



University of Toronto Mississauga  
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# Executive Reports

## August 2020

Mitra Yakubi

President



### Executive Summary

Hellooo! Happy end of August. It's hard to believe that I'm already at the end of the fourth month of my term as President. It's been such a good experience so



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far I've been able to work on so many great initiatives with my team. This month I continued my work for the Mental Health Peer support Program, releasing educational content and working on the peer supporter application. During this month we also released our new campaign - Education for All. It's been off to a great start with many student testimonials and 150+ emails sent by students to administration demanding for more accessible and inclusive post-secondary education. This month we also had the opportunity to provide a Covid safety training to part time staff to ensure that we have safe return back to our workplace. I've had the opportunity to continue working with my associate, the volunteer coordinators and the promotion coordinator and all I can say is that my team is filled with hardworking and passionate individuals.

## Agenda

1. Mental Health Peer Support Program
2. Education for All Campaign
3. Free Transit
4. Hiring
5. Orientation
6. Meetings Attended

## Mental Health Peer Support Program

The Mental Health Peer Support Program development is fully underway. During this month we released an informatory video explaining the program to inform our members, we then collected feedback using our social media platforms. The feedback was then used to generate a needs assessment survey, this survey was then released on July/20th to all our students for further feedback as we want to develop a program that meets the needs of our students. The next step is for us to release the peer supporter application, which has now been prepared. We will be meeting with the folks at Stella's Place to discuss our visioning and the application one last time before being released to students.



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## Education for All Campaign

The UTMSU is determined to continue the fight for free and accessible education which is why we launched a new campaign called Education for All. This campaign has 7 demands and its been very successful since launched with many student testimonials and over 150 emails sent to UofT administration demanding for better post-secondary education.

## Free Transit Planning

This month I will be also meeting with folks from TTC riders in order to discuss how we can continue our fight for free and accessible public transit.

## Hiring

This month we had the opportunity to hire our last part time staff positions; U-pass coordinator and the U-pass Clerks. We also conducted interviews and hired our new Campaigns and Academic Advocacy Coordinator.

## Orientation

We are only 7 days away from Orientation which means we spend long hours planning Orientation. The Orientation Team is hard at work to ensure that we have a safe and fun Orientation. All the leaders also attended their third and fourth training this month.

## Meetings Attended

August/3 - Orientation Committee  
August/4 - Orientation Working Group  
August/4 - Mitra x VC's  
August/4 - Food Service Advisory  
August/4 - OMC Meeting  
August/5 - Interview Full time staff  
August/5 - Interview Full time staff

August/5 - Interview Full time staff  
August/5 - UTMSU x CSE App Discussion  
August/5 - Interview Full time staff  
August/5 - Meeting w/Shane  
August/5 - New mode Discussion w/Melissa  
August/6 - Mitra x Adiba



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August/6 - CFS Training Discussion  
August/6 - C/AC Discussion  
August/6 - Mitra x Mudassir  
August/6 - UTMSU x IBA  
August/6 - Bursary Committee  
August/6 - Free Breakfast  
Discussion  
August/6 - UTMSU x Stella's Place  
August/7 - Call w/Campus Police  
August/7 - Team Meeting  
August/7 - Office Meeting  
August/7 - HR Meeting  
August/7 - Volunteer Breakdown  
August/8 - Leader Training 3  
August/8 - Presidential Team  
Meeting  
August/8 - Committee Meeting  
August/8 - Buy Flag Painting  
Material  
August/8 - BLM Discussion  
August/8 - Orientation Committee  
August/8 - Call with DLA Piper  
August/9 - Frosh Asynchronous  
Content Meeting  
August/9 - OMC Meeting  
August/10 - UTMSU x EDO  
August/10 - Mitra x Adiba  
August/10 - Mitra x Vc's  
August/10 - HR meeting  
August/11 - Education for All Lobby  
Meeting  
August/10 - Mitra x Mudassir x  
Grayce

