

BOARD MEETING MINUTES

GROUP	Ontario Tech Student Union (OTSU)
LOCATION	Virtual (Google Meets)
DATE & TIME	August 17, 2026, 6:04p.m. – 8:20 p.m.
NOTE TAKER	Alan Griffiths
ATTENDEES	Directors: Faculty of Social Science & Humanities & Chair, Keenan Howells; Faculty of Science & Vice-Chair, Alya Rasoul, Faculty of Education, Victoria Byrne; Graduate Studies, Nikkita Singh, Faculty of Health Science, Ifra Khurram, Faculty of Business and Information Technology - Arjun Ariaran, Faculty of Applied Science and Engineering, Mahathir Chowdhury Executives: President & Kailey Haskell; VP Downtown, Ryan Stoddart; VP Student Life, Shariq Abdul-Wahid; VP Student Affairs, Anwoy Barua OTSU Staff: Interim General Manager, Josh Sankarlal, Financial Controller, Mayooraan Thurairajah Guests: Alan Griffiths
REGRETS	N/A

1. CALL TO ORDER

Meeting was called into order at 7:02p.m. Moved by V. Byrne and seconded by A. Rasoul. Motion carried.

2. TERRITORIAL RECOGNITION-

Faculty of Business and Information Technology - Arjun Ariaran delivered the Ontario Tech University Territorial Recognition.

3. AGENDA APPROVAL

DISCUSSION

No discussion

RESOLUTION

Moved by V. Byrne and seconded by A. Ariaran. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve approves the agenda as presented.

4. APPROVAL OF MEETING MINUTES

Meeting Minutes of the Board July 20, 2026

DISCUSSION

No discussion.

RESOLUTION

Moved by V. Byrne and seconded by N. Singh. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve the meeting minutes for July 20, 2026.

5. EXECUTIVE REPORTS

DISCUSSION

i. President Report

The President provided an update on advocacy, governance and operational activities. Work included participation in OUSA policy development, CASA committee activities, and operational support related to onboarding the Interim General Manager, HR Generalist interviews and collective bargaining. The Executive Team was also scheduled to attend the Student Union Development Summit, with programming focused on governance, advocacy and student union models.

The President continued engagement with University representatives and government and municipal stakeholders. Planning was underway for Pints and Politics, scheduled for October 9, which would provide students with opportunities to engage with municipal election candidates through networking and facilitated discussions.

Committee updates included student selections for the Policy and Awards Selection Committees pending Board approval, and continued recruitment for the Elections Committee. No updates were reported from the HR or Finance Committees.

ii. Vice President Downtown

The VP Downtown provided an update on initiatives focused on student engagement and the downtown student experience. Discussions were underway with Canva regarding potential student access to its design and editing platforms, with implementation requiring University and stakeholder support. The VP Downtown also participated in a number of meetings related to food security, student events, community partnerships, student discounts and other engagement initiatives.

Work continued on enhancements to the Downtown Lounge, including exploring the purchase of an arcade system to increase on-campus engagement opportunities. Research was also underway regarding a potential student movie outing prior to the winter break.

Committee work included participation in the first Executive Committee meeting and a review of the Downtown Student Advisory Committee Terms of Reference. An additional candidate was also interviewed for membership on the DSAC.

iii. Vice President Affairs

The VP Student Affairs provided an update on advocacy and student engagement activities, including participation in OUSA mock lobby training focused on effective government relations and advocacy. The VP also attended the Ridge Barbeque to engage with University leadership and continued discussions with the 2200 North team regarding hosting Pints and Politics and potentially using the venue as an additional daytime student study space.

The VP participated as a panelist at a Student Affordability Town Hall, discussing affordability challenges affecting Ontario Tech students, including food and nutrition-related barriers.

The Student Advocacy & Advisory Committee reviewed its Terms of Reference, finalized interview questions for prospective members, and discussed parking advocacy, including a proposed payment plan intended to provide students with greater flexibility in paying parking costs. No updates were reported from the Student Success Committee.

iv. Vice President Student Life

The VP Student Life provided an update on student engagement and Clubs and Societies initiatives. Work continued on the Clubs and Societies Focus Group, and the VP was scheduled to attend the Student Union Development Summit (SUDS). Support was also provided for executive recruitment within the Faculty of Education Student Association and Science Council.

