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# UTMSU BOARD OF DIRECTORS MEETING # 2 AGENDA

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**RULES OF ORDER AT A GLANCE**

<b>To Do This:</b>	<b>You Say This:</b>	<b>May You Interrupt the Speaker?</b>	<b>Must You be Seconded?</b>	<b>Is the Motion Debatable?</b>	<b>Is the Motion Amendable?</b>	<b>What Majority is Required?</b>
Object to incorrect procedure being used	Point of order	Yes	No	No	No	No vote taken, chair rules
Seek clarification from the previous speaker	Point of information	Yes, if urgent	No	No	No	No vote taken, chair rules
Object to something which prevents your continued participation (eg. excessive noise)	Point of personal privilege.	Yes	No	No	No	No vote taken, chair rules
Object to a motion being considered	I object to consideration of this motion.	Yes	No	No	No	2/3 Majority
Consider something out of its scheduled order	I move the agenda be amended in order to deal with the following item....	No	Yes	No	No	2/3 Majority
Overturn the ruling of the chair	I challenge the chair on....	Yes	Yes	Yes	No	Majority
Change a motion	I move that the motion be amended to read....	No	Yes	Yes	Yes	Majority
Have a motion studied more before voting on it	I move that the motion be referred to....	No	Yes	Yes	Yes	Majority
Postpone further discussion on a motion until later in the meeting	I move that the motion be tabled until....	No	Yes	Only to time	Yes	Majority
Postpone consideration of a motion until a future meeting	I move that the motion be postponed until....	No	Yes	Only to time	Yes	Majority
Raise a matter previously tabled	I move that motion... be lifted from the table.	No	Yes	No	No	Majority
Reconsider a motion already voted on earlier in the meeting	I move that motion... be reconsidered.	Yes	Yes	Yes (if original motion was)	No	Majority
End debate on a motion	I call the question.	No	Yes	No	No	2/3 Majority
Ask that everyone's vote on a particular motion be recorded in the minutes	I call for a roll call vote.	No	No	No	No	No vote required, chair rules
Recess the meeting	I move that the meeting recess until....	No	Yes	Only to time	No	Majority
End the meeting	I move that the meeting adjourn.	No	Yes	No	No	Majority

**Attendance**

Executives	Division I	Yiming (Micheal) Chen <i>(present)</i>
Mitra Yakubi <i>(present)</i>	<i>Vacant</i>	Laiba Khan <i>(present)</i>
Fahad Dayala <i>(present)</i>		Aysha Qureshi <i>(present)</i>
Anushka Sokhi <i>(present)</i>	Division II	Shehrabano Ali <i>(present)</i>
Lily Pan <i>(present)</i>	Liza Nasir <i>(present)</i>	Taarika Salariya <i>(present by proxy –</i>
Noha Farawi <i>(present)</i>	Sameer Naderi <i>(present)</i>	<i>Anushka Sokhi)</i>
Tarwah Afrah (non-voting)	Alvin Jeffrey Stanislaus	Division III
<i>(present)</i>	<i>(present)</i>	<i>Vacant</i>
	Lai Wei <i>(present)</i>	
Executive Director:	Aditya Chopra <i>(present)</i>	Division IV
Mary Asekome (non-voting)	Xiaodan (Silvia) Zhou <i>(present)</i>	<i>Vacant</i>
<i>(present)</i>		

<b>#1</b>	<b>CALL TO ORDER</b>
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Meeting called to order at \_\_4:13pm\_\_

<b>#2</b>	<b>APPROVAL OF THE SPEAKER</b>
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**MOTION**

Moved: A. Stanislaus

Seconded: A. Sokhi

Be it resolved that Mitra Yakubi be appointed as the Speaker for the Board Meetings, for the 2020-2021 fiscal year, by the UTMSU Board of Directors.

