of T. He states that he likes outreach and enjoys speaking to his fellow students. He states he will work closely with the President to implement the Executive's priorities.

Kanani asks if there are any questions for Xu.

Pyne asks what brought Xu to APUS.

Xu states that he was elected as a Class representative in this past year.

Coggon asks Xu about his Toastmasters experience.

Xu gives examples of his Toastmasters experience, including speaking to other students.

There are no further questions.

Vote carries.

d) Vice-President Events and Outreach

MOTION

Moved: Froom

Seconded: Kearns

BIRT that Jennifer Coggon be appointed Vice-President Events and Outreach for the 2019-2020 term.

DISCUSSION

Kanani asks for nominations for Vice-President Events and Outreach.

Froom nominates Coggon. Coggon accepts.

Coggon states that she was Vice-President Equity for the past year, and she has done a lot of outreach. She has supported our events and done outreach including putting up posters, giving out food to students, and liaising with many groups on campus. She did outreach and lobbying around having harm reduction pamphlets on campus. She developed the APUS 50th anniversary quiz, and contributed a lot to our 50th anniversary magazine. She notes that we will have to embed in all events what value APUS gives students due to the changes from the Ford government. She states that APUS has an incredible value for students and that it pays many times over, and that we need to explicitly state that now. With budgetary constraints, we will have to focus on membership retention and develop outreach tools around the cuts to OSAP and the Student Choice Initiative. She notes she is dealing with a health concern and will need accommodations to do the role and folks have been very supportive at APUS. She will be doing her absolute best and is happy to work on the APUS team. She states that APUS will continue to fight for the rights of students and on behalf of students.

Kanani asks if there are any questions for Coggon.

There are no questions.

Vote carries.

e) Vice-President Equity

MOTION Moved: Coggon Seconded: Kearns

BIRT that Richie Pyne be appointed Vice-President Equity for the 2019-2020 term.

DISCUSSION

Kanani asks for nominations for Vice-President Equity.

Froom nominates Pyne. Pyne accepts the nomination.

Pyne states that he has privilege as a Black cis male in the Vice-President Equity role. He states that APUS is a very equity-focused group, and we do a lot of that work on campus with our collaboration partners. He is still learning and he will make an effort to continue learning. He has been making a lot of visits to Students for Barrier-Free Access, First Nations House and other groups. He has always been interested in this work and he will do his job as a representative of all the folks that need to be represented. He wants to see a lot more of folks that are not always given platforms. For example, a reality is that the food bank could be closing and this is conversation that he has not seen happening on campus but it is one that needs to happen. He states that he would like to be a part of making sure these conversations happen.

Kanani asks if there are any questions for Pyne.

There are no questions.

Vote carries.

f) Motion to destroy ballots

Moved: Pyne Seconded: Kashyap

Vote carries.

4. Adjournment

MOTION Moved: Coggon Seconded: Kearns

The meeting is adjourned at 5:17pm.

c) Board of Directors Meeting #2 – June 26, 2019

In attendance: Jaime Kearns, Susan Froom, Jennifer Coggon, Richie Pyne

Staff: Caitlin Campisi

Speaker: Nadia Kanani

1. Call to Order

The meeting is called to order at 6:29pm. The Speaker states that we do not have quorum and the meeting is therefore adjourned. She states that we already have our next Board meeting

scheduled for July 24, 2019 at 6:30pm in order to consider the Preliminary Budget 2019-2020. She states that we will consider the items on this agenda as well as the budget at the July 24 meeting.

2. Adjournment

The meeting is adjourned at 6:33pm.

d) Executive Meeting #1: Visioning – May 28, 2019

In attendance: Jaime Kearns, Susan Froom, Jennifer Coggon, Richie Pyne
Staff: Caitlin Campisi

1. Part-Time Study 101: Discussion

Discussion of what it means to study part-time, including balancing family responsibilities, caretaking, work responsibilities, community commitments, learning as an end in itself, accessibility. Discussion of the benefits and challenges of studying part-time.

2. Achieving our goals: Discussion & decision

Discussion of working together as a team, relationship with staff, staff priorities including new programming and services. Discussion of Executive Committee responsibilities & expectations, including the policy, outreach hours, emails, and regular meetings. Discussion of how we can support each other as a team. Discussion of what folks would like to learn in their roles this year.

Decision: Executives will do outreach hours as a group every Wednesday afternoon at Sid Smith during the summer. This will be a continuation of Cupcakes & Chill style programming, such as puzzles.