August/10 - Grayce x Vc's  
August/10 - That's my UTMSU:  
Movie Night  
August/11 - Team Meeting  
August/11 - Ecspt Frsh Meeting  
August/11 - U-pass/T-card Meeting  
w/admin  
August/11 - Flag Painting Protocol  
August/12 - Leader Training 4  
August/13 - GAT Form Meeting  
August/17 - Presidential Team  
Meeting  
August/17 - Executive Committee  
August/17 - Orientation Committee  
August/18 - UTMSU O-week  
Recording  
August/19 - Student Services  
Commons Visioning  
August/19 - UTMSU x OVPS  
August/20 - Mitra x Adiba  
August/20 - Accessibility Meeting  
August/20 - Mitra x Mudassir x  
Grayce  
August/20 - Student Services  
Commons Visioning  
August/20 - Meeting w/Mark  
Overton  
August/20 - Committee Bonding  
August/21 - Team Meeting  
August/21 - OGM Prep  
August/21 - Covid Safety Training  
August/21 - Clubs Committee 2  
August/22 - Kit Stuffing

Sincerely,



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*Mitra Yakubi*

Mitra Yakubi (she/her)

President



# Fahad Dayala

## Vice President Internal



## Executive Summary

We're almost through August, and we're so close to Cosmos 2020. At UTMSU, Orientation is one the most exciting and hyped times, but is also the busiest time. Executives, along with the most valuable help of the Orientation Committee, Frosh Leaders, and Volunteers are working tirelessly to bring the event to success. As we move closer to fall, and welcoming our students back on campus, the executives work on planning all of it in the best manner possible. We have been able to work on so many initiatives during these 4 months, and that makes me so excited, especially given the fact that we are in a

pandemic. I have been working on budgets and finances, to create the Operating Budget for 2020/2021, looking over hiring staff, and over Orientation sponsorships in particular.

## Agenda

1. Hirings
2. UPass
3. Services
4. Orientation
5. Operating Budget
6. Meetings Attended



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## Hirings

At UTMSU, hiring staff never stops, and this genuinely makes me feel so happy, and proud. UTMSU is one the largest employers at the UTM Campus, and us being able to provide so many opportunities to our students to gain valuable experience is one of the many things that I love about this organization. This past month, we hired our UPass Clerks. UPass distribution starts soon, and we need help from clerks to make this process as smooth as possible. We also hired a full-time staff, to fill up our vacant Campaigns & Academic Advocacy Coordinator position, and I'm so excited to see the new addition to our team to bring new energy, and passion to this role. We have also started our hiring process for our Fall Elections staff, which includes Chief Returning Officer, and Deputy Returning Officer. We will also be hiring Poll Clerks later in September, to assist us with the Elections process. The process for our vacant Campus Groups Coordinator position has also been started, and my inbox is quickly filling up with amazing, qualified candidates.

## UPass

As mentioned, UPass distribution will start soon. We are working alongside the administration to figure out the opening of TCard offices, so students can get their tcards, in order to get a UPass. UPass Coordinator is doing an amazing job figuring out the process, and I have been more of a support role, along with the President and Internal Coordinator, in deciding minute details, specially accommodating for safety protocols and procedures regarding COVID-19. UPass distribution will definitely look different this year, but you will get to hear more from us soon over the next few days. Keep an eye on our social medias for distribution dates and timings.

## Services

My associate and I have started working on new services that we can have at the UTMSU, and I am so happy to see some of the potential ideas we have on board. For services, our aim is to bring in options which better support all students, including international students as well. My associate being an International student themselves, it's great to have that aspect of what an



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International student might need in terms of services. We will soon be contacting potential organizations we can partner up with and provide our students with the best. We also have our housing service reinstated, in partnership with Places4Students, where students can look up available housing in the UTM vicinity, can find roommates, and can also post listings to find tenants, which is great. To get more information, visit our website.

