



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

October 29, 2019
6:30pm
Meeting #4
APUS North Borden Office

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 29, 2019 at 6:30 pm** in the APUS Board Room at the North Borden office.

Included in this package:

- I. Agenda (page 3)
- II. Minutes Package (page 4 – 14)
- III. Executive Reports (page 15 – 20)
- IV. Draft Audited Financial Statements 2018-2019 & Auditor's Report to the Board (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: Pyne Seconded: Coggon

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

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 #3 – July 24, 2019
- b. Executive Committee Meeting #4 – July 17, 2019
- c. Executive Committee Meeting #5 – July 24, 2019
- d. Executive Committee Meeting #6 – August 7, 2019

4. Resignation of Board Member

MOTION Moved: Kearns Seconded: Coggon

Be it resolved that the Board accept the resignation of Mala Kashyap from the Board of Directors.

5. APUS Audited Financial Statements 2018-2019

MOTION Moved: Froom Seconded: Kearns

Be it resolved that the APUS Audited Financial Statements for the fiscal year ending August 30, 2019 be approved as presented.

6. Health & Dental Plan Mental Health Coverage 2019-2020

MOTION Moved: Kearns Seconded: Froom

Be it resolved that the Board of Directors increase the psychology and counselling benefit on the current APUS Health & Dental Plan 2019-2020 to cover \$125 per visit up to 20 visits at a projected increase of \$130,000 in total annual premiums for the current year; and

Be it further resolved that the previous years' Health & Dental plan accumulated surplus be used to cover the projected increase in premiums as needed; and

Be it further resolved that this increase in coverage be retroactive to September 1, 2019.

7. Executive Reports

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

8. Adjournment

II. MINUTES

a) Board of Directors Meeting #3 – July 24, 2019

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

1. Call to Order

The meeting is called to order at 6:49pm.

Pyne reviews the agenda and states that he will be chairing this Board meeting in the absence of our regular Speaker.

2. Approval of Agenda

MOTION Moved: Kearns Seconded: Froom

Be it resolved that the meeting agenda for Board of Directors' meeting #3 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 #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

Vote carries.

4. Appointment of Speaker for 2019-2020

MOTION Moved: Kearns Seconded: Froom

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

DISCUSSION

Kearns states that the Executive Committee is recommending Nadia Kanani as Speaker for 2019-2020 year. She has been our Speaker for the past year and she has been amazing. She knows our procedures and our Bylaws and she is interested in being our Speaker for the coming year.

Vote carries.

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.

DISCUSSION

Pyne states that this is a procedural motion to accept Xu's resignation.

Kearns states that Xu has submitted his resignation due to academic reasons. She thanks him for her service to APUS and wishes him well on his academic journey.

Pyne also thanks Xu for his service to APUS.

Vote carries.

6. Bylaw Review Committee 2019

MOTION Moved: Froom Seconded: Coggon

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 Richie Pyne and Jennifer Coggon be appointed to the Committee.

DISCUSSION

Pyne states that this is our general process for striking Committees of the Board.

Froom states that our Bylaws are gradually improving but with changes coming from the government it may be necessary to revisit them. She states that we may also learn more in the next few months regarding best practices for our Bylaws. She states that the Vice-President Internal chairs this Committee as per our Bylaws. She states that the Executive Director provides staff support for this Committee, and the President is an ex-officio member.

Pyne and Coggon state that they are interested in serving on this Committee.

Cullen states she is in favour of Coggon and Pyne being appointed to the Committee.

Vote carries.

7. Finance Committee 2019-2020

MOTION Moved: Froom Seconded: Cullen

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 the Vice-President Internal be appointed to the Committee.

DISCUSSION

Froom states that in our Bylaws we require that a Finance Committee be struck, and usually the practice is the President, the Vice-President Internal and Executive Director serve on this Committee. She is therefore bringing it to the Board to see if any other Board members would like to serve on the Committee or would like to see it expanded. She states our usual practice has worked well in the past.

Coggon asks regarding advantages and disadvantages of having more or less people on our Finance Committee.

Froom states that this has always been in our Bylaws and that it is the will of the Board to decide each year if they would like to appoint additional members to the Board.

Cullen recommends the Executive Director, the President, and Vice-President Internal be appointed to the Committee.

Vote carries.

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.

