



**UWSA Board of Directors
Meeting Agenda
Thursday, October 10, 2013, 6:00 PM
Location: TBA**

ITEM	DESCRIPTION	PRESENTED BY:
1	Call to Order 6:03pm	
2	Chair's Business Presenters will be allotted 5 minutes of time Speakers will have 2 minutes to debate. Will be given 2 times to speak then they will be taken off the speakers list.	
3	Approval of Agenda Approved	
4	Approval of Minutes August 22, 2013 October 2 nd , 2013 Approved	
5	Club Funding Requests	
5.1	Pakistani Student Association – Eid Dinner The event happening this evening and is Eve dinner event for Muslim and Pakistani students. New club that wants to attract as many students as possible. Sold out all ticket. Revenue total \$750 from tickets. Expenses include venue, decoration, publicity, catering services and equipment. Has received \$200 from OPUS. Is hoping to receive the \$1200 remainder from the board. Would like to provide a good environment for new students. Would like to collaborate with PSA from Toronto for future events. Adam: How many people are attending and what are the ticket prices? Khan: 150 at \$5 each. Wanted to subsidize the cost because students do not want to pay expensive prices and did not want to scare students away. Adam: Remaining costs are for catering?	Safwan Khan



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Khan : The catering costs have been mostly covered.

Jake: Where is this happening?

Khan: Assumption university.

Bibilovska: If you don't receive all the funds, what other means do you have to pay for the event?

Khan: Execs are covering the costs out of pocket. Small bake and fundraising events if they aren't able to raise all costs.

Fynbo: \$5 for 150 people where is that money being allotted?

Khan: That amount is currently paying venue, decorations and publicity costs.

El Dika: From ticket sales and OPUS donation the remaining would be \$450?

Khan: The reason for asking for more, is thinking long term so that they do not have to approach board again. .

El Dika: They mentioned they are new, but they are doing a lot of good things. They mentioned talking to OPUS and working with Toronto PSA, there are good initiatives underway.

Dejong: Total cost is \$1316? Total raised is \$950?

BIRT the UWSA allocates \$1400 from special events (93900-300-80) fund to the Pakistani Student Association (34070) for the Eid Dinner event.

Amendment

El Dika

Fynbo

BIRT the UWSA allocates \$500 from special events (93900-300-80) fund to the Pakistani Student Association (34070) for the Eid Dinner event.

Bibilovska: Could possibly speak to Josh about using equipment for future events.

Samer: How do you expect them to fundraise?



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El Dika: They've already raised \$950

DeJong: Recommends changing the amount to \$336 based on how much they need to hold this event. If they want to hold other events, they can come back and ask for more money.

Shahid: The additional funds will empower to do them to do other events.

Bibilovska: Bake sales are usually taken from profit. Not all clubs ask for \$100 for brownie mix. It's like a startup fee to supply a club to do other things. Does not believe a bake sale is a good place for a \$100 to be directed.

Hussein: In favour of \$500. The total cost of their event. They want to raise money from this event to be more independent. Stop the cycle of clubs coming back for funding.

Shahid: \$134 could cover something that is unexpected. And it won't affect the UWSA badly. In favour of this.

DeJong: We have more than 150 clubs on campus. If they give more than is requested it will become out of control. Each club is given \$50 for starting. Does not see how overages will happen before there event starts in the next 20 minutes. Unless the board wants to set the precedent that each club receives additional funds.

Shahid: Their account is currently at \$0.

Fynbo: Why didn't they get their startup fee?

Shahid: If a club restarts up, the club does not get the \$50. A club that revives itself, they do not get the money.

Amendment

BIRT the UWSA allocates \$420 from special events (93900-300-80) fund to the Pakistani Student Association (34070) for the Eid Dinner event.

Fynbo

Hong

Fynbo: Would like to add the \$50 to the amount requested to compensate for the \$50 not given for restarting their club.

Passed



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6 Presentations

6.1 Homecoming Festival

Omar Shahid

Purchased a large amount of tickets sold all except 13 tickets.

Also gained from sponsorship UWSA made money.

Expenses such as bus fare \$692.49

Additional sponsor revenue \$3844.

About \$6000 profit from the event. Just from the homecoming festival.
This does not include welcome week activities.

Jake: Do you think that this approach of buying instead of selling them a good idea for the board to consider in the future?

