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# **UTMSU BOARD MEETING #2**

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# Your Guide to Robert's Rules of Order

## **RULES OF ORDER AT A GLANCE**

<b>To Do This:</b>	<b>You Say This:</b>	<b>May You Interrupt the Speaker?</b>	<b>Must You be Seconded?</b>	<b>Is the Motion Debatable?</b>	<b>Is the Motion Amendable?</b>	<b>What Majority is Required?</b>
Object to incorrect procedure being used	Point of order	Yes	No	No	No	No vote taken, chair rules
Seek clarification from the previous speaker	Point of information	Yes, if urgent	No	No	No	No vote taken, chair rules
Object to something which prevents your continued participation (eg. excessive noise)	Point of personal privilege.	Yes	No	No	No	No vote taken, chair rules
Object to a motion being considered	I object to consideration of this motion.	Yes	No	No	No	2/3 Majority
Consider something out of its scheduled order	I move the agenda be amended in order to deal with the following item....	No	Yes	No	No	2/3 Majority
Overturn the ruling of the chair	I challenge the chair on...	Yes	Yes	Yes	No	Majority
Change a motion	I move that the motion be amended to read...	No	Yes	Yes	Yes	Majority
Have a motion studied more before voting on it	I move that the motion be referred to....	No	Yes	Yes	Yes	Majority
Postpone further discussion on a motion until later in the meeting	I move that the motion be tabled until ...	No	Yes	Only to time	Yes	Majority
Postpone consideration of a motion until a future meeting	I move that the motion be postponed until...	No	Yes	Only to time	Yes	Majority
Raise a matter previously tabled	I move that motion...be lifted from the table.	No	Yes	No	No	Majority
Reconsider a motion already voted on earlier in the meeting	I move that motion...be reconsidered.	Yes	Yes	Yes (if original motion was)	No	Majority
End debate on a motion	I call the question.	No	Yes	No	No	2/3 Majority
Ask that everyone's vote on a particular motion be recorded in the minutes	I call for a roll call vote.	No	No	No	No	No vote required, chair rules
Recess the meeting	I move that the meeting recess until ...	No	Yes	Only to time	No	Majority
End the meeting	I move that the meeting adjourn.	No	Yes	No	No	Majority

**Attendance**

Executives

Se Chan (Andrew) Park  
Rui (Owen) Zhang  
Rajas Dhamija  
Miatah McCallum  
Manaal Fatima  
Lois Ogunnubi (non-voting)

Staff (non-voting):

Melissa Theodore (Executive Director)  
Nikita Galanin (Executive Assistant)

Division I

Vacant

Division II

David Han  
Jordan MacLean  
Summer Qiu  
Sarah Gamal El-Dean  
Saad Hussain  
Enran Zu  
Abeeha Imitaz  
Adam El-Falou

Suleyman Yusuf  
Farzana Ishmael  
Aishat Abdulrazaq

Division III

Vacant

Division IV

Samantha Bestavros

**#1. CALL TO ORDER**

Meeting called to order at 11:03 am.

**#2. LAND ACKNOWLEDGEMENT & EQUITY STATEMENT**

**#3. MOTION TO AMEND THE AGENDA**

**MOTION – CARRIES**      Moved: David Han      Seconded: Andrew Park

Be it resolved that the item **UTMSU HEALTH & DENTAL FEE** be appended to the agenda as the new Item #15.

**VOTE – PASSED**

**#4. APPROVAL OF THE AGENDA**

**MOTION – CARRIES**      Moved: Andrew Park      Seconded: Rajas Dhamija

Be it resolved that the agenda be approved as amended.

**VOTE – PASSED**

**#5. PRESENTATION ON ROBERT'S RULES OF ORDER BY KAYLA WEILER**

<b>#6.</b>	<b>EXECUTIVE REPORTS</b>
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**MOTION - CARRIES** - Moved: Saad Hussain - Seconded: David Han -

**Andrew Park:** May has been a transition period, with our team participating in workshops during the executive retreat to learn UTMSU's structure from past execs and staff. We supported part-time job outreach, met with the Committee on Indigenous Justice and Collaboration, and worked on two AGM motions: updating the land acknowledgement and lobbying for the National Day for Truth and Reconciliation to be a statutory holiday. Additionally, we worked on the biweekly newsletter, hiring for executive associate and presidential assistant roles, peer support planning, CFS handbooks, and held transition meetings with admin and the UTGSU to discuss GTA-wide UPass advocacy.

**Rajas Dhamija:** I finalized and launched the UTMSU Transit Complaint Form to collect student feedback on transit. I joined Owen and Miatah for a MiWay photoshoot and began drafting a proposal to Metrolinx for a GO Bus route from Milton to Union via UTM. I also met with House Canada to align housing priorities and am reviewing applications for three roles in the external portfolio.