M. Asekome: I wanted to clarify that we had reached out to an external speaker to assist with chairing our board meetings. Initially the person agreed, but then realized that if we were to go back to campus, they live in Guelph and due to transit commitments, it was almost impossible for them to attend. We also tried to have any other person, but weren’t able to, so we decided that Mitra can chair the meetings. However for our AGM we will have an external speaker

**VOTE**

**ALL IN FAVOUR**

**MOTION PASSES**

<b>#3</b>	<b>APPROVAL OF THE AGENDA</b>
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**MOTION**

Moved: F. Dayala

Seconded: L. Nasir

Be it resolved that the agenda be approved as presented

**VOTE**

**ALL IN FAVOUR**

**MOTION PASSES**

<b>#4</b>	<b>EXECUTIVE REPORTS</b>
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**MOTION**

Moved: A. Sokhi

Seconded: S. Ali

Be it resolved that the UTMSU Board of Directors approved the Executive Reports as presented at the Board Meeting # 2 on May 27, 2020.

F. Dayala: I hope you all had a chance to over our executive reports. I am glad that we are through our first month, but I am also sad that it went by so fast. In the past month we worked on team bonding. Executive Retreat was one of the first things we did, which was unfortunately virtual due to the current situation. We discussed what we plan to do throughout the year, what our goals are, and how we want to achieve them. I spent a fair amount of time going through the bylaws and policies of the union, understanding what rules we are supposed to follow, what are the responsibilities of the union. I also worked on a lot of job postings. Finally, the postings are up on our website. We are hiring for associate and coordinator position, so feel free to tell that to your friends, and promote them so we can have as many applicants as possible.

A. Sokhi: All the execs began with the retreat. We spent a lot of that time planning the upcoming year, going over policies, our responsibilities as executives. Moving forward I have been helping students with academic offence cases, and I have also been working on an academic advocacy campaign.

L. Pan: I wont repeat much about the retreat as Fahad and Anushka already mentioned, however I have been working on is reaching out to our partners we have had over the past few years and discussed possible initiatives and our goals for the year. Other than that, I have been working with the WeChat Committee developing posts regarding our students' union.

N. Farawi: Executive retreat and transition were the first things. Other than that, I worked on winter and summer bursaries. Winter bursaries were supposed to be picked up but unfortunately didn't happen, so we had to mail them out. We are starting summer bursaries, so hopefully they will be out June 1<sup>st</sup>. I also sat on the hiring committee for Orientation Coordinator and Sponsorship Coordinator. We are also planning a virtual pride as a in-person pride event cannot take place.

T. Afrah: Last time I met you folks, you all voted me as the VP Campus Life, so I like to thank you all for this opportunity. We then soon went into our executive retreat. We learned about the history of the UTMSU so that was great, as well as their bylaws and policies. Right after that, getting right into the VP Campus Life portfolio, I had to work alongside our campus groups and solve their queries regarding starting new clubs, and how to get their elections validated and verified. I also had the pleasure of working on Orientation alongside our Orientation Coordinators so that is awesome and interesting. I also sat on sponsorship coordinator interviews, and we decided on the candidate to be hired. I also was part of a couple forums for Orientation so get on the same page as our campus partners.

M. Yakubi: Ill begin with the Executive Retreat as well our transition. So we had the opportunity to receive some trainings on how to be effective managers, anti-oppression trainings, some team building activities. Then I started to work on introductory meetings with our team and our campus groups, because we understand how valuable it is to have collaboration moving forward because these are tough times and our students need us more than they have ever needed. Due to the pandemic we understand how important it is for them to have a list of all these resources. Just as Tarwah mentioned, we started our Orientation process, with the hiring of the orientation committees, so I sat on the orientation hiring committee which was fun. We now have our two orientation coordinators working on planning Orientation. It is a special one because in 37 years, it is going to be our first virtual orientation, so that is very fun. We are looking into the possibility of a hybrid model, but that depends on how the province progresses. On







M. Yakubi: In addition to the mandate in the Union's by-laws and policy, the Policy and Procedures Committee will meet from time to time and convene to discuss policy of Union and present a recommendation to the Board of Directors. The committees are fun, and will give you an opportunity to understand the great work we do from the back end.