DISCUSSION

Froom states that the Executive Committee is recommending this bylaw amendment to the Board. Froom states that the proposed amendment is consistent with our current composition in that we will have seats from the Faculty of Arts & Science on the St George campus, Mississauga campus, and Scarborough campus as well as at-large Directors. She states that the difference is that currently we have the St George Faculty of Arts & Science divided into Colleges and have 6 seats for Woodsworth, and only 2 seats for all other Colleges. She states that historically Woodsworth was a part-time College, and this is no longer the case as part-time students are enrolled at every college on the St George campus. She states that the current composition has led to difficulties in electing a full Board. She states that we have had interested students who wanted to be on the Board but could not because they were not from Woodsworth. She is therefore proposing the following composition: 6 St George Faculty of Arts & Science, 1 UTM, 1 UTSC, 4 At-Large Directors. She states that therefore we are still guaranteeing representation from the three campuses, as well as guaranteeing seats for St George campus Faculty of Arts & Science, as well as allowing 4 At-Large Directors who can be from any faculty, college, or campus. She states that this will allow interested students to join the Board. It will go into effect immediately and this will allow us to expand the number of filled seats on our Board.

Cullen stats that she is in favour of the bylaw amendment to the composition of the Board.

Vote carries.

9. APUS Preliminary Budget 2019-2020

MOTION Moved: Froom Seconded: Kearns

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.

DISCUSSION

Pyne states that the Preliminary Budget was sent out in the Board package. He states that this is our Preliminary Budget which will come back to the Board throughout the year as it is revised.

Froom states that this will be a difficult year coming up as the Student Choice Initiative comes into effect in September. She states that this is therefore a hybrid budget as May - August is our old fee structure, and then September - April is the new Student Choice Initiative fee structure. She states that we have therefore had to make some projections for this budget. We have assumed an enrolment of 5500 students for Fall/Winter, and that 30% will opt-in to the optional fees. Those are the two assumptions on which this budget is based. This is based on enrolment numbers from last year as well as research from Australia and New Zealand on optional student union fees. She reviews the revenues: Summer Fees are all mandatory and not reserved for any particular programming. This is consistent with previous years. In the Fall and Winter terms, some revenue is mandatory and some is optional, including CFS & OPIRG fees as optional. She reviews the optional fee revenues for Fall and Winter terms (as per what is on ACORN). She states that the Health & Dental Administration, Student Printing Service, Interest, Miscellaneous Income are the same as the previous year. She states that we have broken down the Fall/Winter mandatory fee revenue from the total non-mandatory fee revenue which includes the optional fees and the entirety of the summer revenue. She states that our mandatory programming and optional programming expenses are in line with what we spent last year on similar programming, as are our admin, human resources and meeting expenses. We are not yet making cuts to our programming for this year - that will be a question for next year. We are taking in less money than we are spending which takes us to a deficit of \$35,000, however, last year's revised operating budget from April gives us a surplus of \$36,000. We will therefore apply that surplus to this year's budget which means we will actually break even for the total of the two years. She states that for next year we will not collect the entirety of our fees in the summer and we will not have a previous year surplus but that we have some time to work on strategies for next year.

Cullen states that she is in favour of the budget.

Vote carries.

10. Executive Reports

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

Pyne states that the Executive Reports were sent out in the Board package.

11. Adjournment

MOTION Moved: Cullen Seconded: Kearns

The meeting is adjourned at 7:33pm.

b) Executive Committee Meeting #4 – July 17, 2019

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

1. Call to order

The meeting is called to order at 3:25pm.

2. Approval of the agenda

MOTION Moved: Froom Seconded: Kearns

Be it resolved the agenda be approved as amended.

Vote carries.

3. Approval of the minutes from July 9, 2019

MOTION Moved: Coggon Seconded: Froom

Be it resolved the minutes be approved as presented.

Vote carries.