Planning continued for Societies Week, scheduled for September 21–25, including event logistics, marketing and location bookings. Additional projects included continued development of the OTSU NetWorks career networking and alumni mentorship initiative, renewal and expansion of student discount partnerships, and follow-up on the proposed bidet project.

The Clubs & Societies Committee completed recruitment and held its first meeting, which included work on revisions to the Clubs & Societies Sanction Procedure and a review of the Committee's Terms of Reference.

RESOLUTION

Moved by V. Byrne and seconded by I. Khurram. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve collectively the executive reports for the month of August 2026.

6. PRESIDENTIAL EXPENSES

DISCUSSION

The President didn't have any expenses for approval.

No concerns brought forward.

RESOLUTION

7. OPERATIONAL REPORT

DISCUSSION

The Interim General Manager provided an update on operations, noting that priorities during the reporting period focused primarily on collective bargaining and recruitment of the HR Generalist. The hiring process had progressed to second-round interviews, with three candidates advancing and an anticipated hire prior to September. The Interim GM also reported having completed individual meetings with the majority of OTSU staff.

Preparations were underway for **OTSU Fest**, scheduled for September 4–17 across the North and Downtown campuses. Board members were encouraged to participate in several key events as opportunities to engage directly with students. Clubs and Societies preparations were also progressing, including updated ratification processes and finance forms, with Society and Club ratification scheduled to open in August.

Fall wellness programming was being finalized, including a pilot expansion of on-campus massage therapy to twice monthly at both campuses. Demand for student wellness and academic support services remained strong, and staff continued to see an increase in academic integrity matters involving AI. The department was considering additional messaging related to responsible AI use and academic integrity.

eSports programming and partnerships continued to develop, including an October 7 networking event involving the Canadian Collegiate League Fighting Game Tournament, DCSA and Humber Polytechnic. Communications and Marketing had also developed new branding, promotional materials, contests and student-awareness campaigns in support of OTSU Fest and other fall initiatives.

The Board was advised that a collective bargaining agreement had not yet been reached and that a further bargaining update would be provided during the in-camera session.

RESOLUTION

Moved by N. Singh and seconded by V. Byrne. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve the operational report as presented.

8. COMMITTEE REPORTS

DISCUSSION

i. Awards Selection Committee

The president presented the report. The Awards Selection Committee Terms of Reference outline the Committee's role in overseeing the distribution of OTSU student awards and engaging students in discussions related to bursaries and awards. Responsibilities include establishing award timelines and transparent selection criteria, reviewing and selecting award recipients, promoting awards in collaboration with stakeholders, and recommending new awards or changes to existing criteria based on student feedback.

The Terms of Reference also establish the Committee's membership, voting and quorum requirements, Chair and Vice Chair responsibilities, meeting procedures, and Committee limitations. Membership includes the President or designate, Financial Controller, two Board members, an optional Vice-President and six students-at-large.

The President presented proposed amendments to the Awards Selection Committee Terms of Reference. The proposed changes included adding one OTSU Executive member to the Committee, as deemed relevant; removing Section 8 concerning Committee Limitations; and making general formatting and grammatical revisions.

The Board considered a motion to approve the proposed changes to the Awards Selection Committee Terms of Reference.

ii. Clubs and Societies Committee

The VP Student Life presented proposed appointments and amendments to the **Clubs & Societies Committee (CSC) Terms of Reference**. Eight students were recommended for appointment for the 2026–2027 academic year. As the Terms of Reference currently provide for five student-at-large positions, the Committee requested a Board-approved exception to permit all eight appointments.

Additional amendments proposed that the Vice Chair be either a student-at-large or Board member; replace references to "Executive Director" with "General Manager"; designate the General Manager as a non-voting member; and designate the VP Student Life, who serves as Committee Chair, as a voting member.

The Board considered motions to approve the appointments, membership exception and proposed Terms of Reference amendments.