Shahid: It was risky but it worked out. It depends on how things are run. A lot of factors play into the success. If it was a different artist like Rihanna, we could expect double the amount of tickets. If we had a cheap artist, we could not expect the same numbers.

DeJong: Ivonna - Is there anything you'd change for next year's Board?

Bibilovska: The amount of tickets we bought was reasonable. We didn't know the exact numbers of online tickets compared to hard tickets so that were the discrepancy was. At the gates we turned students away.

Keeping it at \$50,000 is a good amount for the size of the event. As long as things are kept at the same caliber as this year it will be a good experience.

Jake DeJong

6.2 Accessible Built-in Environment Committee

Wanting to me the university as accessible as possible. One of the issues brought up was Toldo Buildings don't have actuators if you have accessibility issues. A student was locked in one of the upstairs classrooms and unable to get out for about 20-30 minutes.

An audit showed 6 rooms and one bathrooms are not accessible. It's supposed to be a new building. We should look at our accessibility fund that has about \$150,000 in it. At the next meeting, Kate Johnson will be making a presentation. Total cost, \$30,000-\$35,000. Because this is a building for students, that's what this fund is for.

The university has a 3-5 year plan for most buildings. Toldo isn't on the list of upgrades. It's most of the old buildings that are on the focus. If we



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don't do it, in 5 years it will be the same.

Ivona: Similar issues, a proposal came to board. It was for the Law library. People with accessibility issues could not access a certain part of the library. It needs to change to give people safe access to class.

Crawford: Are there other projects that have been identified that the board could take on?

DeJong: There are many projects across campus. Issue with Eerie hall is that there is no bathroom that is accessible. It says there is one on the second floor but it's not. Emergency switch needed. University is focusing on the building in their 5 year plan.

El Dika: The \$4500-\$6000 covers everything? Installation?

DeJong: It covers everything. All future buildings and renovations need to be accessible. If we can get the university to make sure it's accessible, it's something our administration to cover.

Ogunbande: How long will it take?

DeJong: Once funding is confirmed by the end of Jan.

Hussein: Can we sit on the Accessible Built-in Environment Committee?

DeJong: Not sitting on the committee because they are invited to so many.

6.3 MSA – Missing Funding Update

S.Akbar: An update that the minutes were found and the amount was correct from the MSA request.

ElDika: Does that mean we have to approve it?

DeJong: It's already been approved

6.4 Button Makers

Knapp: Previously approved \$966.66 for button makers. When was tasked with purchasing them a quote was provided for 1 and half inch. Need a 2 and half inch one so the additional funds are needed. Requesting from the board of an increase of \$258.

BIRT Board approve an increase of \$258 for purchase of two button

Shaista Akbar
Kyra Knapp



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makers for a total of \$1164.60 plus HST, plus shipping and handling.

Fynbo

EIDika

Jake: Already approved. Would like to know who is responsible for it in 6 months?

S.Akbar: It would be Kyra's responsibility as she is responsible for inventory. Whoever would like to use it would have to sign it out.

Ivona: What budget line?

S.Akbar: Previously approved from Capital budget line.

Approved

6.3 Coffee for HK students

Mohammad Akbar

Platform to bring food services to HK. Suggests a food cart. Has received confirmation from students that they want things to eat. There is a group on FB Get Timmies at HK of over 500. Proposes that the UWSA make a presence at HK. UWSA should be making a presence all over.

Distributed ISIC cards there and the students there want something other than Mc Donalds which is the only food option near there. There is a new commitment to building something there. The issue faced is the referendum for a new rec centre. Suggesting a purchase of two coffee machines. A Tassimo would be good for this case. Purchase two of them and provide the first batch of supplies.

Would like to purchase two coffee machines for \$233. And the cost of startup supplies approximately \$150.

Would like HK society to take over or partner up and create a student job to maintain it. Previously bought a microwave for Toldo. Wants to use capital for things that students would like to use.

BIRT the UWSA purchase a Coffee Machine and startup coffee packs for the Human Kinetics building in the amount of \$400.

Fynbo: Talk to HK about restock? Have they expressed interest?

Akbar: There wouldn't be any profit.

Crawford: There is a company in Chatham that provides these services.



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Akbar: Did contact them. Concerned about food services seeing them as competition.

El Dika: For the supplies you have \$8.99 - \$10.99 each. Are we breaking even for each coffee sold at \$1.00?

Akbar: Yes, if they stick with that price range.

DeJong: Don't you have to put milk in the machine.