4. APUS Fees 2019-2020 and the Student “Choice” Initiative

Discussion on Memo on APUS Fees 2019-2020 and the Student “Choice” Initiative which was circulated in advance to the Executive. Discussion of details of APUS fee breakdown and fee descriptions for mandatory fees and optional fees. Campisi states she held a staff meeting yesterday to discuss the Memo, the fee breakdown, the ACORN Incidental Fees online process, and best practices for answering questions from students accurately and consistently. She states Executives should be prepared to answer questions consistently and accurately as well. Discussion of the full-time default for incidental fees on ACORN, which was not communicated to us before the opt-out opened. Kearns states that she and Campisi contacted the OVPS to discuss the full-time fees default on ACORN and the process for requesting a tuition fee reassessment. Kearns also spoke to her Registrar about the tuition fee reassessment. She states that the OVPS has indicated they will include information on their website about the full-time default for incidental fees. She states that we will also promote the link for part-time students in the Faculty of Arts & Science to request part-time status to our membership. Discussion regarding levy groups and disbursement of their opt-in fees. Discussion of answering questions from our members regarding the opt out. Discussion of our mandatory fee programming and optional fee programming, and separation of those revenues and expenses. Discussion of promotional materials and outreach in Sid Smith office. Discussion of Choice U of T website and campaign. Decision to include our information on the website as an additional way to connect with our members and for visibility.

5. APUS Budget Proposals 2019-2020

Discussion of necessity of new budget format to reflect mandatory fee revenues and expenses, and optional fee revenues and expenses. Froom states that as per our Bylaws we must present a Preliminary Budget to Board for next Wednesday. She states that the Finance Committee is working on a Preliminary Budget with a clear separation between mandatory and optional fees. Campisi provides an overview of the proposed new budget format. Executives agree that a new budget format with a clear distinction in fee categories is desirable, with as much continuity with past budgets as possible.

6. APUS Proposed Bylaw Amendments

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:

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~~(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.

DISCUSSION

Froom presents the proposed Bylaw amendment regarding the composition of the Board. Discussion of proposed bylaw amendment circulated in advance to the Executive Committee. Discussion of outdated Board structure and difficulty filling seats in current structure. Discussion of recent examples of more members interested in running for election on the Board for non-

Woodsworth seats than Woodsworth seats, and not wanting to turn interested members away while other seats are empty. Discussion of desire to have a full Board. Froom states that the Executive Committee should be prudent and proactive and submit the bylaw amendment to the Board. Executive is in favour of the new Board structure and believes it is urgent to do so now so that we can have a full Board for the current year. Froom states that further changes can then be considered by the full Board. Kearns states that this bylaw amendment will help with quorum issues. Executives state a desire to have more members and more voices on the Board.

Vote carries.

7. U of T Library Strategic Plan

Froom states that she will be attending a consultation on the U of T Library Strategic Plan on July 23 on behalf of APUS. She states she has a number of ideas and recommendations for the consultation. She states that if Executives have ideas about how U of T libraries can better support our members to let her know before the consultation. Froom will suggest increased writing support and research support for students and increasing online course materials rather than course packs.

8. Adjournment

MOTION Moved: Pyne Seconded: Froom

The meeting is adjourned at 5:24 pm.

c) Executive Committee Meeting #5 – July 24, 2019

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

1. Call to order

The meeting is called to order at 3:39pm.

2. Approval of the agenda

MOTION Moved: Froom Seconded: Coggon

Be it resolved the agenda be approved as amended.

Vote carries.

3. Approval of the minutes from July 17, 2019

MOTION Moved: Coggon Seconded: Pyne

Be it resolved the minutes be approved as presented.

Vote carries.

4. APUS Preliminary Budget 2019-2020

Discussion of new format and preliminary budget projections. Previous years' format has to change because under SCI we have to differentiate between mandatory and optional fees revenue and expenses. Summer term revenues are listed under mandatory because they are charged on a mandatory basis as SCI is not in effect yet. For example, CFS and OPIRG fees are under mandatory revenues for the Summer term but will be optional as of September for the Fall/Winter fees due to SCI. Projected mandatory revenues for Fall/Winter are based on 71% of our previous fee revenue, consistent with our approved mandatory fees from OVPS. For our optional fee revenues, we have assumed 30% remain opted-in and therefore 70% opted-out. This is based on the research available from New Zealand and Australia, where 5% to 30% of students opted-in. Services revenue and interest revenue projected to remain the same as previous years. Note: Fall-Winter mandatory revenues are reserved for mandatory expenses. All Summer revenues plus the Fall/Winter optional revenues are not mandatory and can be used for any expense as in previous years. Expenses are divided into mandatory programming, optional programming, administrative, meetings, human resources and health & dental administration. These categories are based on the breakdown of our fees as approved by the OVPS and therefore at 100% of previous budget in terms of expenses. Discussion of not making programming cuts at this point in the year. Discussion of waiting until October after we have gone through the first opt-out period, and wanting to continue to give back as much as possible to students. We are projecting a \$35,000 deficit, which will come from the surplus of \$36,000 from last year's revised operating budget as presented to the Board in April. This was a prudent choice last fiscal year. Discussion of the fact that a year from now it will be different as we will have less summer fees and no previous year surplus. Discussion of the fact that our membership numbers could also increase and the opt-out could be more or less. Executives are in favour of recommending the preliminary budget to the Board.