**Rui (Owen) Zhang:** I created and published 24 job openings across three categories, receiving around 900 applications and finalizing interview candidates for next week. We hired a full-time Executive Assistant to support execs and the ED, as well as two seasonal Orientation staff. Additionally, Melissa, Andrew, and I became UTMSU signing officers, and I've processed several transactions, joined the MiWay photoshoot, and designed custom UTMSU pins for our WeChat team.

**Lois Ogunnubi:** We held our executive retreat and began planning for summer and orientation events. I worked on both the summer events and orientation operational budgets, proposed a schedule for the on-campus retreat, and started hiring for key coordinator roles. Miatah and I also began planning Pride Month events and will be working on Indigenous History Month next.

**Manaal Fatima:** I've been reviewing past initiatives in my portfolio and developing a strategy to enhance the academic mentorship program, including proposing a dedicated mentorship coordinator. I've worked on academic offense cases, started the academic code translation program, and attended WUSC training in preparation for the sponsored student. I also finalized a WUSC survey to assess graduation barriers, submitted immigration forms, and posted hiring calls for my team.

**Miatah McCallum:** Like other execs, I completed transition training with the former VP Equity. I cleaned and organized the Food Center and Sustainability Office, maintained the hydroponic garden, and prepared for incoming coordinators. I reinstated the Equity Office, restocked the Food Center for the June giveaway, facilitated hiring, worked on the client choice model, and issued overdue CCRs for students in Black mentorship programs.

Be it resolved that the Executive Reports be approved as presented.

**VOTE – PASSED** -

<b>#7.</b>	<b>LEGAL PRESENTATION - ST. LAWRENCE BARRISTERS</b>
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This item was addressed after **Item #10 (15 MINUTE RECESS 12:00 - 12:15)**.

<b>#8.</b>	<b>MINUTES PACKAGE</b>
	1. BOD Meeting #1 Minutes - Friday May 2, 2025 2. BOD Meeting #9 - Minutes- Friday, May 2, 2025 3. Executive Committee Meeting #1 Agenda - May 26, 2025 - Minutes

**MOTION - CARRIES** ▾ Moved: David Han ▾ Seconded: Rui (Owen) Zhang ▾

Be it resolved that the Minutes Package be approved as presented.

<b>#9.</b>	<b>CONSIDER ITEM #13 OUT OF ORDER</b>
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**MOTION - CARRIES** ▾ Moved: Miatah McCallum ▾ Seconded: Saad Hussain ▾

As the meeting was ahead of schedule and a guest speaker was present to speak to this item, **Item #13 (STRIKING OF OPEN COMMITTEES)** was considered out of order. **Item #7 (LEGAL PRESENTATION - ST. LAWRENCE BARRISTERS)** scheduled for 12:15 p.m. was deferred and would be returned to at the appropriate time.

Be it resolved that **Item #13 (STRIKING OF AD-HOC COMMITTEES)** is therefore addressed out of order, prior to the regular agenda sequence.

**VOTE – PASSED** ▾

<b>#10.</b>	<b>15 MINUTE RECESS 12:00 - 12:15</b>
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**MOTION - CARRIES** ▾ Moved: Rui (Owen) Zhang ▾ Seconded: Rajas Dhamija ▾

Be it resolved that members take a 15 minute Recess.

**VOTE – PASSED** ▾

<b>#11.</b>	<b>STRIKING OF CLOSED COMMITTEES</b>
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**MOTION - CARRIES** ▾ Moved: Saad Hussain ▾ Seconded: David Han ▾

Be it resolved that Elections of the Closed Committees be struck via Secret Ballot.

**VOTE – PASSED** ▾

<b>a)</b>	<b>Executive Review Committee</b>
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**MOTION - CARRIES** - Moved: Miatah McCallum - Seconded: David Han -

Be it resolved that the **Executive Review Committee** be struck as a closed committee by the UTMSU Board of Directors.

Be it further resolved that Enran Zu - and Suleyman Yusuf - from Division II, [Vacant] - from Division III, and Farzana Ishmael - from Division I or II be appointed by the Board of Directors to the Executive Review Committee for the Summer Session.

**VOTE – PASSED** -

<b>b)</b>	<b>Executive Review Committee - Chair</b>
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**MOTION – CARRIES** - Moved: Saad Hussain - Seconded: David Han -

Be it resolved that Suleyman Yusuf - be appointed by the Board of Directors as chair of the Executive Review Committee for the Summer Session.

**VOTE – PASSED** -

<b>c)</b>	<b>Motion to Destroy Ballots (Executive Review Committee)</b>
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**MOTION – CARRIES** - Moved: Saad Hussain - Seconded: Suleyman Yusuf -

Be it resolved that the ballots used in the vote to strike the **Executive Review Committee** be destroyed.

