



3359 Mississauga Road Mississauga, Ontario L5L 1C6 | Tel: (905) 828-5249 | Fax: (905) 569-4714

UTMSU BOARD MEETING #4



3359 Mississauga Road Mississauga, Ontario L5L 1C6 | Tel: (905) 569-4676

Your Guide to Roberts Rules of Order

RULES OF ORDER AT A GLANCE

To Do This:	You Say This:	May You Interrupt the Speaker?	Must You be Seconded?	Is the Motion Debatable?	Is the Motion Amendable?	What Majority is Required?
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 Also See: <http://www.ucalgary.ca/gsa/about/docs/Roberts-Rules-Cheat-Sheet.pdf>

AgendaBoard Meeting #4 of the University of Toronto at Mississauga Students' Union
Wednesday August 28th, 2016 • Room 100 – Student Centre, UTM**Attendance**

Executives	Division I	Sheri Hijazi – Present
Atif Abdullah- Present	Vacant	Ethan Bryant - Present
Sara Malhotra - Present		Du (Bryan) Wenchao - Present
Miguel Cabral	Division II	Venus Asamoah – Present
Kai Ng – Present	Jicheng (Allen) Lu	Azima Tarannum
Habon Ali	Minhe (Chloe) Chen - Present	
Richelle Nelson (non-voting) - Present	Nicole (Xiaoyi) Luo	Division III
	Tian Ze (Philip) Jia	Vacant
	Lin (Catherine) Wang	
Executive Director:	Farid Annan	Division IV
Munib Sajjad (non-voting)		Kelly Dong - Present

#1. CALL TO ORDER*Meeting called to order at 4:24 pm.***#2. APPROVAL OF THE AGENDA****MOTION**

Moved: A. Abdullah Seconded: B. Wenchao

Be it resolved that the agenda be approved as presented.

VOTE**ALL IN FAVOUR****MOTION PASSES****#3. EXECUTIVE REPORTS – 10 min****MOTION**

Moved: A. Abdullah Seconded: S. Hijazi

Be it resolved that the UTMSU Board of Directors approve the Executive Reports as presented at the August 28th, 2019 U.T.M.S.U. Board of Directors meeting #4.

A. Abdullah: August was quite busy because of Frosh, Health and Dental and printing services. After September 19th we will have a much better idea of where we stand financially because that's the day opt-ins close. By mid-September we'll have new printers in the Student Centre that students will be able to use from anywhere on campus using Wi-fi. We have to make a plan for the Federal Elections and outreach to students and give them information about how they can vote.

K. Ng: I've been working on the survey campaign and we have sent out club surveys. The responses are good and it will impact what we do about the Chartwells contract. We will also launch a survey to UTM students to get their opinions. We want to know what students think of UTM services and we will show this to administration. Administration will then decide if we should continue with Chartwells.

R. Nelson: I've been working on Orientation and Clubs Recognition. I played a bigger role in having clubs recognized because of changes in Club Coordinator. We will have a meeting tomorrow about rooms, lockers, budget etc. We are two days away from Frosh and we are working hard and getting to know all of the Frosh leaders.

S. Malhotra: I started off with hiring and we hired for two different positions. We also hired for Infobooth, Blind Duck and U-pass positions. I have been working on a services booklet with my associate that will give students information on the discounts that are available to them. I was also working on the budget and our biggest aim is keeping students as the priority. For U-pass we have started our negotiations on a new pass and how this will play out over the next couple of years. We are also figuring out ways to make the card accessible and give options to students that lose their cards. We are also making sure we are not going over the budget for Orientation. One of the big things we have done this year is surpassing our sponsorship amount target.

M. Cabral: I have been a part of the Ontario General Meeting in Yorkdale. I also met with societies and figured out what we can improve on. We have also worked on promotional material for Frosh in order for it to be released to the students. Self-signed sick notes have been successfully implemented in two departments at UTM. Within a few weeks we will have the data and using this data we will hopefully be able to implement self-signed sick notes by January.

H. Ali: I have been working on finalizing the food centre so it is self-sustaining and just requires some level oversight. I have also done a lot of support work and have helped other executives with hiring processes. Our WUSC student arrived about a week and a half ago and we set everything up for him. After he arrived, we gave him all the support he needed in terms of school and his new life in Canada. I am also working on a number of sustainability initiatives while collaborating with different offices and organizations.