5. APUS Orientation Fall 2019 – Planning & Discussion

Discussion of plans for APUS Fall 2019 Orientation. Discussion of Executives' capacity for attending, participating and outreaching at APUS events and events to which APUS is invited. Discussion of Executives' capacity to outreach at particular Colleges. Discussion of suggested events, event dates and availability and moving forward with planning and scheduling.

6. Adjournment

MOTION Moved: Froom Seconded: Pyne

The meeting is adjourned at 4:57pm.

d) Executive Committee Meeting #6 – August 7, 2019

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

1. Call to order

The meeting is called to order at 3:33pm.

2. Approval of the agenda

MOTION Moved: Froom Seconded: Pyne

Be it resolved the agenda be approved as amended.

Vote carries.

3. Approval of the minutes from July 24, 2019

MOTION Moved: Coggon Seconded: Froom

Be it resolved the minutes be approved as presented.

Vote carries.

4. Donation Request from Regensis

MOTION Moved: Froom Seconded: Coggon

BIRT APUS donate \$150 to Regensis for their Youth Food Centre; and

BIFRT APUS invite Regensis to reapply in the Winter semester.

DISCUSSION

Pyne presents a donation request from Regensis which he has circulated in advance to the Executive. He states that we also received a donation request last year and we gave \$500 at that time. He states that due to the Student Choice Initiative, our donations budget line is lower than last year and also part of our optional expenses. He states that we budgeted \$1000 for donations in total this year. He states that it is also likely that we will get more donation requests this year than in previous years due to the cuts to student groups. He states that we need to be cognizant of this when considering all donation requests. He also states that food banks and food security, while deemed non-essential by the government, are very essential to students and our members. He is therefore suggesting a donation of \$150 this year in order to support this initiative while also ensuring that we are able to support a variety of initiatives throughout the year. Froom states that she is in favour of the recommendation, and they could also apply again in the Winter semester as we may have more at that point in time. Kearns is in favour as food security is a priority for our members, but this also leaves us funds to support other initiatives. Coggon states that Pyne's recommendation is prudent at this time in the year.

Vote carries.

5. Donation Request from Student-Led Conference at DLSPH

MOTION Moved: Froom Seconded: Pyne

BIRT APUS donate \$150 to the Pushing the Paradigm: Broadening Our Understanding of Mental Health Student-Led Conference at the Dalla Lana School of Public Health.

DISCUSSION

Pyne presents a donation request from which he has circulated in advance to the Executive. He is recommending a donation of \$150 this year to the Student-Led Conference at the Dalla Lana School of Public Health on the theme of mental health. Last year we donated \$200 for their conference on the theme of harm reduction. He states that a donation of \$150 is considered a Bronze level sponsorship and includes 2 free attendees, acknowledgement in the program and on social media, and circulation of our materials to attendees.

Vote carries.

6. CFS-Ontario General Meeting Prep

Discussion of motions for upcoming CFS-Ontario meeting on August 15 - 18.

7. Adjournment

MOTION Moved: Pyne Seconded: Coggon

The meeting is adjourned 5:22pm.

III. EXECUTIVE REPORTS

1. President

A) APUS Meetings/Events

I have attended all **Executive meetings**, which happen biweekly. I also attend the **Lunch and Learn Workshops**, which happen throughout the year. We have held 2 since the beginning of the school term. In September, we restarted the **Take A Break – Cupcakes and Chill programming** every Wednesday at the Sid Smith office. They are still well attended and doing better than ever.

On August 1, 2019, we held the **Caribana Patio Lime**, which was an amazing time. We also had our **Orientation for Mature and Part-Time Students** On Sept. 21, 2019. We have been able to maintain connections with some of the attendees.