## Orientation

As mentioned, the Orientation Committee is ready to roll! We are only 7 days away from Cosmos 2020. I have been working closely with the Sponsorship Directors, and the Orientation Coordinators in regards to sponsorship, and they have been doing an excellent job. We have big organizations ready to partner up with us, and get that outreach to students. We have started planning logistics of Sponsors, on how we will accommodate them in our in-person programming, with respect to booths, etc. As we are in un-normal circumstances, it is imperative to ensure everyone's safety, and make sure everything is planned out smoothly, and in the most efficient manner possible, and I'm glad to say that everyone at UTMSU is doing an amazing job in ensuring that.

## Operating Budget

It's Operating Budget time! The executive team has been working on their departmental budgets, tailored to the need of the hour, and based on our priorities for the upcoming 8 months. The Operating Budget will soon be ready and presented to the Board of Directors.

## Meetings Attended

Jul 30 - Sherwood x UTMSU  
Jul 30 - CFS Skills  
Jul 30 - Zoom Study Session  
Jul 31 - PASS x UTMSU  
Aug 4 - Weekly Sponsorship Meeting  
Aug 4 - Princeton Review x UTMSU

Aug 4 - Meeting w/ Hamid  
Aug 4 - Call w/ Amaal  
Aug 4 - OMC Meeting  
Aug 5 - Interview - C&AAC  
Aug 5 - Interview - C&AAC  
Aug 5 - Interview - C&AAC  
Aug 5 - Interview - C&AAC





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Aug 5 - Virtual Office Hours  
Aug 6 - C&AAC Discussion  
Aug 6 - Bursary Committee Meeting #2  
Aug 7 - Team Meeting  
Aug 7 - Team Meeting  
Aug 7 - HR Discussion  
Aug 8 - Leader Training  
Aug 10 - Contract Discussion  
Aug 10 - Check-in w/ Hamid  
Aug 10 - Thats MyUTMSU: Movie Night  
Aug 10 - Weekly Sponsorship Meeting  
Aug 10 - Orientation Committee Meeting  
Aug 10 - Meeting with Lawyers  
Aug 11 - Video Shoot - Cosmos'20  
Aug 11 - CFS Coalition  
Aug 11 - Check-in with Mary  
Aug 11 - OMC Meeting  
Aug 12 - UTMSU x EDIO  
Aug 12 - HR Meeting  
Aug 12 - Virtual Office Hours  
Aug 13 - E4A Lobby Doc Meeting

Aug 13 - Virtual Office Hours  
Aug 14 - Team Meeting  
Aug 14 - Budget Discussion w/ Lily  
Aug 15 - Leader Training  
Aug 17 - Check-in w/ Hamid  
Aug 17 - Executive Committee Meeting  
Aug 17 - Orientation Committee Meeting  
Aug 18 - Zoom Study Session  
Aug 18 - OMC Meeting  
Aug 19 - Executives Video Shoot  
Aug 20 - Comms Planning  
Aug 20 - Check-in w/ Mary  
Aug 20 - Zoom Study Session  
Aug 21 - Team Meeting  
Aug 21 - UPass Clerks Convo  
Aug 22 - Kit Stuffing  
Aug 24 - Orientation Committee Meeting  
Aug 25 - Meeting w/ Student  
Aug 25 - OMC Meeting  
Aug 26 - Virtual Office Hours  
Aug 26 - BOD Meeting #5

Sincerely,

Fahad Dayala (he/him)  
Vice President Internal

# Lily Pan

## Vice President External



## Executive Summary

Time seems to pass really fast; I cannot believe August is almost gone. I have adapted to this new hybrid model of working, including half of the week working at home and half of the week working at the student center. This makes me feel that I am getting on track for fall/winter semester, and of course Frosh Orientation!

## Agenda

1. Orientation
2. Budget
3. UTMSU Chinese Orientation
4. Video Shooting



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## 5. Meetings Attended

### Orientation

By this week, we will be finishing all the training series for Frosh leaders and volunteers. Just from all the trainings we have had and preparation work with the committee, as well as all the interaction with leaders, including flag painting, kit stuffing, I am excited. I really hope all the first-year students can enjoy COSMOS 20 and make connections through our events.

