



AGM 2024 MEETING MINUTES

GROUP	Ontario Tech Student Union (OTSU) General Members
LOCATION	Virtually and in-person (Ontario Tech University, UA 1220)
DATE & TIME	October 28, 2023, 6:16 p.m. – 8:26 p.m.
NOTE TAKER	Human Resources Generalist & Chief Returning Officer
ATTENDEES	Directors: Faculty of Science & Chair, Eloghosa Avenbuan; Faculty of Graduate Studies & Vice Chair, Samuel Canonaco; Faculty of Education, Arajenthira Narenthira; Faculty of Health Science, Kashaf Awan; Faculty of Engineering and Applied Science, Sifatul Mostafi; Faculty of Business and Information Technology, Arujan Parameswaran; Faculty of Social Science & Humanities, Lindsay Horner Executives: President, Rai Muhammad Ali; VP Student Affairs, Zainab Hussain; VP Student Life, Areej Fatima; VP Downtown, Matifadza Chidovi Staff: Executive Director, Brian Robson; Financial Controller, Mayooraan Thuraiarah; HR Generalist & Chief Returning Officer, Salvador Caruncho Guests: Baker-Tilly Accounting, Laura Wilson
REGRETS	None
NOTES	To view any of the documents included in the meeting material mentioned below, please contact otsu@ontariotechu.ca .

OPENING PROCEDURES

1 CALL TO ORDER

Meeting was called into order at 6:16 p.m. Moved by Michael W. and seconded by Jonathan H. Motion carried.

Quorum has been reached.

2 TERRITORIAL RECOGNITION

3 AGENDA APPROVAL

Motion to discuss agenda. Moved by Krupa S. and seconded by Sri S. Motion carried.

DISCUSSION

Krupa S: Asks item #8 what they are voting on, they don't know what it is.

Chair: Items will be presented.

Lucas A: For bylaw amendment itself, individual amendment, will they be presented as one presentation, or individually?

President: All presented at once.

Mariyam Baz: Can't hear, is it possible that we can vote on each individual one?

President: It's one big change, not individual changes.

Krupa S: Based on my understanding of Roberts Rules, bylaw amendment details are not available ahead of time.

President: Details are to be presented to you at the AGM. You can ask questions when presented.

Krupa S: Having details on the spot is not enough time to make a decision.

President: Then you can abstain from vote.

Michael W: It's unfair that you're going to take a look, presented at the last minute, big changes that we're going to be voting. It should have been presented in detail from the get-go.

VP Downtown: They were workshoping close to last minute.

Riley A: With the amendments of bylaw for the future, and the change , for the sake of time remove item number 8.

Lucas A: Since we weren't given proper notice it should probably be removed.

Riley A: As per bylaw of 21 days and the comment that the amendments were rushed, the amendments should be removed from there and discuss this at a town hall. We've made a discussion that was rushed in the past discuss in the town hall and vote in special meeting or at next AGM. Negative consequences the [student association] was split because things were rushed. Vote to defer the agenda item to special AGM due to time.

Maryam Baz: Asked clarification about voting on the amendment.

Chair: We'll be voting about whether or not to remove #8 from the agenda.

Vote was held.

Motion has passed removing item #8 from agenda. Moved by Jonathan H. and seconded by Krupa S. Motion carried.

Motion to vote to approve the amended agenda. Moved by Patrick T. and seconded by Rish B. Motion carried.

RESOLUTION

Moved by Maisha R. and seconded by Craig.C. Motion carried.

BE IT RESOLVED THAT the Ontario Tech Student Union approve the amended agenda for the 2024 AGM.

AGENDA TOPICS

4 2023-2024 AUDITED FINANCIAL STATEMENT

Motion to discuss audited financial statements. Moved by Jonathan H. and seconded by Patrick T. Motion carried.

Laura Wilson, partner at Baker Tilley presents audited financial statements.

DISCUSSION

Laura Wilson: Profit and continues to hold healthy returns, reflects careful management, strengthens union's ability to do future goals.

Natasha N: Does this report showcase the starting funds of what they started working with, and if so what is the amount?

Laura: Financial reserves totaling in excess of 5 million dollars.

RESOLUTION

Moved by Jonathan H. and seconded by Patrick T. Motion carried.

BE IT RESOLVED THAT the Ontario Tech Student Union approve the 2023-2024 financial statements as presented.