B) U of T Governing Body Meetings

On Sept. 5, 2019 I, along with the other Executive team members attended a meeting with **Student Life**. I was able to advocate for an embedded counsellor for First Nations Students. On September 10, 2019, we participated in a meeting with the **Mental Health Taskforce** that was set up through the University. We advocated for a repeal of UMLAP along with other suggestions. I am fortunate to sit on the **Council of Student Services**, which met on September 23 and October 21 2019. I am also the representative on the **Council for Athletics and Recreation**, which met on September 24, and October 22, 2019. I attended the **Provost's Undergraduate Student Advisory Group** meeting on October 1, 2019. I attended a meeting with the **Office of the Vice-Provost of Students** on October 10, 2019. The majority of these meeting were focused on Student Mental Health and I therefore spoke at **Academic Board** on October 3 and **Governing Council** on October 24, 2019 to address our concerns around how the administration is handling this topic.

C) CFS, External or Community Meetings/Events

I participated in a conference call to organize a **standalone meeting for the Circle of First Nations, Metis and Inuit Student** on July 23, 2019. This is still in progress. I also participated in organizing the **Skills Symposium** with the Canadian Federation of Students Ontario on July 23 and attend the **Symposium** itself on July 26-27, 2019.

I attended the **CFS-Ontario General Meeting** on August 15-18, 2019, where the cuts to OSAP and the Student Choice Initiative were discussed in detail.

D) Outreach and Office Hours

September was a busy month with orientations and outreach. I participated in the **Mature and Transfer Student Orientation** on September 3-4, 2019 where I was a panelist, as well as tabled to do outreach to students. I also attended the **Academic Bridging Orientation** on September 4, 2019 and the **First Nations House Orientation** on September 13, 2019. I was fortunate to **table during UTSU's Street Festival** on September 11, 2019 where we met with students and promoted our wonderful Agendas.

E) Campaigns, Advocacy and Research

I had a meeting with **Students for Barrier Free Access** to discuss activities, workshops and partnerships that we see for the upcoming year. We continue to work closely. In fact, we organized an **Accessible Tour of Robarts Library** on September 3, 2019 and there are many more to come.

On August 22, 2019, I met with **UTSU** to talk about the health and dental services to see how we can work together for the betterment of our memberships. I attended the **Global Climate Strike**

on September 22, 2019. After a crisis on campus pertaining to mental health, a coalition of students with the **Mental Health Policy Council** organized a series of emergency meetings to support each other through this difficult time. I attended some of these meetings as well as tabled at the Bahen Centre.

2. Vice-President Internal

A) APUS Meetings/Events

In addition to regular APUS Executive Committee, Finance and Management Committee meetings, I also participated in our Caribana Patio Lime on August 1, Lunch and Learn - Resume Building on September 12, Part-time and Mature Orientation on September 21, APUS/LGBTOUT Plant Pot Painting Party on September 24 and APUS/SBA Accessible Tour of Robarts on October 3.

B) U of T Governing Body Meetings

Together with the President, I sit on the Provost's Undergraduate Student Advisory Group (PUSAG). We met with the Provost and other Student Leaders on October 1. I met with the Student Mental Health Task Force on September 10 together with other APUS executives and on October 1 together with other members of PUSAG. Along with the APUS executive I met with directors of the Office of Student Life to discuss concerns on September 5. Additionally, as the APUS rep on the Student Life Strategic Planning Task Force I attended that group's orientation session on October 1. As APUS' representative on the Community Liaison Committee I attended the September 10 meeting. Together with the APUS Executive, I met with the Office of the Vice Provost Students on October 10, primarily to discuss mental health on campus. Additionally, I represented APUS at the U of T Library Student's Advisory Committee on October 21 and the installation of the Woodsworth Principal on October 16. I also met with the development team to review proposed changes to Degree Explorer on August 29.

C) CFS, External or Community Meetings Events

On July 26 and 27, I joined other APUS executives and community partners at the CFS GTA Skills symposium. I attended the CFS Ontario General Meeting from August 15 to 18 at which I presented several APUS motions at the Organizational Services and Development Subcommittee. I was also elected the chair of the Part-Time and Continuing Education Caucus, in which capacity I am a member of the Ontario Executive Committee. On September 27, I joined with other CFS Local members to participate in the Global Climate Strike. I attended the full day hearing on the CFS challenge to the Student Choice Initiative on October 11. I have drafted APUS' motions to be considered at the November CFS National General Meeting. I attended the CFS Ontario Executive Meeting on October 26. Together with the President, I attended a moving Truth and Reconciliation Tree Planting Ceremony on September 30.

