



MAY 31, 2024 MEETING MINUTES

GROUP	Ontario Tech Student Union (OTSU) Board of Directors
LOCATION	40 Founders Drive, SHA 136, Oshawa, Ontario / Google Meet
DATE & TIME	May 31, 2024, 5:39–6:58 p.m.
NOTE TAKER	Human Resources Generalist & Chief Returning Officer
ATTENDEES	<p>Directors: Faculty of Health Science, Kashaf Awan; Faculty of Graduate Studies, Samuel Canonaco; Faculty of Engineering and Applied Science, Sifatul Mostafu; Faculty of Social Sciences & Humanities, Faculty of Science, Eloghosa Avenbuan; Faculty of Education, Arajenthira Narenthira; Faculty of Business and Information Technology, Arujan Parameswaran; Celine Jahan (joined remotely)</p> <p>Executives: President, Rai Muhammad Ali; VP Student Affairs, Zainab Hussain; VP Student Life, Areej Fatima; VP Downtown, Matifadza (Mati) Chidova</p> <p>Staff: Executive Director, Brian Robson; Human Resources Generalist & Chief Returning Officer, Salvador Caruncho; Financial Controller, Mayoaran Thurairajah</p>
REGRETS	None
NOTES	The Board is provided a meeting package containing all meeting materials (reports, presentations, etc.) prior to the board meeting. To view any of the documents included in the meeting material mentioned below, contact otsu@ontariotechu.ca

OPENING PROCEDURES

1 CALL TO ORDER

Meeting was called into order at 5:39 p.m. Moved by K. Awan and seconded by E. Avenbuan. Motion carried.

2 TERRITORIAL RECOGNITION

3 AGENDA APPROVAL

DISCUSSION

No discussion.

RESOLUTION

Moved by C. Jahan and seconded by E. Avenbuan. Motion carried.

BE IT RESOLVED THAT the OTSU Board of Directors approve the May 31, 2024 Board Meeting Agenda.

4 MEETING MINUTES APPROVAL

DISCUSSION

Chair noted that the year needs to be changed to reflect 2024 instead of 2023.

RESOLUTION

Moved by K. Awan and seconded by A. Narenthira. Motion carried.

BE IT RESOLVED THAT the OTSU Board of Directors approve the minutes for the April 26, 2024 Board Meeting with proposed amendment to the date.

5 EXECUTIVE REPORTS

See the full executive reports on the OTSU website.

President reviewed agenda for the year:

- Canadian Alliance of Student Associations observer membership
- OTSU Executive seat at Ontario Tech Academic Council. Currently OTSU is unrepresented because appointments to Academic Council occur before OTSU elections. Suggests moving general election dates to facilitate seat on Academic Council
- Opening of OTSU Print Shop
- Completion of onboarding

DISCUSSION

C. Jahan: Will anyone be sitting as observer on Academic Council?

R. Ali: Yes, I will be sitting as an observer.

C. Jahan: How will the Print Shop be staffed?

R. Ali: The project is still in concept stage and that details need to be further developed.

C. Jahan: Is the goal to have the print shop running before O-week?

R. Ali: That is the hope, but I don't yet have details in terms of implementation.

A. Narenthira: Is there a fee for joining CASA?

R. Ali: I believe it is \$3.42 per student.

S. Canonaco: I suggest that the President confer with Trent Student Union since they are members of both OUSA and CASA.

R. Ali: I have already conferred with them and they recommend membership.

A. Narenthira: While observing, the President can note the resources spent by other student unions on CASA membership.

E. Avenbuan: Can you confirm cost of the print shop equipment?

R. Ali: Preliminary figures include \$4000 for screen printing, \$4000 for engraving, and \$8000 for commercial embroidery machine.