F. Dayala: I wanted to add on that the Policy & Procedures Committee meets from time to time to review the policies of the UTMSU. So, to make any amendments, or to add/remove any polices as per need is the role. It's a fun committee to be a part of, and you get to know how the executives work.

**VOTE  
ALL IN FAVOUR  
MOTION PASSES**

<b>e)</b>	<b>Organizational Development &amp; Services Committee</b>
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**MOTION**

Moved: L. Nasir

Seconded: A. Stanislaus

Be it resolved that **Shehrbano Ali** from Division II be appointed by the UTMSU Board of Directors to the Organizational Development & Services Committee for the Summer Session.

M. Yakubi: In addition to the mandate in the Union's by-laws and policy, the Organization Development and Services Committee is responsible for the management, operations, and oversight of the services of the Union. The committee will recommend the services budget to the Budget Committee, operational policy for the services to the Policy and Procedures Committee and oversee the short- and long-term planning of the Services of the Union. You get to work closely with the President and the VP Internal, who is actually the chair of this committee, so I want you remind that you will not be working alone on this committee.

F. Dayala: As you can notice, the motion reads "for the Summer Session". I wanted to remind folks again that these committees will be only for the Summer session, until September. We will re-strike these committees once we have our Division I representatives, so you working in a committee for the entire year will not be the case. This does not mean that you won't be allowed to be a part of this committee again, that is totally up to you, but I just wanted to let folks know.

M. Yakubi: We have two nominations, Liza and Shehrbano.

L. Nasir: I'd like to retract my nomination, since I'm already a part of many committees.

M. Yakubi: This means that Shehrbano is the only nominee.

**VOTE  
ALL IN FAVOUR  
MOTION PASSES**

<b>f)</b>	<b>Green Grants Committee</b>
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**MOTION**

Moved: A. Stanislaus

Seconded: S. Ali

Be it resolved that **A. Qureshi** from Division II be appointed by the UTMSU Board of Directors to the Green Grants Committee for the Summer Session.

M. Yakubi: In addition to the mandate in the Union's by-laws and policy, the Green Grants Committee will meet from time to time and convene to discuss proposals brought about by UTM members and recognized groups which aim to improve environmental awareness amongst the UTM community. The Green Grants Committee aims to promote UTMSU's sustainable policy. The committee will make recommendation to the Board of Directors on the appropriate allocation of funds for UTMSU endorsed projects. The chair of this committee is the VP Equity.

N. Farawi: This committee wasn't there last year because of the Students' Choice Initiative, so it is exciting that we have it back now.

M. Yakubi: Talking about sustainability initiatives is fun and very important. Through these committees you get to set the direction to the work done at UTMSU. Just a reminder, you can join more than one committee if you are interested.

**VOTE**

**ALL IN FAVOUR**

**MOTION PASSES**

<b>g)</b>	<b>Bursary Committee</b>
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**MOTION**

Moved: L. Nasir

Seconded: A. Stanislaus

Be it resolved that **L. Khan** from Division II be appointed by the UTMSU Board of Directors to the Bursary Committee for the Summer Session.

M. Yakubi: In addition to the mandate in the Union's by-laws and policy, the Bursary Committee will meet from time to time and convene to discuss proposals brought about by the UTM community for financial support based on academic merit or financial need. The Bursary Committee aims to promote UTMSU's mission to promote access to post- secondary education. The committee will make recommendation to the Board of Directors on the appropriate allocation of funds for UTMSU endorsed grants.

N. Farawi: *(inaudible)*

M. Yakubi: We have three nominees. Sameer, Laiba and Silvia (Xiaodan).

S. Naderi: I am interested because I want to help people out in general. As Noha said that it can be a little sensitive, and it gives me the drive to help people.