D) Outreach and Office Hours

In addition to tabling at the Mature and Transfer Student Orientation on September 3 and the UTSU Street Festival on September 11. I had fun meeting fellow part-time students at Cupcakes and Chill gatherings in early October.

E) Campaigns, Advocacy and Research

I represent APUS on the Student Life Strategic Planning Committee, so I have been reviewing their services with recommendations for improvements to benefit our members. I also represent APUS on the Library Advisory Committee and have reviewed current library services and made recommendations for improvements. I have also reviewed Mental Health and Accessibility Services in preparation for consultation with the Student Mental Health Task Force. I reviewed CFS National Bylaws, Standing Resolutions and Operations Policies in preparing APUS motions for submission. As Chair of the Bylaw Review Committee, I have been reviewing APUS bylaws.

3. Vice-President Events and Outreach

A) APUS Meetings/Events

Caribana Patio Lime, August 2: I helped plan, outreached and participated at our event on Wilcox Common.

Executive Committee Meetings: I have attended regular Executive Committee Meetings.

Lunch & Learn: Resume Edition, September 12: I attended our first Lunch & Learn of the academic year in collaboration with the Career Centre on resumes.

Part-Time and Mature Student Orientation, September 21: I helped plan, set-up and outreached at our Part-Time and Mature Student Orientation.

Plant Pot Painting Party with LGBTQOUT, September 24: I helped plan, set-up and outreached at our Plant Pot Painting Party with LGBTQOUT.

Accessible Tour of Robarts Library, October 3: I attended and took notes during our Accessible Tour of Robarts Library joint event with Students for Barrier-Free Access.

Lunch & Learn: Making Social Media Work for You, October 10: I attended our second Lunch & Learn of the academic year on making social media work for you.

B) U of T Governing Body Meetings

Student Initiative Fund: I represented APUS on the Student Initiative Fund this Fall and reviewed application from student groups.

Meeting with Student Life, September 5: I attended a meeting along with the Executives and staff with senior directors at Student Life and Health & Wellness.

Meeting with Student Mental Health Task Force, September 10: I attended our meeting with the Student Mental Health Task Force to speak to student mental health.

Woodsworth College Council Meeting, October 2: I represented APUS at the Woodsworth College Council meeting where there was discussion on student mental health.

OVPS Meeting, October 10: I attended our meeting with the Office of the Vice-Provost Students to speak to student mental health and the sexual violence policy consultations.

C) CFS, External or Community Meetings/ Events

TTCRiders Student Union Meeting, August 8: I attended a meeting with TTCRiders and other student unions to discuss public transportation in the GTA on behalf of APUS.

CFS-Ontario General Meeting, August 15-18: I attended the CFS-Ontario General Meeting with other APUS staff and Executives.

D) Office and Outreach hours

Orientation Outreach: I outreached at many Orientation events in September including at Academic Bridging, StreetFest, and First Nations House.

WCSA Wednesdays: I have been outreaching every Wednesday morning from 10am -12pm to our members at Woodsworth College in September and October along with our staff during WCSA's Pancake Breakfast.

Cupcakes and Chill: I have been outreaching every Wednesday afternoon from 2pm - 4pm to our members in our Sid Smith Office with other staff and Execs during Cupcakes and Chill. We are making good progress on our puzzle.

LGBTOUT 50th Anniversary, October 11: I attended the LGBTOUT 50th Anniversary Open Mic night on behalf of APUS and brought flowers and balloons.

E) Campaigns, Advocacy and Research

Harm reduction pamphlets: I got updated harm reduction pamphlets from the City of Toronto for our Sid Smith office.

#VoteScience: I liaised with #VoteScience, CFS and CFS-Ontario around outreach for the federal elections.

Sexual Violence Policy Report: I worked with our Advocacy Coordinator to finalize the student unions' sexual violence policy report to be submitted to the administration.

Mental health resources: I continue to research community mental health resources available to our members.

4. Vice-President Equity

A) APUS Meetings/Events

Caribana Patio Lime (August 2nd, 2019)

I, along with APUS Exec and staff attended the annual Caribana Patio Lime. This event took place in Willcocks Commons (on the south side of Sidney Smith). Students and community members were able to enjoy the food and music under the sun.

Plant Pot Painting Party – Queer Orientation w/ LGBTOUT (September 24th, 2019)

APUS Exec and Staff in collaboration with LGBTOUT hosted a plant pot painting party. Folks from the community came together to hangout, de-stress and create their own plant pot designs with some chill music and food.