Akbar: They only need water.

Bilbilovska: If someone put a coffee machine in the CAW, it would be taken away. Have you talked to the staff there?

Akbar: Did consult them, and they support it.

George: HK could continue to support this. Are you sure they'll support it?

Akbar: The only barrier would be the turnover is societies. It would require some partnership and continue a working relationship. Hopes by the end of the year it will form a partnership to push for a food vendor.

Bilbilovska: Feels that there is more permission needed or a written letter of approval. Bring those to Board and then get approval. Whether or not steps are going to be followed to implement this.

Hussein: Do the machines take coins?

Akbar: Either have an employee or HK volunteer man the machines.

ElDika: Where would this be set up?

Akbar: They have a lounge space. Would like to see them placed there.

S.Akbar: Agrees with Ivonna, it should be approved so that they know what we're offering.

Akbar: Would like some ground to stand on. If you approve it, will not buy it until it's agreed upon. Will forward to board all necessary documents. Will talk to Dean and can give the approval.

Crawford: It's not that much money, did you talk to HK about buying it?



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BIRT the UWSA purchase a Coffee Machine and startup coffee packs for the Human Kinetics building in the amount of \$400.

BIFRT this funding be contingent on permission from all relevant authorities.

Akbar: Wants to brand it UWSA and own the machines.

Hussein: Felt like the UWSA was stranger with the HK Society. Believes it would be good to provide service.

DeJong: How would it work out if they hired someone.

Akbar: Take the money from surplus of the UWSA. And that would come back to board from approval.

DeJong: Is it being given to HK society? Or able to take it back?

Akbar: It would be retained from the UWSA.

DeJong: Who's going to be responsible for these if they go missing?

Akbar: HK lounge is locked after 7 and there are cameras. Will look into it.

Approved

6.4 Coordinator Wish List – Omar Shahid

Omar Shahid

Shahid: Everyone knows the programs requesting funding. The budgets are small and are asking for items to supplement the way they run their programs.

BIRT the Board approve \$5350 to fulfill the Coordinator Wish List.

Bolbol

El Dika

DeJong: It looks like in each group, a large percentage of their money is allocated to advertising. You could save \$750 out of the cost if you let them use the advertising put aside by board.



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Kyra: There's only \$150 showing for advertisement.

Hussein: We have a food bank coordinator. It was previously held in the CAW but moved it to Iona college. It's important to have. There are a lot of things they could use help with.

Kyra: What they are asking for is swag. They need to print posters. They are not supposed to be using UWSA printing. It doesn't look like they are asking for advertising in The Lance.

Bibilovska: What's the cost of membership for?

Akbar: Distinguished visitor program, this year they are bringing a series of speakers at the end of October. This gives members tickets to that event. The women's centre would be recognized for the program.

DeJong: What size of budget do they receive? What percentage above that are they going?

Shahid: Peer Support Centre is running on \$5000. They are asking for roughly one fifth more. Womyn's Centre: \$9800, Asking for \$2,500. A quarter. Of that budget. Afrofest: \$8,600. Asking for \$1,400. A sixth.

S.Akbar: The amount mentioned, does that include salary?

Shahid: It does.

Ivona: Does Afrofest have a deficit from last year.

Shahid: We swallowed it.

Akbar: Can you make sure that the swag is ethical?

Amendment

BIRT the Board approve \$5350 to fulfill the Coordinator Wish List

BIFRT be contingent on purchasing sweatshop free products

Fynbo

Bolbol

Fynbo: What do you mean from ethical?



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Akbar: No sweatshops

DeJong: Do we have a list of where we can and can't order from?

Akbar: A list can be obtained from CFS. You can also ask the company that you are ordering from.

DeJong: is this because we made standard at a previous meeting?

Akbar: If it's sweatshop free, then the company will be able to share that information.

Shahid: If we go with sweatshop free, we may need to increase the amount. Would have to go back and ensure that these quotes are similar.

Motion to table

Fynbo

S. Akbar: Against tabling. Would like to have an emergency meeting. 250 for 250 needs funds by the end of the October. This will put coordinators behind. Instead of just tabling it for two weeks from now. A lot of these things are going to be used this semester. It will cancel something things.

Shahid: It was listed on the agenda. Board could have contacted in advance.

Ivona: In favour of tabling. If something is urgent they can use some of their budget line. There are resources to get things they need immediately.