Decision: Executive meetings every other Wednesday following Sid Smith programming.

3. APUS 2019-2020: Student Choice Initiative & New Challenges

Discussion of Student Choice Initiative, including background and on APUS Student Society Fee for 2019-2020. Discussion of how this will affect our budget, including essential and non-essential portions of the APUS society fee. Discussion of need for new format for budget and new challenges for budget projections. Discussion of changes & restructuring at APUS: governance restructuring, academic support programming, academic advocacy programming, mental health programming, etc. Review of APUS Summer Semester Project Timeline. Review of APUS overall goal of sustainable membership retention. Discussion of ideas for APUS membership retention, including strengthening our Lunch & Learn series (Photoshop, LinkedIn, media training, networking, etc.)

4. Developing our portfolios

Discussion on building our portfolios to support APUS outreach and membership retention, responding to the Student Choice Initiative, and what we would like to achieve for part-time students this year.

Overview of individual portfolios and goals:

President:

- supporting the APUS team as a whole
- continuing our new Academic Support Workshop Series & Financial Aid for Part-Time Students workshops
- increasing our academic support programming
- maintaining and promoting our regular Take a Break ‘puzzles and chill’ style programming
- increasing our visibility and outreach
- prioritizing our Governing Council & OVPS advocacy on behalf of part-time students
- advocacy with Indigenous Initiatives
- working with and promoting CFS-Ontario

VP Internal:

- APUS budget restructuring & APUS bylaw restructuring
- CFS & CFS-O bylaw restructuring
- promoting APUS & CFS advocacy and services
- further leveraging Sid Smith office for outreach to students
- prioritizing mature students, students with disabilities and students with family responsibilities within our academic support, mental health and career services programming
- addressing exam re-take fees and scheduling at the Faculty of Arts & Science

VP Events and Outreach:

- promoting education about the Student Choice Initiative to our membership
- supporting and advocating for student groups, course unions, etc.
- education around the value of APUS and APUS services
- leveraging the Sid Smith office for events and outreach
- measuring our outreach initiatives
- promoting and prioritizing the APUS Bursary Program

VP Equity:

- prioritizing mental health programming
- leveraging the APUS boardroom for academic support programming, i.e. study groups, study hubs, appointment or drop-in
- prioritizing cultural and other groups of students within our academic support programming, i.e. study group for BSA, MSA, FNH members
- increasing our Lunch & Learn career services programming
- empowering and supporting clubs
- supporting and working with SBA and OPIRG
- Indigenous signage for APUS offices.

5. APUS representatives to Committees

Discussion of APUS representatives and/or liaisons to the following Committees or spaces.

Decision:

- Governing Council: Jaime and Susan
- Meetings with OVPS: Jaime
- Faculty of Arts and Science Council: Susan
- Woodsworth College Council: Jen
- WCSA: Jen

- COSS: Jaime and Richie
- Library Committee: Susan
- Community Liaison Committee: Susan
- Hart House Board of Stewards: Richie
- Council on Athletics and Recreation: Jaime
- Student Initiative Fund: Jen
- CFS and CFS-O: Jaime

e) Executive Meeting #2 – June 26, 2019

In attendance: Jaime Kearns, Susan Froom, Richie Pyne, Jennifer Coggon
Staff: Caitlin Campisi

1. Call to order

The meeting is called to order at 2:28pm.

2. Approval of the agenda

MOTION Moved: Froom Seconded: Coggon

DISCUSSION

Item 4, Student Choice Initiative, be switched with Item 6, Discussion on space bookings on campus.

Be it resolved the agenda be approved as amended.

Vote carries.

3. Approval of the minutes from May 28, 2019

MOTION Moved: Froom Seconded: Kearns

Be it resolved the minutes be approved as presented.

Vote carries.

4. Discussion on space bookings on campus

Coggon provides a summary of recent difficulties related to booking spaces for student events on campus, particularly outdoor spaces. Outdoor spaces are not listed on the ACE campus room finder, and it is a challenge to identify who is responsible for booking outdoor spaces. Additionally, there appears to be confusion on the part of the administration as to who is responsible for booking these outdoor spaces. We tried to do a booking for back campus field through ACE for our Pride Picnic event but were told that we would need to have Campus Police present, which is not acceptable. This led to our indoor Plant Pot Painting Party as an alternative. Additional frustrations with ACE include room bookings over the past year and the fact that ACE is under-staffed and often takes a long time to approve room booking requests. Plant Pot Painting Party worked out but these are ongoing problems that should be addressed with OVPS or the appropriate administrative body. Decision to bring these issues to our next OVPS meeting: understaffing at ACE, lack of outdoor space on Campus Room Finder, and the issue of police presence at student events.