The VP Student Life presented proposed revisions to the **Clubs & Societies Sanction Procedure** following a comprehensive review intended to improve clarity, consistency and procedural fairness.

Key revisions included new definitions, scope and guiding principles; classification of offences by severity; provisions allowing immediate escalation for serious violations; and clearer definitions of available sanctions, including individual accountability for club and society executives.

The proposed revisions also strengthened processes related to suspension and reinstatement, appeals, complaints and hearings, event verification, investigations, record keeping, sanction expiry, enforcement and periodic review of the procedure.

The Board considered motions to approve the proposed additions and amendments to the Clubs & Societies Sanction Procedure

iii. Downtown Advisory Committee

The Board received the Downtown Advisory Committee report for July 2026 from the VP DT. The VP Downtown presented proposed appointments and amendments to the Downtown Student Advisory Committee (DSAC) Terms of Reference. The Board was asked to approve **Hannah Traynor** and **Victoria Byrne** as members of the DSAC for the 2026–2027 academic year. Four student positions remained vacant.

Proposed Terms of Reference amendments included establishing a **minimum availability expectation of five hours per month** between committee meetings and volunteer opportunities, as well as clarifying terminology and quorum requirements for primary, secondary and tertiary committee meetings.

The Board considered motions to approve the appointments and the proposed amendments to sections 3.1.6 and 6.2 of the DSAC Terms of Reference

iv. Elections Committee

The Board received the Elections Committee report. No report was provided as the Committee has not yet met.

v. Finance Committee

The Board received the Finance Committee report. The Committee met to review the audited financial statements which have been provided as an agenda item during a later portion of the meeting agenda.

vi. Student Advocacy & Advisory Committee

The Board received the updates from the VPA. The Board reviewed proposed revisions to the **Student Advocacy Advisory Committee (SAAC) Terms of Reference** intended to clarify the Committee's mandate, governance, membership and operating procedures. The SAAC remains a standing committee responsible for identifying student advocacy concerns, advising the executive team and providing recommendations regarding advocacy policies and priorities.

Key revisions included clearer committee reporting and review requirements; eligibility, appointment, vacancy and attendance provisions for members; clarification of Chair and Vice-Chair responsibilities; and updated meeting procedures addressing quorum, notice, minutes, electronic participation and voting.

The revised Terms of Reference also maintain provisions governing committee limitations and circumstances in which committee activities or member participation may be sanctioned

vii. Policy Committee

The Board received the Policy Committee report for July 2026. The Policy Committee recommended the appointment of **Branice Yeung** and **Lindsay Horner** to the Committee. Both candidates were identified as having relevant experience in policy development, professional writing and student leadership.

The Board considered separate motions to approve the appointment of Branice Yeung and Lindsay Horner to the Policy Committee

viii. Human Resources Committee

The Board received the Human Resources Committee report. No meeting as the committee didn't meet.

RESOLUTION

Moved by A. Ariaran and seconded by V. Byrne. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve the committee reports as presented.

9. AGM Date Approval

DISCUSSION

The Interim General Manager presented a brief report on the initial planning for the upcoming AGM. He explained the importance of an AGM and accountability to the membership.

The date range being proposed is October 22 – 29th, 2026.

Once the final date is selected, which will depend on room availability, it will be communicated to all board members and the general membership.

RESOLUTION

Moved by V. Byrne and seconded by A. Rasoul. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve the AGM date to be between October 22-29th..

10. 2026 Audited Financial Statements

DISCUSSION

The Financial Controller presented the OTSU Audited Financial statements. The Board reviewed the Ontario Tech Student Union Audited Financial Statements for the year ended April 30, 2026, as prepared and audited by MNP LLP. The auditors issued an unmodified audit opinion, concluding that the financial statements present fairly, in all material respects, the financial position of OTSU as at April 30, 2026, as well as the results of its operations and cash flows for the year, in accordance with Canadian accounting standards for not-for-profit organizations. The auditors further confirmed that the audit was conducted in accordance with Canadian generally accepted auditing standards and that sufficient and appropriate audit evidence was obtained to support their opinion.