L. Khan: I think it's a great opportunity, and secondly education is extremely important to everybody and no one should be held back because of their financial reasons, and though I can't help somebody directly, I'd love to be on this committee and help people.

X. Zhou: I have not much to say, I am interested in financial support and I will be responsible for that.

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

<b>h)</b>	<b>Elections &amp; Referenda Committee</b>
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**MOTION**

Moved: A. Stanislaus

Seconded: F. Dayala

Be it resolved that **Sameer Naderi** and **Liza Nasir** from Division II be appointed by the UTMSU Board of Directors to the Elections & Referenda Committee for the Summer Session.

M. Yakubi: In addition to the mandate in the Union's by-laws and policy, the Elections and Referenda Committee will oversee the Union's elections and referenda in accordance to its own policy and procedures. The Committee will make recommendations to the Board of Directors on revisions to the Elections Procedure Code and the Charter for Referenda. It is also responsible for recommending to the Board of Directors election and referenda dates.

F. Dayala: 2 months ago, all of us were on the other side of elections, running for our respective positions, through this committee we get to see the other side, actually conducting elections. This committee meets at least twice, once for the Fall elections, and once for the elections in March. The committee sets the policies, looks over the process, looking over CRO, DROs, handling appeals from candidates etc. It will be interesting to see the other side of the elections, so you must join!

M. Yakubi: You all get to work with the executives as well, the President chairs this committee. If you have any questions, that helps you decide, please ask.

A. Stanislaus: These committees are re-struck in the Fall session, so what does this committee does over the summer?

M. Yakubi: Essentially, the committee prepares for the Fall By-elections over the summer, through which the Division I representatives are elected.

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

<b>i)</b>	<b>UTM Clubs Committee</b>
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**MOTION**

Moved: A. Stanislaus

Seconded: L. Khan

Be it resolved that **Taarika Salari** and **Wei Lai** from Division II be appointed by the UTMSU Board of Directors to the UTM Clubs Committee for the Summer Session.

M. Yakubi: In addition to the mandate in the Union’s by-laws and policy, the UTM Clubs Committee is responsible for the recognition of the Union clubs at UTM, reviewing funding and special projects requests, organize the UTM Clubs Awards Ceremony and assist in promoting the clubs to the campus and make recommendations in improving club services. The Committee is also responsible for revising the Union’s clubs’ policy and making recommendation to the policy and Procedure Committee. You get to work with your VP Campus Life.

T. Afrah: Thanks, Mitra, I wanted to say that Clubs Committee is a larger committee per say, I’ll be chairing it, Fahad and Mitra will also be on it. We also will have 3 UTM students on this committee, which are selected. If you know any clubs’ execs you might be interested, spread the word.

M. Yakubi: We will be going to elections again, we have 6 nominees at this point. We will begin with Laiba

L. Khan: Last year was my first year, and I was a part of clubs, and there are so many of them, and I’d love to sit in this committee to organize clubs awards ceremonies, etc. It will be a lot of fun.

S. Ali: So Tarwah said it will be really fun. I feel I am good at promoting, and I can do a good job organizing the clubs awards ceremony etc.

T. Salari (A. Sokhi with proxy): Taarika sent me something if people asked why she wanted to join this committee. She says she has been a part of Frosh, volunteered for HSC, and been an associate for ICCIT Council. She understands how campus groups works, and loves the vibes brought by clubs, and this is why she wants to be a part of clubs committee.

W. Lai: I would like to join because personally I have a lot of interest, I joined many clubs. I would like to help clubs develop.

A. Qureshi: Hi everyone, I understand how important clubs are to student life and student experience. It is also important we have a school that supports that and gives us opportunities and allows clubs to have those resources to run whatever they want, as efficiently as possible. So, I would love to be a part of that and make an impact through that.