5. CFS-Ontario General Meeting August 15-18

Executives discuss attending the CFS-Ontario General Meeting on August 15-18. All Executives and the Executive Director are interested.

MOTION Moved: Kearns Seconded: Froom

Be it resolved that APUS send up to 5 delegates to the CFS-Ontario General Meeting in August 2019.

Vote carries.

6. Updates on the Student Choice Initiative & APUS Fees 2019-2020

Kearns provides a summary of the process of breaking down our APUS fees with the OVPS with Froom, Campisi, and our Academic Advocacy Coordinator. She states that our final APUS fees for 2019-2020 is 71% essential (\$9.57) and 29% non-essential/optional (\$4.08). Our essential fees are Academic Support, Career Services, Health & Counselling, Financial Aid, Safety, Health Plan and Dental Plan. Our optional fees are APUS Bursary Program, APUS Handbook, APUS Tax Clinics, APUS Events, Part-Time and Proud and Equity Programming, Part-Time Student Representation and Student Meeting, CFS, and OPIRG. Review of the confirmed fee table from the OVPS. Review of the fee descriptions for each of the APUS fees, both essential and non-essential. Review of the budget provided for the fee break down. Discussion of our programming moving forward and focus on academic support, financial aid, Take a Break mental health programming, Lunch & Learn series. Our membership has always been mature students, marginalized students, part-time students and our programming reflects that, for example, our Part-Time and Mature Student Orientation has always had a focus on academic support, career services and financial aid. Our fees are quite low and we intend to keep them this way.

f) Executive Meeting #3 – July 9, 2019

In attendance: Jaime Kearns, Susan Froom, Jennifer Coggon, Richie Pyne
Staff: Caitlin Campisi, Siva Sivarajah

1. Call to order

The meeting is called to order at 3:13pm.

2. Approval of the agenda

MOTION Moved: Kearns Seconded: Froom

Be it resolved the agenda be approved as presented.

Vote carries.

3. Approval of the minutes from June 26, 2019

MOTION Moved: Froom Seconded: Coggon

Be it resolved the minutes be approved as presented.

Vote carries.

4. APUS Services Report 2018-2019

MOTION Moved: Kearns Seconded: Pyne

Be it resolved the APUS Services Report 2018-2019 be approved as presented.

DISCUSSION

The Services Report has been circulated in advance to the Executive Committee. Sivarajah begins by presenting results from the APUS Services Survey that we ran this past Winter semester. He highlights that the results from the survey show that 47% of our members identify as mature students. He highlights that the two most requested services include: workshops on applying to grad school and writing support workshops. He notes that the results of the Services Survey inform the Services Report.

The first service to cover is Health & Dental. We made improvements to our coverage last year, as well as for the next year. OHIP+ will be no longer and this could make a difference in our usage and renewal. Sivarajah therefore recommends keeping an eye on what happens to our usage now that OHIP+ will no longer exist. He wants to actively promote our coverage and benefits, not just the plan itself, i.e. the Service Provider Networks and Discount Networks. It is recommended to use social media more for promotion, and to use images to help explain how to make a claim, for example. Froom suggests increased promotion of our coverage periods for Fall only, Winter only and Fall/Winter students, including a reminder regarding coverage throughout summer. Discussion of differences between APUS and other undergraduate student unions in terms of these time periods. APUS has six months and six months coverage which we find fair to all students, however, some other plans are four months and eight months which can cause a gap in coverage and/or confusion for students switching plans. Discussion of changes to OHIP+ and communication through Greenshield memos. Discussion of ways to promote this information in our Sid Smith office specifically, for example, using the digital board to promote our travel insurance in the Winter semester.

The second service to cover is the APUS Sid Smith Lounge Space and Printing Space. The new social programming, events, outreach and Executive presence at the space is great and needs to continue in order to cultivate a real space for part-time student community. Sivarajah's increased tea, coffee, and hot chocolate has been very well-received. It is recommended that we offer sexual and menstrual health supplies in the space as well. Froom recommends Planned Parenthood and U of T based groups as alternative resources for getting these supplies. Pyne recommends also providing educational resources around sexual and gender identities and sexual and menstrual health, including intersections between mental health & sexual health intersections, etc. Discussion of George Brown's Community Action Centre as an example. Sivarajah is in favour but states from experience that folks working in that space will be asked questions about these topics and we should keep that in mind. Discussion of ways to provide this information, for example, a shoe rack with pockets that can be hung up and used to display resources. Discussion of having updated harm reduction materials available. Discussion of ongoing development of referral list, both campus and community, that will be ready for September. Sivarajah presents numbers on printing usage, which is high. Kearns highlights that Executive presence at Sid Smith is really important, specifically that Executives should have consistent office hours which can be on a calendar of events that can then be communicated to our membership so that they can ask Executives specific questions.