5 CONFIRMATION OF 2024-2025 INDEPENDENT AUDITORS

Financial Controller: Regarding appointment of new auditors, since inception of OTSU, we've been working with Baker Tilley. Since we've had extended term for them, we called out a Request to Proposal to 8 firms. 2 firms replied. One was Baker Tilley, the other was MNP LLP, board decided to go with MNP LLP. We would like to thank Baker Tilly, they have done a great job over the past several years.

Hand over to Finance Committee member - Arujan: we would like to appoint them for the next financial year.

DISCUSSION

No discussion.

RESOLUTION

Moved by Patrick T. and seconded by Rish P. Motion carried.

BE IT RESOLVED THAT the Ontario Tech Student Union approve MNP LLP as our external auditor for the 2024-2025 fiscal year.

6 EXECUTIVE REPORTS

The executive team prepared a slideshow with their reports and each executive presented their respective reports.

President:

For this year some priorities, projects that were worked on, and goals going forward. Strengthening student advocacy through national partnerships. This year we joined CASA as observers enhances advocacy efforts and aligns us with other SA's.

Pursuing greater representation in university governance. We are pursuing an ex-officio seat in Academic Council, having an OTSU exec as voting member This process requires time due to a bylaw amendment on the university side.

We are establishing Print shop. Decided to start our own service to support clubs and societies, individual students, lower cost and generating revenue for OTSU. Director of Athletics asked why don't you print our replica jerseys for OTU.

Advocacy at the provincial level. OUSA, delegated the OUSA steering committee role to VP Affairs Hussain.

High costs regarding the Esports Area. Operational solutions to make Esports more sustainable, financially working with the university.

Vision and priority for remaining year. Expanding engagement initiatives for students.

VP Student Life:

Key initiative they've been trying to improve efficiency for Clubs and Societies; complexity was too much last year. To address this, we introduced levelling system and looked at policies and procedures, to be easier and up to date to be easier to navigate. Club leaders were consulted, and feedback was good. Any questions you are welcome to book an appointment with the VP, and she will take concerns to the Club & Societies committee. Open to suggestions for improvement.

Another big program is bringing a wellness centre that exists in downtown campus to north campus. We should be having the grand opening soon on north campus. The wellness centre will provide services such as Aromatherapy, meditation, art therapy, lactation space, hydration space, yoga, etc.

Student engagement: we tried to focus on operations, and make sure that events are engaging and accessible to all students. Rebranded O-week to Glo week and it was huge success. Clubs week gave students more chances to interact with different groups.

Pangaea: planning to make it bigger and merge with special C&S reception to bring everyone together, this year has been about growth and bringing people together.

VP Student Affairs:

OUSA: Steering committee members at OUSA conduct research, represent students to the provincial government, and lobby government. I am part of the finance committee in OUSA, and want to let membership know what OUSA is all about. This was done through different ways and will continue to do that throughout the year including opening to questions on Instagram. OUSA came in October to table in person and interact with students about OUSA. OUSA also met with senior leadership at the school.

Plenary and general assembly held this past week. All the papers that were presented were passed. Important to have policy-based research papers to have passed. Based on these papers, this is what gets lobbied to the government.

OUSA is also in support for nasal naloxone.

Progress/next steps: filming an OUSA and you video and highlighting advocacy wins that OUSA had e.g. their connection with the tuition freeze. Also deploying a large student survey, entered to win gift cards from OUSA. Tech enabled learning is the paper that OTSU is working on.

Various website changes recommended to the ops team. Academic appeals page was updated to reflect different kinds of appeals.

Partnership with the legal aid clinic with Durham College and Trent U November 26 2024, by StudentCare, learn around residential Tenants Act, tenant rights and responsibilities.

Progress CPC chartered professional accountants conducting a workshop re finances.

Transit: Lots of back and forth re specialized services. This is currently at the DC bus loop. Brought concern to DRT by student who had difficulties getting to Ontario Tech buildings from bus loop. So now passengers will be dropped by at a specific address if it is accessible, and there will be an additional drop-off point at 40 Founders, dependent on risk assessment. A survey on transit was put forward for students. Kamika is tabling tomorrow (DRT ambassador). Next steps, survey to see what transit matters are impacting students.

Currently hiring for the Student Advocacy Advisory Committee.