A. Stanislaus: So I don’t know if you have noticed, but... (*inaudible*). Here is joining clubs and meeting people with common interests, exactly the best way to make a place feel like home. UTM for most of us is not a school, its like home, we are going to be here 4 years. And we want to be as welcoming as possible. So that is why I’d like to be a part of this committee.

M. Asekome: Mitra, can you please repeat the names of all the nominees

M. Yakubi: Definitely, the 6 nominees are Laiba, Shehrbano, Taarika, Wei Lai, Aysa, and Alvin.

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

<b>#7</b>	<b>STRIKING OF OPEN COMMITTEES</b>
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<b>a)</b>	<b>WUSC Committee</b>
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**MOTION**

Moved: L. Pan

Seconded: A. Qureshi

Be it resolved that the WUSC Committee be stricken as an Open Committee by the UTMSU Board of Directors.

M. Yakubi: I want to talk about the WUSC Committee we have. It is an open committee, so there can be any student joining this committee, and give their input in the WUSC Programming. I don't know how many folks know, but every single year, we have 1 student who comes to Canada through the WUSC Program, from a country. We sponsor the student and help them in their academic journey. It is a very successful project and committee, however this year due to COVID, we are not sure whether we will have a student or no. This committee will be stricken as needed.

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

<b>#8</b>	<b>OTHER BUSINESS</b>
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F. Dayala: One of the things I wanted to mention is that UTMSU is hiring for associate and coordinator positions. So I would like the Board of Directors to spread the word out as much as possible, through social media mainly, because we are not in person on campus, so it's a little difficult. We are hiring for Orientation committee, and other part time staff as well. One point I wanted to clarify was that unfortunately Board members cannot apply for part time staff while being a Director, they can be a part of UTMSU through volunteering.

N. Farawi: This is for Pride, with the Equity and Diversity Centre, they are making a video for Pride Month. I will forward the video to all of you, so if anyone is interested, let me know, hopefully we can have more participants. The two questions are what does pride mean to you, and what is a common stereotype about LGBTQS+ community?

T. Afrah: Hey, I wanted to let you all know that applications for Orientation committee and leaders are up. So Marketing, Logistics, and Leaders. It is a great way for you to connect and outreach to people, and also be a leader to our next first year representative. Also, if you have any questions about Orientation, you can message me privately, or on our Orientation Instagram.

M. Yakubi: I see a question. So we can apply for Orientation committee and leaders, but not for associates and coordinators? Yes, you can apply for committee and leader positions, because they are voluntary positions.

M. Asekome: The last thing I wanted to talk about is about the Board Retreat. We have scheduled the retreat from June 22-24. Understanding that the board meetings are scheduled for Wednesdays, so it makes more sense to start on Monday, and end on Wednesday with the board meeting. You get to know about the bylaws and policies, about the executive portfolios, about the UTMSU etc. It will be like the executive retreat, on Zoom. The hours will be 10-6 more or less, with breaks in between. We also understand that folks are not in the same time zone and not everyone can attend all programming. So, we will send out presentations as well. Thus, we want you all to have a better understanding of what your roles are, and the gravity of the work we do in the school year. So if anything, we can send out an official email to confirm your availabilities. We will send out a breakdown of what the presentations will look like, don't worry we will give you breaks.

M. Yakubi: Do folks have anything else to add?

S. Naderi: Our next meeting is on the last Wednesday of next month?

M. Yakubi: Yes, Fahad will send out the notice and the package beforehand so you are ready for the meeting.

<b>#9</b>	<b>ADJOURNMENT</b>
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**MOTION**

Moved: F. Dayala

Seconded: S. Naderi

Be it resolved that the Board of Directors Meeting #2 be adjourned at 5:47pm.

**VOTE**

**ALL IN FAVOUR**

**MOTION PASSES**

<b>VALIDATION</b>		
<b>MITRA YAKUBI, PRESIDENT</b>	<i>Mitra Yakubi</i>	MAY 27 <sup>TH</sup> , 2020
NAME AND POSITION	SIGNATURE	DATE