The next service to cover is tax clinics. Sivarajah states that volunteers receive CCR accreditation. He provides a breakdown of the students whose taxes we filed this past year. He states that 167 students were supported, including all APUS members who signed up for the service. However, overall, many more UTGSU members signed up for the service and were therefore served. As a result, we had discussions with UTGSU about them covering 70% of the expense, and us covering 30%, which was agreed. Moving forward, we might consider only serving APUS members and that way more of the service could be done in house. We should keep in mind that the tax clinics are 'non-essential'. We would like to ensure to keep offering this service to APUS members but should wait to see how many folks opt in and move from there.

The final service to cover is our APUS Bursary Program, which was completely revamped at this time last year. Sivarajah states that it was a great first year for the program and provides summary numbers in terms of applications. Discussion of various ways to increase the Program and continuing to prioritize marginalized members. Recommendations to give out more general bursaries throughout the year and/or also give out more of the identity-based bursaries. We should run the program for another year to have a better sense of how it develops beyond a first year.

Vote carries.

5. APUS New Services Proposal: Academic Workshop Series

MOTION Moved: Froom Seconded: Pyne

Be it resolved the APUS New Services Proposal: Academic Workshop Series be approved as presented.

DISCUSSION

Sivarajah presents the proposal for the Academic Workshop Series, which was circulated to the Executive in advance of the meeting. He states that the pilot project on applying to graduate school that we are running this summer is going well and that we are receiving feedback that it is different from anything that U of T offers because it is focused on real peer support. He states that we are partnering with SBA on this series. Sivarajah goes over the details in the proposal, including the three proposed series within the overall workshop series for next year: applying to graduate school, academic writing and research, financial and academic self-advocacy skills and resources. He presents the budgets which include tokens, ASL interpretation, food, and honoraria for speakers and facilitators.

Pyne states that he loves the proposal as it addresses concerns from the Services Survey. He states that he likes the focus on community members rather than U of T in terms of facilitation and resources.

Froom states that she is in favour of providing honoraria to external facilitators and speakers.

Coggon suggests contacting NEADS to see if there are any bursaries or resources that could support this workshop series. She states that CFS-Ontario could be another resource on changes to OSAP, etc.

Executives are all in favour of approving the proposal.

Vote carries.

6. Toronto Fridays for Future: Climate Strike September 27, 2019

MOTION Moved: Froom Seconded: Kearns

Be it resolved that APUS endorse the Toronto Fridays for Future Climate Strike on September 27, 2019.

DISCUSSION

Froom presents a request from students working with Toronto Fridays for Future to endorse a Climate Strike on September 27, 2019. Discussion of the action and ways that APUS could support. Kearns agrees to be the point person on the Executive, and staff will support as well.

Vote carries.

7. Adjournment

MOTION Moved: Coggon Seconded: Pyne

The meeting is adjourned at 5:21pm.

III. BYLAW AMENDMENT

6.03 Composition of the Board

(a) The Board of Directors shall be composed of twelve elected members who shall serve as the Directors of the Corporation.

(b) The elected Directors shall be elected by the Assembly from and amongst the members of the Assembly in accordance with the following:

(i) 6 Directors shall be members who are registered in ~~Woodsworth College~~; the Faculty of Arts and Science, St. George campus;

~~(ii) 2 Directors shall be members who are registered in any of Innis, New, St. Michael, Trinity, University or Victoria Colleges;~~

~~(iii)~~(ii) 1 Director shall be a member who is registered in University of Toronto Mississauga Campus;

~~(iv)~~ (iii) 1 Director shall be a member who is registered in University of Toronto Scarborough Campus;
and

~~(v)~~ (iv)-2- 4 Directors shall be directors at large.

IV. EXECUTIVE REPORTS

1. President

A) APUS Meetings/Events

To begin the new term in my role as President, I **informally met with all the Executives** individually to see if there were any questions or concerns arising from the challenges that we will face in the upcoming year. On May 3rd, 2019, I met with the VP External to **introduce him to his portfolio** and change over account information. At the end of the month on May 27th, 2019, I participated in an **Anti-Oppression Training session** which was very informative and helpful. On the following day I attended the **Executive Visioning** meeting.