VP Downtown

Understanding downtown student engagement, I understand it as a DT student, but when advocating to university and within OTSU, they don't understand DT. Not able to back up concerns due to lack of data, so collecting data to back up efforts to change how DT students engage them. Full-time students are not overly engaged, this is the responsibility of OT and OTSU, so collecting data. People don't like doing surveys, so I am going to as many DT campus events as possible. By holding casual conversations to collect information candidly. Will also be adding survey aspect to data collection.

Connecting with graduate students. OTSU does not have a lot of recognition for graduate students. Talking to see if OTSU is supporting grad students at the DT campus.

Establishing Town and Gown and forming a Town & Gown committee, consists of city/region and postsecondary institutions. We were on such a committee, but that was disbanded due to a lack of effectiveness. Understanding failure of previous Town and Gown. Leveraging the strength of 40000 students from 3 institutions collectively to advocate for transit, better housing, etc. Progress, has been in contact with both post-secondary institutions, to make sure they all want this. Engagement opportunities, Town and Gown would be open to all students some seats to be filled by students so they can participate.

Housing: Working on advocating for off campus housing coordinator. Most campuses have a housing department, ours do not. Only 16 percent live on campus, most students living off campus. University has some supports, but not as much as they should. University is willing to have these conversations.

Conversation with Deputy Provost, and President, also researched how off campus housing coordinator works in other organizations.

Next step is sending out recommendations to relevant stakeholders from student perspective.

DISCUSSION

Lucas A: Asks President about CASA. We joined CASA as observers. What benefits does that have? What fees?

President: We are currently part of OUSA, we advocate to the Province through OUSA, but to advocate to feds, we would have to go through CASA. Observer status for 2 years, to see if it works out. If it doesn't work out we don't have to join. OUSA is about \$3.50 per student. So it would be around 30-40,000 members.

Rand L: How much would staffing cost for the print shop? Where would the funding come from?

President: We currently do not have equipment. Once we get it we will do testing. Currently looking for one person, maybe an intermittent opening depending on demand. We will have more information once this is ready.

Maryam B: Where would it go in terms of space? How would it impact the clubs? Would they pay out of pocket. Why hasn't CASA been made more transparent?

President: For space initially thought we'd utilize where the wellness centre is happening, we have a storage room right across from to the wellness centre, so we will use the storage room throughout the testing phase, but will see what needs are. For now, it's the storage room.

Maryam B: So we are not using it right away?

President: Not right away, there will be a training and testing centre first.

Maryam B: We've already bought it. We don't know whether it will work?

President: We expect it will be generating revenue for the OTSU.

Maryam B: Is there proof that this will make revenue? Did you do a needs assessment?

President: Goal was organizational growth by generating revenue for OTSU. We are continuously printing merch and last year I was part of PSA, Societies also sell merch. And then athletics and bookstore, we can print all that in house, so the money is not going to third party, it stays with the students, it does fill the need, equipment is not even in and Scott Barker is already giving us a project. It's easy to manage, if it doesn't work, we can always sell the printer, but there is a need for merch on campus. Even if we just print our own OTSU merch in house, that money is saved.

Maryam B: There are housekeeping costs, and we still have to buy shirts. Is there proof that this will make our lives easier? Stats? This doesn't feel comfortable.

President: I did present calculations to the Board, you can check meeting minutes that the calculations were present to the Board in June. We even took into account the cost of ink and that's in the meeting minutes.

Chair: This is the last question.

Dryden A: Question, can you explicitly give the price of the printer, before the price of using it?

President: Approximately \$10,000.

Dryden A: Was this brought up to the student body?

President: The executive oversees the operations of OTSU; the Board also had a hand in the decision.

Dryden A: If you know you're going to be making money, how are we supposed to know that fees are being used?

President: Check out meeting minutes in June.

Gabrielle D: I love the idea of advocating for students, is there proof that federal lobbying is more effective/ and would this affect fees? Because education is mostly provincial.

President: I personally think provincial is more effective than federal advocacy. I agree that provincial is more important. Next step is CASA. Most members of OUSA are also members of CASA. It builds more connections, as CASA has more members. If we choose to join CASA, it will increase levies. If we decide to do it we will present it at an AGM.

Albert T: Question about university governance: The intention is not to harass or berate. Just a question, I've noticed that this executive team is the only exec team that has no seat on a board or council.