DeJong: Wanted to request board members request the coordinators be present. Would prefer those coordinators were present to answer these questions. Supports an emergency meeting. It was listed only as a presentation not as a motion.

Fynbo: Even though it was sent out. We didn't assume it was the total amount that it was. Ensure that it comes from the right budget lines and funding the correct things. Look at their budget and not giving them extra.

Akbar: Is there something specifically controversial in the budget? Not seeing anything that is out of the blue. The most common thing is office supplies and things for volunteers.



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Fynbo: It's nothing specific, board would like to look it over together.

Hussein: Would like to include the Food Bank.

DeJong: Did we ask all the coordinators?

Hussein: The food bank was not contacted.

Omar: The food bank coordinator is hidden in central admin and has a different structure.

Tabled

7 Posted Motions

- 6.1 BIRT** the UWSA allocates \$420 from special events (93900-300-80) fund to the Pakistani Student Association (34070) for the Eid Dinner event.

Approved

- 6.2 BIRT** the UWSA purchase a Coffee Machine and startup coffee packs for the Human Kinetics building in the amount of \$400. Mohammad Akbar

BIFRT this funding be contingent on permission from all relevant authorities.

Approved

- 6.3 BIRT** the UWSA Board of Directors approve the updated version of the Board Proxy Form. Shaista Akbar

Akbar: Would like to update the proxy form to match the style of other forms.

Hussein: Is it the same wording?

Akbar: It's the same.

Kyra: Does it need to be approved.

S.Akbar: Feels that they should be approved since previous ones have been approved.

Approved



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7 New Business

Robert Crawford

7.1 Whereas the UWSA, GSS and OPUS issued a letter to the University boycotting judicial panels due to the perception of bias, suspicious activities and infringement on natural justice;

Adam El Dika

Whereas the UWSA and GSS issued an intervenor's notice in an academic misconduct case due to conflict of interest in an academic misconduct case due to conflict of interest and infringement of students' right to counsel;

Whereas this intervenor's notice is vital to proving a conflict of interest exists in judicial panels;

BIRT the Board approve the retention of legal services to [word] on behalf of the UWSA and GSS;

BIFRT the Board approve spending up to \$4,000;

BIFRT this be contingent upon GSS's contribution proportional to their representation.

Crawford: Currently has \$13,000 in legal fund so the amount requested is within budget. Wants to go outside legal services they already have.

Reasons being:

This is a joint venture between UWSA and GSS.

This is a cheaper rate than would be charged by Tom.

This is a firm that deals strictly with trial law.

Does not want the UWSA to be on bad terms with trial council.

This firm has a strong reputation and has challenged the university before.

When we filed this intervenor's notice. The students' have no legal representation as implied in the case. Lawyer has agreed to represent student pro-bono after the intervenor is filed.

Not saying the costs will be \$4000. Would like extra in case of extra costs. It's estimated \$3000.

DeJong: Estimated 15 hours min. There entire estimation was \$3500. \$4000 would be the maximum. Unless the university counter sues. This is the most cost effective way.

Crawford: If they university is willing to hire an outside lawyer when they are saying the have no additional funds in their budget this could be



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seen as a serious threat. This could change the way judicial panels are done at this university forever.

Chair: We are still saying with current firm for our legal representation?

Crawford: It's only for this case.

Bibilovska: Wanted to mention that we talked to our current lawyer, and he is ok this.

Crawford: We are not the only people being represented in the case.

Shahid: Why are we covering the full amount?

Crawford: It would be split approximately 80%-20% based on student status.

Motion to move in Camera

El Dika

Fynbo

Approved 7:33pm

Motion to move out of camera 7:48pm

El Dika

Fynbo

George: How long will this go on?

DeJong: We have no idea.

Crawford: A month, unless the university starts playing tricks to get us out of the court room.

DeJong: It could be a lengthy process, but only a couple months.

Hussein: Is there a backup plan if this doesn't work?

DeJong: The intervenor notice will be heard. Built a strong partnership with OPUS and GSS.

S.Akbar: That's just UWSA contribution? Do we know how much OPUS



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and GSS?

DeJong: Can't obtain money from OPUS because of conflict of interest. We're only going to spend \$4000 if GSS contributes. The total is if the bill has the time to approve it and they can pay us back.

Crawford. It doesn't mean we're spending all those funds.

DeJong: Spending from an existing budget line.

Crawford: \$13,000 from legal fund.

Approved

8 Question Period

9 Adjournment

7:55pm