A. Abdullah: There are no changes in our Health and Dental plan other than the fact that we have a new provider and much better support.

M. Sajjad: Health and Dental is an insurance plan for dental and medical needs. There is a breakdown of things that are covered by the new plan. All pharmacies would recognize your policy number. Also, any claims after September 1st 2019 must be on the Green Shield plan. Anything preceding September 1st 2019 would have to be claimed on the Student Care plan. What's better with Green Shield is that claims can be made online.

VOTE**ALL IN FAVOUR****MOTION PASSES**

#4.	HIRING REPORT
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MOTION

Moved:

S. Malhotra

Seconded:

W. Du

BIRT that the UTMSU accept the full-time positions hiring report presented in Appendix A.

VOTE**ALL IN FAVOUR****MOTION PASSES**

#4.	MINUTES PACKAGE ADOPTION
Pg.	#1. Board meeting #3 -- July 19 th , 2019
Pg.	#2. Hiring Report #1 – August 2019

MOTION

Moved: S. Malhotra

Seconded:

Be it resolved that the Minutes Package be adopted as presented.

VOTE

In Favor:

Opposed:

Abstentions:

#5.	OPERATING BUDGET PRESENTATION
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MOTION

Moved: S. Malhotra

Seconded: K. Dong

S. Malhotra: Administrative fees go into the fees of Health and Dental Coordinator and other staff fees. Schedule 3 includes the U-pass program. Student centre management fee goes into cleaning, maintenance and staff. These are included under essential funding. Other income includes miscellaneous income we make from things such as sponsorships. Our orientation has \$230,000 of our budget allocated to it. Our sponsorship amount is currently at \$43,000. Our orientation expense right now is sitting at approximately \$60,000. We have cut out the grad formal for now but will talk about it again once we see what opt-ins look like in September. Schedule 5 is administration and is an essential part of our services. It should be noted that election salaries and benefits only apply to two parties running. The Blind Duck subsidy is provided by the UTMSU from our operating budget. Our website it being made more user-friendly and accessible and we are looking for an organization that can work within our budget. Nothing has changed for schedule 7. Our de-stressor committees are essential. We will re-design the bursary application process and this will allow students to explain what receiving the bursary means to them. Club funding is sitting at the same amounts as previous years. Athletic, academic and mental health clubs are all essential. Numbers for clubs will be revised depending on how opt-ins go. Schedule 11 is our essential services and are destressors that the UTMSU provides. This year we managed to secure enough funding in sponsorship amounts for our handbook costs to go down to absolutely nothing. Schedule 12 is conferences and meetings. Conferences have gone down in our cost. Unfortunately, we can not afford to send all executives, part-time staff, and board members to meetings so the cost for that has gone down. Some of the funds we collect here we keep and some we give out. We don't keep any of the levy funds as they go to organizations where we are collecting these amounts from. We don't keep any of this

money. Our total revenue is sitting at \$1.16 million and our total expenses are at \$1.02 million. We have a \$50,000 that will be used for next year and this year if needed. The final Student Centre levy is what we use for the Infobooth and our Student Centre management. Our total revenue sits at \$480,000. This revenue includes the printing services. We also need to do some research work to see which products are selling and not selling so we don't have to raise prices too high.

Be it resolved that the UTMSU operating budget and Blind Duck operating budgets be adopted as presented in Appendix B and Appendix C respectively.

VOTE**ALL IN FAVOUR****MOTION PASSES**

#6.	OTHER BUSINESS
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#7.	ADJOURNMENT
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MOTION

Moved: A. Abdullah

Seconded: S. Hijazi

Be it resolved that the meeting be adjourned at __5:30__

VOTE

VALIDATION		
Atif Abdullah, President		August 28 th , 2019
NAME AND POSITION	SIGNATURE	DATE

AGENDA – PAGE 7

Board Meeting Package #1 of the University of Toronto at Mississauga Students' Union
Wednesday, August 28th, 2019 • UTMSU, Student Center, Room 100