B) U of T Governing Body Meetings

On May 8th, I attended a meeting with the OVPS to discuss the fee breakdown for the APUS society fee. The **Allocation of Student Space** is a committee that I was able to be a part of and I submitted my recommendations on May 22nd.

C) CFS, External or Community Meetings/ Events

The **CFS-O Executive Committee** met on May 11th -12th, 2019 at which time I was ratified as the APUS representative. I had the privilege of attending the **National Circle of First Nations, Metis, and Inuit Students** stand-alone meeting held in North Bay Ontario from May 17th -20th. I recommended that a larger portion of the budget be allocated to increase the subsidization of FNMI students to attend the National General Meeting. This is to ensure that Indigenous students have the opportunity to participate in the decision-making space at these meetings. On May 21st I participated in an **Emergency Ontario Executive** conference call regarding the lawsuit that the CFS National is putting forward to the Ontario Government. I attended the **CFS Nation General Meeting** from June 7th – 12th. On June 13th, I attended a meeting with **MPP Jessica Bell** and several student and labour unions to discuss the changes that are happening within the Ontario Government. On June 18th, I participated in a conference call to discuss the **CFS Regional Skills preparation** that are going to be taking place at the end of July.

D) Outreach and Office Hours

On May 7th and 8th I held **office hours** at the Sid Smith office.

E) Campaigns, Advocacy and Research

On May 23rd I attended a meeting with **Mature and Transfer Students** to give feedback on the Welcoming that they are hosting for orientation week. I also met with **Student for Barrier Free Access** on May 29th to strengthen our commitment of maintaining a strong partnership with them.

2. Vice-President Internal

A) APUS Meetings/Events

I participated in the annual APUS Executive Visioning meeting as well as Anti-Oppression Training on May 27 and 28. I worked with the Finance Committee to prepare the APUS fee breakdown and fee descriptions to comply with the disputed provincial “Student Choice

Initiative”. I updated signing authority with our banks. I participated in regular Executive, Management and Finance Committee meetings.

B) CFS, External or Community Meetings Events

I attended the Canadian Federation of Students Semi-Annual General Meeting from June 7-12. I drafted four motions from Local 97 (APUS) for submission to the meeting. Three of these motions were in response to the CFS National funding shortfalls anticipated as a result of the Student Choice Initiative. Collectively, they had the intent of changing from two to one general meetings per annum, which necessitated shifting the start of the National Executive term of office, and shifting the timing of the fiscal year. I served on the Organizational Services and Development Committee where these motions were considered. The motions were amended and passed, with the effect that henceforth there will be one CFS National General Meeting in October or November, the National Executive term will begin on May 1, and the fiscal year will continue as previously, beginning on July 1. APUS’ other motion, which allows greater flexibility in the scheduling of the plenary portion of the CFS AGM, also passed without amendments.

C) Outreach and Office Hours

On May 23, I attended and outreached at a University College event.

D) Campaigns, Advocacy and Research

I continue to research possible impacts and develop responses to provincial changes to funding of post-secondary education and the “Student Choice Initiative”, with a focus on the impact on APUS fees, as well as researched possible issues arising from motions to be considered at CFS AGM.

3. Vice-President Events and Outreach

A) APUS Meetings/Events

On May 27, I did one-on-one visioning and planning with President and Executive Director. We had a very productive discussion reviewing my VP Events and Outreach role for the coming year and how the Student Choice Initiative will impact my portfolio and our team priorities.

On May 27, I attended **Anti-Oppression Training** with the Executive. Our team participated in an excellent review and discussion of anti-oppression tenets using every-day, lived examples that made it clear how to apply anti-oppression principles.

On May 28, I attended **Executive Visioning**. We reviewed the impact of the Student Choice Initiative on our portfolios, organizational and individual goals and team capacities for the year. It was an important preview of the challenges our APUS team and our APUS members will face. Our staff have implemented some fantastic programming over the summer and into the fall such as APUS’s first (very attractive and useful) handbook and a summer series with SBA on applying to graduate school, as well as the summer bursary program managed by our Member Services Coordinator. Our Events Coordinator artistically rebranded our website and our Sid Smith office now provides much needed prayer space. I’m always impressed with our talented and ambitious staff.

