



February 14, 2025

Board Meeting Minutes

GROUP	Ontario Tech Student Union (OTSU) Board of Directors
LOCATION	Google Meet
DATE & TIME	February 14, 2025, 12:00pm
NOTE TAKER	Brian Robson
ATTENDEES	<p>Directors: Faculty of Science & Chair, Eloghosa Avenbuan; Faculty of Engineering and Applied Science, Sifatul Mostafi; Faculty of Business and Information Technology and Vice-Chair, Arujan Parameswaran; Faculty of Social Science & Humanities, Lindsay Horner</p> <p>Executives: VP Student Affairs, Zainab Hussain; VP Student Life, Areej Fatima; VP Downtown, Matifadza Chidovi</p> <p>Staff: Executive Director, Brian Robson</p>
REGRETS	President, Rai Muhammad Ali; Faculty of Health Science, Kashaf Awan; Financial Controller, Mayooran Thurairajah

OPENING PROCEDURES

1. CALL TO ORDER

Meeting was called into order at 12:11 p.m.

2. TERRITORIAL RECOGNITION

3. AGENDA APPROVAL

DISCUSSION

VP Student Affairs requested to have her Executive report added to the package. Chair reminded everyone to get their reports in on time next time. This is mandated by the Bylaw.

RESOLUTION

Moved by L Horner and seconded by S Mostafi. Motion carried.

BE IT RESOLVED THAT the OTSU Board of Directors approve the February 14, 2025 board meeting agenda, with the addition of the missing Executive Reports.

4. MEETING MINUTES APPROVAL

DISCUSSION

A Parameswaran noted three edits to be made to the minutes.

RESOLUTION

Moved by S Mostafi and seconded by A Parameswaran. Motion carried.

BE IT RESOLVED THAT the OTSU Board of Directors approve the meeting minutes for the January 28, 2025 board meeting, with the adjusted changes.

5. EXECUTIVE REPORTS

See the full executive reports on the OTSU website

President:

- No report provided (on leave)

DISCUSSION

Chair noted that Executives are still responsible for submitting reports even if they will be absent from the Board meeting.

VP Student Life:

- Promotional and communications content: Make a Friend, MyWellness
- Advocacy and student concerns: MSA event cancellation by the University
- Met with Gallivan representatives on MyVirtualDoctor service, positive meeting
- Met with C & S Committee – recommendations to follow at the next meeting

DISCUSSION

Chair asked about the C & S Committee meeting, she was not aware of it. VP Student Life thought she did invite everyone. Chair noted that as the only Board rep, quorum was not reached at that meeting. Was anything voted on? VP Student Life confirmed nothing was voted on at the most recent meeting.

VP Student Affairs:

- OUSA paper in progress; provided updates
- Participated in OUSA meetings; finance sub-committee
- OUSA Pi-Hed award nominations: blocked roads and did not have capacity to run this. President will be taking this on.
- Period Project Drive update; wrote a blog post
- DRT advocacy: wrote a blog on the referendum. Kamika visited downtown campus on Feb 12th; postponed north campus due to inclement weather on Feb 13th. Clarified that DRT will not be tabling during the referendum. Tabling was originally going to happen, but no longer.
- Stephanie Ta from OUSA will promote provincial election on campus later this month.
- Did not attend previous Board meeting, willing to answer questions now

DISCUSSION

Chair asked about DRT tabling – why are they disinterested? VP Student Affairs responded that they will table in the future if the Upass is continued, but do not want to be involved in the referendum at all.

VP Downtown:

- Apologized for not getting the report in on time (not in the package)

- Food insecurity: working on a student affordability page for the university
- Student Engagement and campus identity: working with stakeholders
- OUSA paper – working with VP, Student Affairs: last set of internal edits
- Committee updates: SSH Faculty meeting – provided updates on current and new programs

DISCUSSION

No discussion.

RESOLUTION

Moved by L Horner and seconded by S Mostafi Motion carried.

BE IT RESOLVED THAT the OTSU Board of Directors approve the executive reports for February 2025.

6. OPERATIONAL REPORTS

The update below is provided by the Executive Director.

Executive Director:

- CRO update: Salvador resigned Feb 3; Titus Gregory has been contracted
- Hired a Membership Engagement Coordinator, Tristann Podrats, who will start on March 3, 2025 (changed from February 24, 2025)
- Contracted an outsourced HR firm to provide HR services to the OTSU until Kylie's return in April: Humani HR

DISCUSSION

No discussion.

RESOLUTION

No resolution required.

AGENDA TOPICS

7. BLACK HISTORY MONTH AWARDS

The update below is provided by the Executive Director.

This is an update or continuation of an agenda item from the previous Board meeting. As of now we already have two candidates for one of the BHM awards and four for the other. This already exceeds last year, and the nominations are open until the end of the month. A committee will need to be appointed to select the award winners to recommend to the Board for approval, prior to the March Board meeting. Who should be on the committee?

DISCUSSION

Chair: Committee should be two board members, an Executive and the Executive Director. A Parameswaran asked if an existing committee could take this on. Chair responded that the Finance Committee could possibly do this. Executive Director agreed. Chair will send the Executive Director an email about this.

8. CRO APPOINTMENT

The update below is provided by the Executive Director.

Executive Director clarified that this agenda item was designated as an approval item at the request of K Awan, but it should be an information item rather than an approval item. The Board does not formally approve hirings at the OTSU, particularly short-term contracts, and the Board of Directors should not appoint the CRO to protect the integrity of the

elections, if any Board members plan to run for positions, or currently hold position where there could be a conflict of interest, real or perceived.

Executive Director updated the Board on the appointment of Titus Gregory as the part-time short term CRO for both upcoming elections.

DISCUSSION

VP Downtown asked if this should have been an information item instead if the Board cannot vote to approve it. Executive Director affirmed it should have been.

Chair asked about the CRO operating virtually. Executive Director confirmed this is the case, and it is the process of appointing a Deputy Return Officer to assist with on campus duties.

9. ELECTIONS COMMITTEE RECOMMENDATIONS

The update below is provided by the Executive Director, on behalf of the Board members on the committee.

Executive Director went through the recommendations in the letter to the Board provided in the package by the Elections Committee.

DISCUSSION

Chair asked if Intentional and non-Intentional slating are defined. A Parameswaran answered that they are not as they will be treated on a case-by-case basis. Executive Director added that it will be the judgement of the CRO.

RESOLUTION

Moved by A Parameswaran and seconded by L Horner. Motion carried.

BE IT RESOLVED THAT the OTSU Board of Directors approve of the Election Committee recommendations provided in the letter of February 11th, 2025.

10. IN CAMERA

Board only. In camera called at 12:56 pm. Moved by S Mostafi and seconded by L Horner.

Meeting called back at 1:19 pm. Moved by L Horner and seconded by A Parameswaran

11. NEW BUSINESS

None to comment on.

12. ANNOUNCEMENTS

A Parameswaran reminded everyone that if anyone is running in an election, they must take a leave of absence.

13. ADJOURNMENT

Meeting was adjourned at 1:22 p.m. Moved by L Horner and seconded by A Parameswaran. Motion carried.