OTSU ended the fiscal year with total assets of \$11.04 million, compared with \$9.95 million in the prior year. This included \$4.32 million in cash, up from \$2.94 million at the end of 2025; \$57,124 in short-term investments; a \$1.5 million long-term investment; and \$4.72 million associated with the Student Centre building licence. Total liabilities were \$4.48 million, compared with \$4.14 million in 2025, including \$1.91 million in current liabilities and \$2.57 million in long-term loans payable.

Total net assets increased to \$6.56 million, from \$5.81 million at the beginning of the year. At year end, this consisted of approximately \$3.01 million in unrestricted net assets, \$2.02 million invested in capital and intangible assets, \$1.41 million in the internally restricted Health Fund, and \$118,940 in the internally restricted Building Maintenance Fund.

For the year, OTSU recorded total revenue of \$7.67 million and total expenses of \$6.92 million, resulting in an excess of revenue over expenses of \$747,965. This was comparable to the \$763,766 excess reported in the previous fiscal year. Major revenue sources included \$4.51 million in health fees and \$2.53 million in student fees, while the largest expenses were \$4.24 million in health-related expenses and \$1.37 million in wages, salaries and benefits.

The Student Union's cash position increased by approximately \$1.38 million during the year, with year-end cash reaching \$4.32 million. Operating activities generated approximately \$1.54 million in cash, while OTSU repaid \$151,375 in loans and made \$7,774 in capital asset purchases during the year.

The Health Fund generated an excess of \$272,754, increasing the internally restricted Health Fund balance from \$1.13 million to \$1.41 million. Health Fund revenue totaled \$4.51 million against expenses of \$4.24 million.

OTSU had \$2.72 million in total outstanding loan principal at year end, with \$155,644 classified as current and approximately \$2.57 million as long-term. The loans carry fixed interest rates of 2.60% and mature in November 2030.

Overall, the audited statements reflect an increase in OTSU's cash and net asset balances during the 2025–2026 fiscal year, with revenues exceeding expenses by approximately \$748,000. The auditor's report did not modify its opinion or identify a material uncertainty related to going concern in the report; its stated opinion was that the financial statements fairly present OTSU's financial position, operating results and cash flows in accordance with the applicable Canadian accounting standards.

Once approved by the Board, the audited financial statements will be presented by the auditors to the membership at the AGM for final approval.

RESOLUTION

Moved by N. Singh and seconded by V. Byrne. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approved the audited financial statements as presented.

11. Student City Takeover Sponsorship

DISCUSSION

The President presented a proposal to allocate the remaining \$1,000 in OTSU's external sponsorship budget to support the Student City Takeover Initiative, a partnership between Ontario Tech University, OTSU and the Oshawa Chamber of Commerce.

The month-long initiative is intended to strengthen connections between students and the broader community through a series of student-focused activities. Planned opportunities include a tabling event offering on-the-spot interviews for part-time employment, as well as events hosted at various community locations.

The Board considered a motion to approve the allocation of \$1,000 in external sponsorship funding toward the Student City Takeover Initiative.

RESOLUTION

Moved by A. Rasoul and seconded by N. Singh. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve the allocation of \$1,000 in external sponsorship funding toward the Student City Takeover Initiative

12. Downtown Lounge Capital Request

DISCUSSION

The VP Downtown presented a proposal to purchase an arcade cabinet for the Downtown Lounge as part of efforts to enhance student engagement and support Ontario Tech University's goal of creating a "sticky campus." The purchase remains subject to OCIS approval of an appropriate location within the lounge.

Two arcade systems were presented for consideration. The first, an iiRcade system, was priced at approximately \$1,905.74 including HST and shipping and includes approximately 6,000 classic and modern games. The second, a Giant Arcade system from Bearcade, offers approximately 10,000 games, a larger screen and manufacturer-supported parts and warranty coverage. Its listed price ranged from \$1,990 through Facebook Marketplace, subject to negotiation, to approximately \$2,418.20 including HST through the manufacturer.

The Board considered a motion to approve the acquisition of one of the two proposed arcade systems, subject to OCIS approval

RESOLUTION

Moved by V. Byrne and seconded by I. Khurram. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve the allocation of up to \$2400 to purchase the arcade cabinet.