Pride Event Planning: May and June were focused on planning our pride event. On May 22, the Advocacy Coordinator and I attended the Pride Planning committee to learn about the planned campus Pride events. We reached out to LGBTQOUT to co-host a Pride event. Various campus departments were solicited to book an outdoor space for an outdoor picnic or indoor plant pot

painting. Our Events coordinator and I reviewed potential sites and purchased some supplies for the event. Our Events Coordinator, President and VP Outreach conducted scientific field tests of kite aerodynamics. I solicited and charted bids from several face-painters for our Pride event and for future reference.

On June 26, APUS, LGBTQOUT and NewPRIDE will host a free **Plant-Pot Painting Extravaganza** at the Multifaith Centre Main Activity Hall. It was such a blast last fall that we decided to host a summer version. Our artistic participants will be able to bring home their beautifully decorated pots. We will also provide a plant care guide, party surprises and hot food.

Future events: We began planning discussions with the Events Coordinator and scouting potential venues for Caribana Patio Lime (August 1 - provisional date, and our plans for September orientation.

B) U of T Governing Body Meetings

Due to my concussion issues I have not been holding office hours or attending governance meetings, working mostly at home as my symptoms allow. I did not attend the CFS National meeting in Kanata. The team has been incredibly supportive to accommodate my recovery and I am very grateful for their compassion and their patience with me.

C) CFS, External or Community Meetings/ Events

Student-led Sexual Violence Policy Consultation Committee: I helped revise the SVP report comparing the 2016 to 2019 reports. The students' recommendations will offer recommendations for U of T administration to revise the SVP within a survivor-centric, intersectional framework. The themes include Urgency, Intersectionality, Rape Culture, Accessibility of Supports, Agency and the Companion Guide. Recommendations include improving education about the policy itself and the process to survivors.

U of T must implement support services beyond the minimal standard, which includes thorough training for campus police and employees who may receive a disclosure. Students want the university to embrace the spirit, not the letter, of the law to build prevention into the university system as a whole using best practices recommended by students' own lived experience, sexual violence research, and model programs.

D) Campaigns, Advocacy and Research

I sent a notice of a webinar to our Advocacy Coordinator who posted it in *The Voice*: June 25 - Addressing Mental Health and Well-being by Creating Balanced and Supportive Post-Secondary Environments.

I circulated the Sexual Violence Prevention and Support Centre's two year report to our team and UTGSU Commissioner.

I researched City of Toronto bylaws on kite flying. We all love to kite fight of course, but remember that we can't do kite fighting in certain parks because the string has glass in it to cut the opponent's kite and this string is hazardous if left lying on the ground or hanging in trees. In fact even non-weaponized kite string is a general menace, choking birds and other animals and it costs the City to cut it from tree branches. Kite flying may be hazardous to our community health. So us kite-flyers and kite-fighters shouldn't have too much fun this summer --we'll kill some unsuspecting critter and pollute our lovely parks.

I participated in the May 9 CFS webinar on the impact of the SCI and shared powerpoint slides with the team and our allies.

I offered feedback on “APUS Letter of Support for Legal Challenge” which states our solidarity with the legal challenge by CFS and YFS against the Ontario government for initiating SCI on improper grounds.

4. Vice-President Equity

A) APUS Meetings/Events

APUS Executive Visioning (May 28th)

I attended the APUS Exec Visioning meeting planning for the next year at APUS, in relation to the VP Equity portfolio.

APUS Anti-Oppression Training (May 27th)

I attended an anti-oppression training for the APUS Executive, discussing the importance and needs of working in an inclusive, anti-oppressive framework.

B) CFS, External or Community Meetings/ Events

Canadian Federation of Students –National General Meeting (June 7th – June 11th, 2019)

I and APUS Execs and staff attended the Canadian Federation of Students National General Meeting at the Brookstreet Hotel located in Kanata, Ontario (Ottawa Region). Folks were able to talk about current student issues in post-secondary education in their provinces as well as discuss and plan around the upcoming changes in the Ontario Government and the Student Choice Initiative, along with the recent updates of the legal challenge against the Ontario Government with the York Students’ Federation (YFS). Members were also introduced to the “Time to Be Bold” campaign for advocating on student issues, educating people on electoral issues and encouraging voter registration and awareness for the upcoming Canadian Federal Election.

C) Outreach and Office Hours

International Day Against Homophobia and Transphobia (May 17th)

Along with APUS staff, I attended outreach for the International Day Against Homophobia and Transphobia on May 17th. This outreach was organized by the Canadian Federation of Students-Ontario and many students from across the GTA participated in this outreach session.