### Budget

Lately, we have been working on our departmental budgets. President, VP UA, VP Equity and I worked on the budget for Campaigns and Advocacy. It helped us with a better picture of how campaigns will be looking like this year. I also discussed with our WeChat coordinator about the budget for WeChat team, mapping out the programme of the year. In addition, I am also updating the WUSC committee budget.

### UTMSU Chinese Orientation

The WeChat team is planning the Chinese Orientation that will be happening virtually at the beginning of September. It will be mostly facing to all Mandarin speakers at UTM. First-year students can learn more about the UTMSU from this event. Normally, this event would also attract students to join the WeChat team as volunteers.

### Video Shooting

During the month, there are also some videos shot. I was part of the Frosh Orientation promotion video, and the Frosh Asynchronous Video for a UTMSU student center tour. Moreover, the entire executive team also introduced the new Education for All campaign through IGTV. Recently, we are also shooting our executive introduction video. I think I am to some extent less awkward in front of camera now. Hope people find those videos useful.

### Meetings Attended

July 30 – CFSON Sills Symposium

July 30 – Zoom Study Dates



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August 3 – Orientation Committee meeting  
August 4 – Check-in with VP External Associate  
August 4 – Food Service Advisory Committee 2020/2021 Meeting #1  
August 6 – Check-in with WeChat Coordinator  
August 7 – Team meeting  
August 7 – Office meeting  
August 8 – Frosh Leader Training #3  
August 10 – Orientation Committee meeting  
August 11 – Frosh Asynchronous Video Shooting  
August 12 – UTMSU × EDO meeting  
August 12 – Check-in with VP External Associate  
August 13 – Education for All lobby document meeting  
August 13 – International Student Advocacy Committee meeting  
August 13 – Check- in with WeChat Coordinator  
August 14 – Team meeting  
August 14 – Budget discussion  
August 15 – Frosh Leader Training #4  
August 17 – Executive Committee meeting  
August 17 – Orientation Committee meeting  
August 18 – Check-in with Executive Director  
August 18 – Check-in with VP External Associate  
August 18 – Check-in with WeChat Coordinator  
August 18 – Zoom Study Dates  
August 19 – Executive Video shooting  
August 20 – Communications Check-in and Planning  
August 21 – Team meeting  
August 21 – OGM preparation  
August 21 – COVID-19 Safety Training/ Orientation updates  
August 21 – WeChat article discussion  
August 22 – Kit stuffing  
August 22 – WeChat Team meeting  
August 24 – Orientation Committee meeting

# Noha Farawi

## Vice President Equity



### Agenda

1. Food Centre
2. Equity Handbook
3. Equity Campaigns
4. Seminar Series
5. Interviews
6. Fall Bursaries
7. Meetings Attended

### Food Centre

Unfortunately, because of COVID the food centre had to shut down. We are working hard to find the best approach to re-open the food centre in fall. Right now we are working on a monthly weekend curbside pickup at UTM and weekly office hours, that students can

prebook to come to the food centre and pick up a prepacked bag of their choice. That way we can minimize contamination and also ensure the safety of our members, volunteers and staff.

### Equity Handbook

The equity team is working on an awesome equity handbook to support and educate our students with. It's going to be filled with resources both internal and external to UTM and also helpful educational pieces.





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## Equity Campaigns

The equity team has decided that we are going to take the educational approach to our campaigns this year. The first thing we're launching is the United for Equity definitions. Equity terms are usually inaccessible, that's why we're taking the time to define key terms on our social media and also add these definitions to our equity handbook.

## Seminar Series

We are also working on a equity and sustainability series to take place monthly. We have a line of really awesome speakers coming to speak about really important topics. Keep a look out for our first one coming up next month!

## Interviews

We're still not done interviews! The hiring committee sat in the UPass Coordinator and the Campaigns and Advocacy Coordinator interviews. We had the honor of hiring two lovely humans.

## Fall Bursaries

Post-Secondary education is inaccessible and expensive. That's why at the UTMSU we try our best to help students. Our bursaries support hundreds of students every year. We are now assessing the best way to administer our fall bursaries while taking into consideration how our summer and transit bursaries went. It was our first time having online bursaries.