13. Canva for Higher Education Proposal

DISCUSSION

The VP Downtown presented a proposal to pursue a partnership with Ontario Tech University and other interested stakeholders to provide school-wide access to Canva for Campus. The initiative was developed in response to identified software-access gaps and is intended to support students academically, assist clubs with marketing and communications, and provide faculty with additional design and presentation tools. Access would also include professional features available through Canva-owned Affinity.

The proposal identified an annual cost of approximately \$44,460, based on the purchase of 150 Canva enterprise seats at \$296.40 per year, which would provide access for up to 15,000 students. The proposal referenced existing Canva usage among students and faculty and identified approximately 120 CDMS students as one group that could particularly benefit from expanded access.

The Board considered a motion to authorize the VP Downtown to pursue a funding partnership with the University and other interested parties for school-wide Canva for Campus access. The proposal at this stage sought authorization to pursue the partnership rather than approval of the full \$44,460 expenditure by OTSU.

RESOLUTION

Moved by N. Singh and seconded by V. Byrne. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve agree in principle and permit the VP downtown to discuss this opportunity in more detail with the University as an advocacy issue and do not commit any funding or use of student fees to support this initiative.

14. OTSU Academic Appeals Committee

DISCUSSION

The VP Student Affairs presented a proposal to establish an Academic Appeals Advisory Committee (AAAC) as a standing committee of the Board. The Committee would provide OTSU with a permanent, evidence-based approach to identifying systemic barriers students experience when navigating the University's academic appeal processes and developing recommendations for improvement.

The proposal identified several concerns, including the complexity of academic appeal pathways and short deadlines, limited student awareness of OTSU's ability to provide representation and support, increasing AI-related academic integrity matters, and the absence of consistent institutional data and knowledge regarding student appeals.

The Committee would collect and analyze anonymized appeal-related intake data, identify recurring barriers and points of difficulty in the appeal process, develop student-facing guidance and awareness materials, and provide evidence-based recommendations to the University. Individual student appeals and case strategy would remain outside the Committee's mandate and continue to be handled by the responsible OTSU executive.

The proposed membership includes the VP Student Affairs as Chair, the President and Wellness Coordinator as voting members, and a University advising lead as an ex-officio, non-voting participant. The proposal also establishes privacy safeguards for student information, including data minimization, de-identification, aggregate reporting, consent and notice, and controlled access and retention.

The Committee is intended to operate primarily through existing OTSU resources, with no new staff position proposed. Following approval, implementation would include establishing the Committee, finalizing its intake and privacy processes, beginning consistent data collection, and producing its first findings and recommendations following the first term of operation.

The Board considered a motion to establish the Academic Appeals Advisory Committee as a standing committee, approve its Terms of Reference, and authorize the VP Student Affairs to convene the Committee and invite the University advising lead to participate on an ex-officio, non-voting basis

RESOLUTION

Moved by A. Ariaran and seconded by V. Byrne. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve the Board of Directors establish the Academic Appeals Advisory Committee as a standing committee of the Board; and

BE IT FURTHER RESOLVED THAT the Board approve the Terms of Reference set out in Part B of this document, and authorize the Vice-President, Student Affairs to convene the Committee and invite the university's advising lead to participate on an ex-officio, non-voting basis.

15. In Camera

DISCUSSION

The Board moved in camera at 8:47pm to discuss the ongoing Collective Bargaining with the OTSU Unionized Staff. They remained in camera until 9:12pm.

RESOLUTION

Moved by I. Khurram and seconded by A. Rasoul. Motion carried.

In favour - 7 | Opposed - 0 | Abstained - 0

BE IT RESOLVED THAT the OTSU Board of Directors approve the Board of Directors move in camera at 8:47pm.

BE IT RESOLVED THAT the OTSU Board of Directors approve the Board of Directors move out of in camera at 9:12 pm.

16. ANNOUNCEMENTS

DISCUSSION

The Board Chair remind the Board members , Executive and Staff of the strict deadlines for submitting board agenda items on time and aligned with the previously mutually agreed schedule.

RESOLUTION

No resolution required.

17. ADJOURNMENT

The meeting was adjourned at 9:13 p.m.