UTMSU BOARD OF DIRECTORS MEETING #8



3359 Mississauga Road Mississauga, Ontario L5L 1C6 | Tel: (905) 569-4676

RULES OF ORDER AT A GLANCE

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Attendance

Executives	Division I	Division III
Salma Fakhry (YES)	Fan (Felix) Wang (NO)	Mohammed Ali Al-Hassan (YES+)
Yujia (Vikko) Qu (YES)	Yue (Candice) Sun (NO)	Can (Shirley) Cui (NO)
Maya Tomkiewicz (YES)		Xiao (Amy) Jin (NO)
Jose Wilson (YES)	Division II	Jessica Marie Duggan (YES)
Sagal Osman (YES)	Melinda Ann Karen Callahan –	Zahira Tasabehji (YES)
Felipe Nagata (non-voting) (YES)	(YES)	Tsai-Ying (Kelly) Liu (PROXY)
	Neisha Ghanie (YES)	
Executive Director:		Division IV
Munib Sajjad (non-voting) (YES)		Pu Qi (Jackie) Zhao (PROXY)
		UTSU Designate
		Anne Boucher (YES)

#1. CALL TO ORDER*Meeting called to order at ___ 2:10 ___***#2. APPROVAL OF THE AGENDA****MOTION**

Moved: S. Fakhry

Seconded:
M. Tomkiewicz
Z

Be it resolved that the agenda be approved as presented.

VOTE**ALL IN FAVOR****MOTION CARRIES****#3. EXECUTIVE REPORT BACK****MOTION**

Moved: S. Fakhry

Seconded:
J. Duggan

Be it resolved that the UTMSU Board of Directors accept the executive reports.

Ms. Fakhry has been transitioning to the incoming president, and she has been involving CAO search committee with Felipe. She has also finished updating the policies and involved into orientation meeting.

Mr. Wilson has been transitioning to the incoming VP External, and he has been finishing up the UPASS work.

Ms. Osman has finished the winter bursaries. She also worked on the transition, and she sat on Black Graduation Committee and worked on the event.

Ms. Tomkiewicz has been working on the Exam Destressors and finished updating the academic policies. She also worked on the transition.

Mr. Nagata has been hiring the orientation committee, transitioned for the incoming VP Campus Life and worked on the transition report.

Mr. Qu worked on the VP Campus Life, poll clerks and office coordinator hiring. He also finished the revised budget and the preliminary budget for UTMSU and Blind Duck. He called on meetings and committees.

VOTE**ALL IN FAVOR****MOTION CARRIES**

#4.	MINUTES PACKAGE ADOPTION
	#1. Board Meeting #7
	#2. Policy & Procedure Committee #2
	#3. Budget Committee #3
	#4. Election and Referenda Committee #10
	#5. Clubs Committee #12
	#6. Bursary Committee #5

MOTION

Moved: Y. Qu

Seconded: Z. Tasabehji

VOTE**ALL IN FAVOR****MOTION CARRIES**

#5.	UTMSU/UTSU MOA
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MOTION

Moved: S. Fakhry

Seconded: M. Tomkiewicz

Be it resolved that the UTMSU vote to end the current Memorandum of Understanding with the UTSU.

Move in Camera**MOTION**

Moved: M. Callahan

Seconded: S. Osman

VOTE**ALL IN FAVOR**

MOTIONS CARRIES**Move out of camera**

Moved: S. Fakhry

Seconded:

VOTE**ALL IN FAVOR****MOTION CARRIES**

Ms. Boucher spoke in favor of separation. She believed that a student union should be completely autonomous. She mentioned U of T Scarborough union works well, with separation of UTSU. Additionally, she mentioned that the UTSU and UTMSU might work well if there is common goal.

AMENDMENT

Moved: M. Callahan

Seconded: N.Ghanie

BIRT MOA Negotiation Committee should be added on 2018-2019 committees, which comprised of UTMSU President, VP Internal, another exec, and two directors, and Executive Director(Non-voting)

VOTE**IN FAVOR: ALL except Ann****OPPOSED: Ann Boucher****MOTION CARRIES**

#6.	OTHER BUSINESS
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Salma Fakhry thanked for the all the executives and board directors for 2018-2019.