## Meetings Attended

CFS Skills Symposium  
Bi-Weekly Equity Team Meetings  
Weekly Exec Team Meetings  
Upass and Campaigns and Advocacy Interviews  
Weekly Sydney X Noha  
Weekly Reagan X Noha  
Weekly Lauren X Noha



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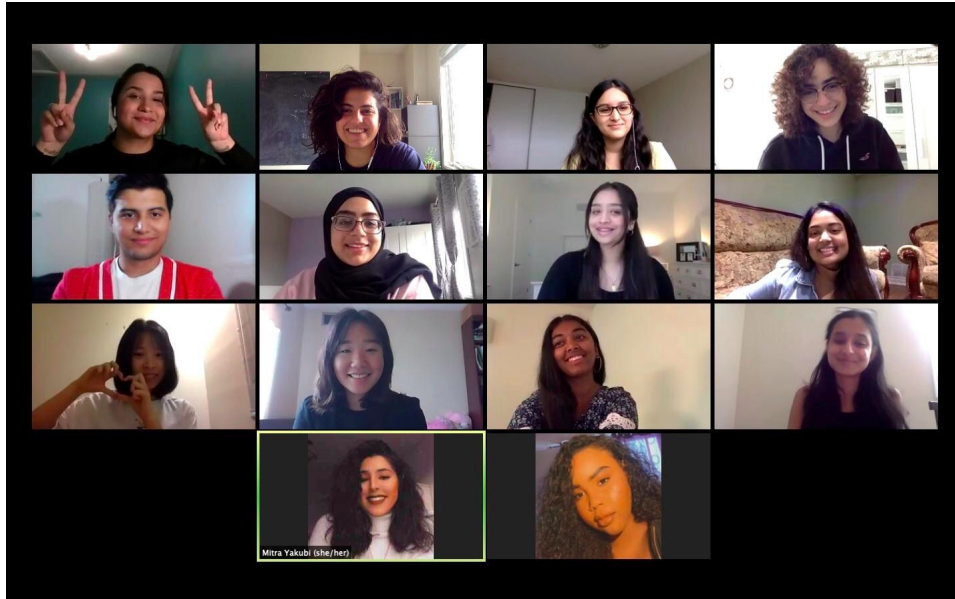
Weekly Orientation Committee Meetings  
Leader Training  
Anti-Racism Course Working Group  
UTMSU X SCSU Anti-Racism  
BOD Meeting  
Education for All Meetings  
Equity Campaigns Meeting  
UTMSU X EDIO  
Video shoots for frosh and executive video  
CFS Coalition Meeting  
COVID Safety Training  
Communication Check in and Planning Meeting  
TTC Riders Meeting



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# Anushka Sokhi

Vice President University Affairs



## Executive Summary

This month has been busy in terms of preparing for the upcoming school year! This month has involved everything from Orientation planning as well as working on the UPass Distribution Logistics! This month has also included working on several different campaigns that UTMSU plans to roll out throughout the year.

Lastly I have also been working on the re-recognition process of Societies and allocating past funding!

## Agenda

1. VP UA Budget Planning
2. Academic Advocacy Campaign
3. Fairness for International Students Campaign
4. Societies
5. Meetings Attended



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## VP UA Budget Planning

A big and super exciting part of this month was planning the VP UA Budget alongside Deepti, the VP UA Associate, the reason this is of high importance because we spend time to allocate the budget in events and campaign that are of importance to the UTMSU Executive which in turn are priorities set by the student body!

## Academic Advocacy Campaign

The Know Your Academics Campaign is rolling steadily, we have put out a bunch of information regarding student policies and rights with information being available both on social media and our website. Excited to continue working on this campaign and providing more information to students so that they can get the most out of their degree!

## Fairness for International Students Campaign

An additional campaign that my team and have been working on is the Fairness for International Students Campaign for the UTM campus. The Lobby document for the same is completed and we are currently in the process of contacting administration to set up lobby meetings with them to discuss our demands and discuss the students testimonials backing us up!