E. Avenbuan: Where will the money come from?

R. Ali: It would come from the capital budget.

C. Jahan: What is the costs of sending delegates to CASA and who would attend?

R. Ali: Only the President would go to meetings but more executives would likely go to conferences.

C. Jahan: Could we share print shop equipment with other student unions?

R. Ali: This would be undesirable.

S. Canonaco: I think it is a good idea to diversify revenue streams but data is needed for break even, etc.

K. Awan: Clubs could be a source of this revenue, but would clubs be obligated to use the OTSU Print Shop?

R. Ali: It should probably not be made mandatory.

K. Awan: When will the print shop would be implemented?

R. Ali: Before O-Week.

VP Student Life report summary:

- Onboarding, training, meeting stakeholders, etc.
- Brainstorming and planning revolved around O-Week, looking at bigger events and less of them to attract more engagement
- Replicating Wellness Centre at North Campus
- Creating and all-inclusive calendar to follow through on next year's initiative

VP Affairs report summary:

- Onboarding and meeting stakeholders
- Transit advocacy
- Improving hiring practices for clubs and societies.
- Academic Council

DISCUSSION

A. Narenthira: Is there a backup plan to have input since we don't have a vote on Academic Council?

R. Ali: The backup plan is to move elections so that we have a vote in the coming year.

C. Jahan: Is approval needed at the AGM to move the election date?

CRO: AGM approval is not necessary.

C. Jahan: I suggest that it should be brought up at the AGM.

ED: It can be brought up as an information item.

M. Chidovi: Moving election timing may hurt voter turnout.

E. Avenbuan: The webpage for clubs has outdated items that needed attention.

Z. Hussein: Much of the information will be sorted out during club ratification.

VP Downtown report Summary:

- Onboarding, meeting with stakeholders
- Transit
- Diversity
- Food assistance and availability
- Housing
- Study spaces
- Campus engagement

RESOLUTION

Moved by K. Awan and seconded by A. Narenthira. Motion carried.

BE IT RESOLVED THAT the OTSU Board of Directors approve the executive report for May 2024.

6 OPERATIONAL REPORT

The update below is provided by the Executive Director.

Executive Director will not repeat what is in the board package, but will instead add that he attended the AMICUS-C Conference along with the HR Generalist/CRO and the Financial Controller. The group attended workshops in governance, finance, food insecurity, etc. and gathered a wealth of information which will be distilled into concise reports.

DISCUSSION

No discussion.

RESOLUTION

No resolution required.

AGENDA TOPICS

7 SELECTION OF BOARD CHAIR AND VICE-CHAIR

- E. Avenbuan proposed as Chair
- S. Canonaco proposed as Vice-Chair

DISCUSSION

No discussion.

RESOLUTION

Moved by A. Narenthira and seconded by K. Awan. Motion carried.

BE IT RESOLVED THAT the OTSU Board Directors have selected E. Avenbuan as Board Chair and S. Canonaco as Vice-Chair.

8 COMMITTEE SELECTION

- Downtown Advisory Committee: A. Narenthira
- Finance Committee: A. Parameswaran & S. Canonaco
- HR Committee: K. Awan & E. Avenbuan
- Policy Committee: S. Mostafi & A. Narenthira
- Advocacy Committee: S. Mostafi & S. Canonaco
- Clubs & Societies Committee: S. Canonaco & E. Avenbuan
- Elections Committee: K. Awan & A Parameswaran

DISCUSSION

No discussion.

RESOLUTION

Moved by K. Awan and seconded by A. Parameswaran. Motion carried.

BE IT RESOLVED THAT the OTSU Board Directors appoint the above listed board members to their respective committees.

9 SUBLEASE WITH OTHS

Executive Director states that the proposed amendment of the sub-lease between the OTSU and the OTHS reflects the need to include a clause regarding keys which was omitted in the original drafting.

DISCUSSION

No discussion.

RESOLUTION

Moved by K. Awan and seconded by S. Canonaco. Motion carried.

BE IT RESOLVED THAT the OTSU Board of Directors approve the amended wording and clauses to the sublease agreement with the OTHS.

10 TEAM BUILDING EVENT FOR NEW EXECUTIVES AND BOARD

Executive Director requests that the evening of Monday, July 8 (6-8pm) be reserved for the occasion.

DISCUSSION

No discussion.

RESOLUTION

No resolution required.

11 NEW BUSINESS

None to comment on.

12 ANNOUNCEMENTS

None to comment on.

13 ADJOURNMENT

Meeting was adjourned at 6:58 p.m. Moved by K. Awan and seconded by A. Narenthira. Motion carried.