#7.	ADJOURNMENT
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MOTION

Moved: S. Fakhry

Seconded: S. Osman

Be it resolved that the meeting be adjourned at 2:50

VOTE**ALL IN FAVOR****MOTION CARRIES**

VALIDATION		DATE
Salma Fakhry President		April 27, 2018
NAME AND POSITION	SIGNATURE	DATE

UTMSU BOARD OF DIRECTORS MEETING #1 AGENDA



RULES OF ORDER AT A GLANCE

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Attendance

Executives

Felipe Nagata (YES)

Yan Li (YES)

Andres Posada (YES)

Atif Abdullah (YES)

Leena Arbaji (YES)

Division I

Vacant

Division II

Valentino Gomes (YES)

Mingdong (Vincent) Chen
(YES)

Santiago Gil Marin (PROXY)

Fizza Qavi (NO)

Division III

Zijin (Jean) Yang (YES)

Lilas Al Wafi (YES)

Marie-Rebecca Nimi (NO)

Aidan Rando (YES)

Oluwatobi Ajibode (NO)

Felix (Fan) Wang (YES)

Zeina Jamaledine (YES)

Executive Director:

Munib Sajjad (non-voting) (YES)

Division IV

Vacant

UTSU Designate

Ann Boucher

Division V

Vacant

#1. CALL TO ORDER*Meeting called to order at ___ 3:15___***#2. APPROVAL OF THE SPEAKER****MOTION**

Moved: F. Nagata

Seconded: A. Abdullah

BIRT the UTMSU Board of Directors approve Chris Thompson as the speaker of the Incoming UTMSU Board Meetings.

VOTE**ALL IN FAVOR****MOTION CARRIES****#3. APPROVAL OF THE AGENDA****MOTION**

Moved: F. Nagata

Seconded: L. Arbaji

Be it resolved that the agenda be approved as presented.

VOTE**ALL IN FAVOR****MOTION CARRIES**

#4.	INTRODUCTION AND OPENING REMARKS - Executives and Board of Directors
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#5.	PRESENTATION of the VP-CAMPUS LIFE HIRING COMMITTEE - please note that two candidates have been asked to make a presentation to the board of directors
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#6.	APPROVAL OF VP-CAMPUS LIFE - IN CAMERA
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MOTION Moved: F. Nagata Seconded: F. Wang

Be it resolved that _Zahira Tasabehji_____ be appointed as the Vice President Campus Life for the 2018-2019 Fiscal Year.

VOTE
ALL IN FAVOR
MOTION CARRIES

#7.	APPROVAL OF UTMSU PRELIMINARY BUDGET 2018/2019 - APPENDIX A
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MOTION Moved: Y. Li Seconded: Z. Yang

Be it resolved that the UTMSU Board approve the UTMSU Preliminary Budget 2018/2019 as presented in Appendix A.

VOTE
ALL IN FAVOR
MOTION CARRIES

#8.	RATIFICATION OF SIGNING OFFICERS
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MOTION Moved: F. Nagata Seconded: V. Gomes

Be it resolved that the UTMSU Board of Directors ratify the following changes to signing authorities on the UTMSU and Blind Duck bank accounts:

- Felipe Nagata, 2018-19 President (add)
- Salma Fakhry, 2017-18 President (remove)
- Yan Li, 2018 - 2019 Vice President Internal (add)
- Yujia (Vikko) Qu, 2017-18 Vice President Internal (remove)

VOTE

#9.	RE-STRIKING OF CLOSED COMMITTEES
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MOTION Moved: F. Nagata Seconded: Y. Li

Be it resolved that the Elections of the Closed Committees be struck via Secret Ballot.

VOTE**ALL IN FAVOR****MOTION CARRIES**

a)	Clubs Committee – Summer Session
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MOTION Moved: F. Nagata Seconded:

Be it resolved that the following Board of Directors be approved to sit on the Clubs Committee of UTMSU for the Summer 2017 Semester of the 2017-18 Academic Year:

One (1) Director from Division II: _Valentino Gomes_____

One (1) Director from Division III: ____ Aidan Rando _____

One (1) additional Directors from Division I, II and/or III: _Lilas Alwafi_____

VOTE**ALL IN FAVOR****MOTION CARRIES**

#10.	SCHEDULE OF NEXT BOARD MEETING – Please make note to bring your agenda's for scheduling purposes.
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#11.	Upcoming Events/Meetings (for your calendars)
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1. Summer U-PASS Distribution – Friday, April 27th – May 11th 2017 - (Presentation Room)
2. Board Retreat - TBA

#10.	ADJOURNMENT
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MOTION Moved: F. Nagata Seconded: A. Abdullah

Be it resolved that the meeting be adjourned at 5:45

VOTE**ALL IN FAVOR****MOTION CARRIES**

VALIDATION		DATE
Felipe Nagata President		April 27, 2018
NAME AND POSITION	SIGNATURE	DATE