## Societies

This month, I have had meetings with society executives to be a supportive role during their planning and also help them through re-recognition. The re-recognition process for societies has been completed and I have been in touch with societies regarding the same additionally I have been in touch with them regarding the Bank Transfer Process and seeing how the logistics for the same would work out now that everything is being affected by the Pandemic and making sure we put their safety first!

## Meetings Attended

- Monthly UTMSU Office Meeting
- Executive Committee Meetings



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- Orientation Committee Meetings
- Team Meeting weekly on Friday
- My Mental Health Matters Campaign discussion
- Anti-Racism Course Working Group Meeting
- Education for All Campaign Discussion
- Frosh Leader Training 3 and 4
- CFS Skills Day 3 and 4
- Weekly Meeting with Deepti (Associate to VP UA)
- Meeting with Zayd (Academic Coordinator)
- Frosh Leader Training 2
- International Student Advocacy Meeting with CFS and other SUs 2
- Meeting with the Office of the Registrar
- UTMSU x EDO
- Communications Check-In



# Tarwah Afrah

## Vice President Campus Life



## Executive Summary

Completing my fourth month as the VP Campus Life of the UTMSU was eventful to say the least! I finally have gotten a hang of my portfolio completely! This month was based mostly on Orientation and Campus Group recognition. Amid a pandemic it is important to find methods in which we can keep our members engaged from the safety of their own home. Campus Life is traditionally based on in person events, we have not faced times like this in recent UTMSU history, so it is challenging and fun maneuvering through this “new normal.” It also has been important to myself as well the executive time to launch some new campaigns to let our members know we have them in our goals and that we will represent them in rooms where students are not always welcome! The past month has consisted of summer programmings where we kept out membership in the loop of many activities and campaigns!



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## Agenda

1. Orientation
2. Campus Groups
3. Meetings Attended

## Orientation

We are one week away from Cosmos 20! The purpose of Cosmos 20 is to create a platform both virtually and in person where a large amount of first year students can participate, network and transition into their university life, as well as smaller in person events where folks can have that one to one connection with leaders. The Orientation Coordinators as well as the Orientation Committee has been honing in on the final details of planning COSMOS 20, see yall outer space!

## Campus Groups

This month recognition packages have been completed, and many of our campus groups are ready for 2020-2021 academic year. It has been wonderful getting in contact with these groups and seeing their plans for the upcoming school year in such a difficult time, I look forward to discovering different ways the UTMSU can serve as a support system for our campus groups! Also for the first time our Campus Groups will also be playing a large part in this year's Orientation schedule where they can participate in talent shows, and panels! This is an awesome opportunity for our amazing campus groups to grow their membership for the upcoming school year. Also with the turn over of campus group executives there needs to be a turn over in the signing officers, this was a rather interesting task to figure out which required several meetings with banks and other UTMSU executives! In the next few weeks we will be launching our plan to safely get all our bank letters to campus groups so folks can have all needed the components to have a successful year!



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## Meetings Attended

- July 25th - Leader Training
- July 27th - Executive Committee Meeting
- July 27th- Campus Groups Meeting
- July 27th- Meeting with SCSU
- July 27th- Orientation Committee
- July 28th- Forum of Student Orientation
- July 28th- Orientation Management
- July 29th- CFSON OGM
- July 29th- Campus Life Check In!
- July 29th- BOD
- July 30th- Orientation Meeting
- August 3rd- Orientation Meeting
- August 4th- Weekly Sponsorship
- August 4th- Weekly Marketing
- August 4th- Weekly Logistics
- August 4th- Orientation Management Committee
- August 5th- Campus Life Check In
- August 7th - Team Meeting
- August 7th- Orientation Meeting
- August 8- Leader Training
- August 10th- Sauga Fest
- August 10th- Orientation Committee Meeting
- August 11th- Frosh Asynchronous Filming
- August 12th- E4A Meeting
- August 12th- Logistic Meeting
- August 13th- Team Meeting
- August 15th- Leader Training
- August 17th- Executive Committee
- August 17th- Orientation Committee Meeting