President: No student members on academic council. There is no exec on academic council. It is important that there is someone this year. By the time our election results were announced the academic council elections already happened. Two options, move the date of the elections back or secondly obtain an ex officio seat.

Albert T: Is there anyone on the council currently.

VP Student Affairs: Just because you run for both elections doesn't mean we'll get both seats, there is a gap, and that's why were pushing for ex officio seat in case there is an gap on the council.

Albert T: How did this happen?

President: They did not know how to run for academic council before running for an executive seat.

VP Student Affairs: There are first generation students, we apologize but I didn't know that I was supposed to have run for Academic Council as well.

Albert T: Suggestion and question: partly due to inexperience, maybe you should for the future give them a chance to learn from their mistakes.

VP Student Affairs: Again to address this, we are recommending this as a change to the job descriptions. We are tackling it, so it doesn't happen again.

President: This year we are doing a campaign school where we can teach students who want to run they can make those decisions way ahead of time.

Krupa S: Regarding CASA what will the cost be? If we were to become member and who would be representing us? How many sessions have we attended so far and what have we learned?

President: I was going to propose a new VP job description: VP External Affairs. As President I realized that the president's time should be spent at OTSU. It was the plan to have VP external affairs, but this was not presented.

For CASA the President does it for now, but propose it would be VP External Affairs.

President noted the CASA fee is around \$3.50 per student. It's on the CASA website, around 40,000 if we do join. What did we learn for meeting as observing member: So the last week of November will be the first conference that we attend as observers. There was another option earlier on that was not as important but was not attended because of cost.

Krupa S: Where is the wellness centre located?

President: Basement of Shawenjigewining Hall, SHA 029.

Krupa S: Will these be presented to us - that there have been amendments to procedures for Clubs & Societies but there were no announcements to Clubs & Societies?

VP Student Life: All the policies and procedures were refined. More about making the docs easier to understand. The policies are online, but if you have questions, ask me.

Krupa S: Lastly to the VP Student Affairs, OTSU execs not being aware about academic council. Do you not have transition documents?

VP Student Affairs: We do have transition documents. My previous counterpart was not on academic council.

President: The transition documents are only available after being elected in.

Chair: Couple last questions.

Dryden A: Question for VP Student Affairs - in your talk you mentioned the wellness centre. Is there any plans to bring north campus resources available to the downtown campus? We've gotten nothing over last 4 years.

VP Student Affairs: Is there any specific that you're referencing?

Dryden A: Any.

VP Student Affairs: Period Project, Legal Support, OTSU events - those are all available on Downtown campus. If you're

looking at more space downtown. Availability, even north campus space is not available. At Downtown it's even less. But it is something that we're aiming to do continuously.

Dryden A: Follow up suggestion - is there any way to have more availability at Downtown for Execs so that we have face to face or in virtual?

VP Student Affairs: Even in north campus a default meeting is online. If you want to meet in person, let me know when and where, I can accommodate.

Randy L: There are limited hours a VP has, how can you advocate on a local level? Before Zainaib took it knowing she might have to take some unpaid hours.

Srisanjana B: Is it true that there was an attempt to remove the VP of Downtown during September?

President: This was going to be present at this AGM. Membership decided against it.

RESOLUTION

No resolution required.

7 NEW BUSINESS

DISCUSSION

Krupa S: Pointed out earlier item 8 was removed because we were not given enough notice and enough information. During my conversations with students, it seems like there have been violations of Canada's Not for Profit Act and By-laws. There have been some concerns. Krupa S is concerned about how the board is operating in house.

Krupa S: We didn't get our questions answered. Questions are not being answered satisfactorily.

Chair agreed. We now know what to expect, we want you to feel that you're heard. There are different avenues, email and town hall.

Krupa S: Is there a way to submit questions ahead of time. Will answers be published?

RESOLUTION

No resolution required.

8 ANNOUNCEMENTS

Chair: Town Halls will be held Downtown at 10a.m. in CHA 105 on November 14, and North Campus in SHA 020 at 2:30 p.m.

Campaign school: if you want to run in an election, an info session will be held on November 19 at 6p.m. in SHA 020.

Christopher N: Question will the Town Hall be hybrid?

Chair: Yes. We can arrange that.

9 ADJOURNMENT

Meeting was adjourned at 8:26 p.m. Moved by Maisha R. and seconded by Alannis D. Motion carried.