Executive Meeting #1Executive Meeting #1 of the University of Toronto at Mississauga Students' Union
Wednesday May 16th,, 2018 • UTMSU Office, Student Centre, UTM Campus

Attendance:

Felipe Nagata – President (YES)
 Yan Li - Vice President Internal (YES)
 Leena Arbaji – Vice President Equity (YES)
 Andres Posada – Vice President University Affairs (YES)
 Atif Abdullah – Vice President External (YES)
 Zahira Tasabehji – Vice President Campus Life (YES)
 Munib Sajjad – Executive Director (non-voting) (YES)

#1. CALL TO ORDER*Meeting called to order at 12:44***#2. APPROVAL OF THE AGENDA****MOTION**

Moved: F. Nagata

Seconded: Y. Li

BIRT the Agenda for the May 16th, 2018 U.T.M.S.U. Executive Committee meeting #1 be approved as presented.

VOTE**ALL IN FAVOUR****MOTION****#3. EXECUTIVE REPORT BACKS & TASKS (2-3 Mins each exec)**

Mr. Nagata mentioned a lot of work are in the progress. He redesigned the new logo of UTMSU, finished job postings and planned to organize a job fair. He also mentioned the planning of grad formal, and the changing of the handbook.

Mr. Abdullah focused on the research of the UTMSU app, and the redesigned for the website. He also worked on the UPASS and held on the meeting of it.

Ms. Tasabehji worked on the grad formal. She worked on the orientation with ocs about the schedule, had meetings with the admin hand to hand. She also posted on the orientation committees postings.

Mr. Posada focused on the mentorship program to see where to start. He had meetings with societies for introductions. And he helped Atif with the mobile app.

Ms. Arbaji worked on the proposal for the bio-degradable materials for the Blind Duck, She also worked on the recycle program in the student center, as well as the revenping the food banks, as she looked through the externals producers for the food bank and Duck Stop.

Ms. Li put on the job postings for associates and coordinators, as well as planning on a job fair. She also planned on having a discussion with ACE manager about the UTMSU presentation during ACE orientation.

#4.	WECHAT VOLUNTEER APPRECIATION
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MOTION

Moved: Y. Li

Seconded: L. Arbaji

BIRT \$45.17 be allocated to the volunteer appreciation photo album for Wechat committee from line item 8.60 Wechat Committee.

VOTE**ALL IN FAVOUR****MOTION CARRIES**

#5.	UTMSU LOCAL 109 REPRESENTATIVE - CFS Ontario Executive Committee
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MOTION

Moved: F. Nagata

Seconded: L. Arbaji

BIRT that UTMSU appoint Leena Arbaji as the UTMSU representative on the Ontario Executive Committee of the Canadian Federation of Students for the period ending April 30th 2019.

AMENDMENT**MOTION**

Moved: A. Abdullah

Seconded: Z. Tasabehji

BIRT that motion to table line item 5 " UTMSU Local 109 Representative- CFS Ontario Executive Committee" to the next executive meeting.

VOTE**ALL IN FAVOUR****MOTION CARRIES**

#6.	UTMSU REPRESENTATIVE - UTSU EXECUTIVE COMMITTEE
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MOTION

Moved: F. Nagata

Seconded: A. Abdullah

BIRT that UTMSU appoint Atif Abdullah as the UTMSU representative on the UTSU Executive Committee for the period ending April 30th 2019.

VOTE**ALL IN FAVOUR****MOTION CARRIES**

#7. UPCOMING EVENTS & MEETINGS

- May 22nd to 24th - Job Fair
- May 25th - UTMSU Board Meeting
- June 8 - CFS National General Meeting
- June 18 to 20 - CFS-ON Skills Symposium

#8. OTHER BUSINESS

Mr. Sajjad mentioned on the changes on student center. Repairs are needed for the presentation doors, and changes on the blinds for the office. There is also need for waxing floors.

#9. ADJOURNMENT**MOTION**

Moved: F. Nagata

Seconded: L. Arbaji

Be it resolved that the meeting be adjourned at 12:55

VOTE**ALL IN FAVOUR****MOTION CARRIES**

VALIDATION			
Felipe Nagata President			May 16th, 2018
NAME AND POSITION		SIGNATURE	DATE