B) U of T Governing Body Meetings

University of Toronto: Presidential & Provostial Mental Health Task Force Consultation Meeting (September 10th, 2019)

I, along with APUS Staff and Exec took part in an "Outreach & Engagement session" concerning Mental Health services at the University of Toronto, concerning the current student Mental Health Crisis that is currently taking place here at the University of Toronto. The directive of these consultations falls under the current Presidential & Provostial Task Force on Student Mental Health.

Hart House Board of Stewards Orientation and Meeting #1 (September 19th, 2019)

I attended the Hart House Board of Stewards Orientation and 1st meeting in the South Dining Room located inside the Hart House (second floor). The orientation presentation was given for an overview of the Hart House Board of Stewards structure, rules, and procedures. In the first

meeting, I, amongst a select few of other Board members were self-nominated and approved to be on the apart of the Agenda Committee. This committee oversees and approves of the items of discussion, motions for debate, and looks over previous meeting minutes for upcoming meeting agendas for the Hart House Board of Stewards. *This meeting marks this 1300th meeting of the Hart House Board of Stewards.*

Council on Student Services Meeting #1 (September 23th, 2019)

The President and I attended the first COSS Meeting for this year inside the President's Boardroom, which is located in Simcoe Hall. This was the first introductory meeting where we had a presentation discussing the rules, structure and procedures of COSS meetings. Additionally a recommendation was put forward to help address a previously discussed conversation that was had in the previous school year's COSS cycle around, accessibility and member participation for COSS meetings.

Office of the Vice-Provost – Students Meeting (October 10th, 2019)

I, along with APUS Staff and Exec met with Sandy Welsh to discuss and receive updates on the ongoing processes of the Student Choice Initiative, Sexual Violence Policy Consultations, and requested for repeal of the University-Mandated Leave of Absence Policy (UMLAP), whilst advocating for better mental health services.

Hart House Board of Stewards Meeting #2 (October 19th, 2019)

I attended the 2nd Hart House Board of Stewards meeting in the South Dining Room located inside the Hart House (second floor). At this meeting, the Board of Stewards were able to receive reports from a few of the Hart House's Committees, and inquire about student survey results presented from the Hart House and Jeff Burrows (Student Life) respectively.

Council on Student Services Meeting #2 (October 21st, 2019)

The President and I attended the second COSS Meeting which was located in room 221 inside the Goldring Centre (100 Devonshire Place). During this meeting there was a services presentation presented by the Faculty of Kinesiology and Physical Education (KPE), along with a question period.

C) CFS, External or Community Meetings/ Events

Canadian Federation of Students –Ontario General Meeting (August 15th – Aug 18th, 2019)

I, along with APUS Execs and staff attended the Canadian Federation of Students Ontario General Meeting at the Yorkdale Holiday Inn Hotel located in Toronto, Ontario. Folks were able to talk about current student issues in post-secondary education in Ontario as well as discuss and plan around the Student Choice Initiative, and receive updates on 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. **Note: The CFS National organization, not to be confused with the provincial CFS-Ontario office located in Toronto, Ontario.*

Black Students' Association Annual General Meeting (September 25th, 2019)

I attended the BSA's AGM, where folks were able to socialize and discuss future club activities, as well as accept nominations for executive team members.

University of Toronto Mental Health Policy Council Emergency Meeting #1 (September 27th, 2019)

The President and I had attended an emergency UofT community meeting within the Sidney Smith lobby. This emergency meeting was called in response of the online newspaper announcement from the Varsity of a student death that had reported in Bahen Centre a mere few hours ago, on the same day. Students and members of the university community gathered around and shared personal stories, concerns, and critiques of Mental Health service provided by the University of Toronto. Many of these concerns included, but not limited to, repealing the University-Mandated Leave of Absence Policy (UMLAP). This student death has been the 3rd to occur in the Bahen Centre within the past 2 years.

D) Outreach and Office Hours

Transition Year Program Orientation (September 4th, 2019)

As invited by TYP, APUS Staff and I gave an outreach presentation to students at their orientation session for the 2019-2020 school year, speaking towards some of APUS' campaigns, upcoming events, services, and ways to get involved or in the know of APUS activities.

E) Campaigns, Advocacy and Research

Indigenous Language Signage (Ongoing)

Researching and currently looking into creating materials to display on campus with indigenous language(s) of certain landmarks and common areas.