**VOTE – PASSED** -

<b>d)</b>	<b>Budget Committee</b>
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**MOTION - CARRIES** - Moved: Saad Hussain - Seconded: Jordan MacLean -

Be it resolved that the **Budget Committee** be struck as a closed committee by the UTMSU Board of Directors.

Be it further resolved that Abeeha Imitaz - and David Han - from Division II, [Vacant] - from Division III, and Farzana Ishmael - from Division I or II be appointed by the Board of Directors to the Budget Committee for the Summer Session.

**VOTE – PASSED** -

<b>e)</b>	<b>Policy &amp; Procedures Committee</b>
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**MOTION – CARRIES** ▾ Moved: Manaal Fatima ▾ Seconded: Jordan MacLean ▾

Be it resolved that the **Policy & Procedures Committee** be struck as a closed committee by the UTMSU Board of Directors.

Be it further resolved that Adam El-Falou ▾ and Jordan MacLean ▾ from Division II, [Vacant] ▾ from Division III be appointed by the Board of Directors to the Policy & Procedures Committee for the Summer Session.

**VOTE – PASSED** ▾

<b>f)</b>	<b>Organizational Development &amp; Services</b>
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**MOTION – CARRIES** ▾ Moved: Saad Hussain ▾ Seconded: Adam El-Falou ▾

Be it resolved that the **Organizational Development & Services** be struck as a closed committee by the UTMSU Board of Directors.

Be it further resolved that Saad Hussain ▾ and Adam El-Falou ▾ from Division II, [Vacant] ▾ from Division III, [Vacant] ▾ from Division IV be appointed by the Board of Directors to the Organizational Development & Services for the Summer Session.

**VOTE – PASSED** ▾

<b>g)</b>	<b>Bursary Committee</b>
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**MOTION – CARRIES** ▾ Moved: Manaal Fatima ▾ Seconded: Adam El-Falou ▾

Be it resolved that the **Bursary Committee** be struck as a closed committee by the UTMSU Board of Directors.

Be it further resolved that Sarah Gamal El-Dean ▾ and Aishat Abdulrazaq ▾ from Division II, [Vacant] ▾ from Division III be appointed by the Board of Directors to the Bursary Committee for the Summer Session.

**VOTE – PASSED** ▾

<b>h)</b>	<b>Elections and Referenda Committee</b>
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**MOTION – CARRIES** ▾ Moved: Manaal Fatima ▾ Seconded: Rui (Owen) Zhang ▾

Be it resolved that the **Elections & Referenda Committee** be struck as a closed committee by the UTMSU Board of Directors.

Be it further resolved that Saad Hussain<sup>o</sup> ▾ and Enran Zu ▾ from Division II, Summer Qiu<sup>o</sup> ▾ from Division II or III be appointed by the Board of Directors to the Elections and Referenda Committee for the Summer Session.

**VOTE – PASSED** ▾

<b>i)</b>	<b>Motion to Destroy Ballots (Elections and Referenda Committee)</b>
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**MOTION – CARRIES** ▾ Moved: Suleyman Yusuf ▾ Seconded: Sarah Gamal El-Dean ▾

Be it resolved that the ballots used in the vote to strike the **Elections and Referenda Committee** be destroyed.

**VOTE – PASSED** ▾

<b>j)</b>	<b>Clubs Committee</b>
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**MOTION – CARRIES** ▾ Moved: Saad Hussain ▾ Seconded: Miatah McCallum ▾

Be it resolved that the **Clubs Committee** be struck as a closed committee by the UTMSU Board of Directors.

Be it further resolved that David Han ▾ and Sarah Gamal El-Dean ▾ from Division II, [Vacant] ▾ from Division III and [ Vacant ] ▾ from Division II or III be appointed by the Board of Directors to the Clubs Committee for the Summer Session.

**VOTE – PASSED** ▾

<b>#12.</b>	<b>MOTION TO RECONSIDER ITEM 11k)</b>
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**MOTION – CARRIES**      Moved: Saad Hussain      Seconded: Adam El-Falou

As there were vacant seats remaining on the **item #11k (Clubs Committee)**, the original motion to appoint members was reconsidered to allow for the addition of an interested and eligible member.

**Amended Motion:** Be it resolved that the **Clubs Committee** be struck as a closed committee by the UTMSU Board of Directors.

Be it further resolved that David Han and Sarah Gamal El-Dean from Division II, [Vacant] from Division III and Saad Hussain from Division II or III be appointed by the Board of Directors to the Clubs Committee for the Summer Session.

<b>#13.</b>	<b>STRIKING OF OPEN COMMITTEES</b>
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<b>a)</b>	<b>WUSC Committee</b>
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**MOTION – CARRIES**      Moved: Saad Hussain      Seconded: Rajas Dhamija

Be it resolved that the **WUSC Committee** be struck as an open committee by the UTMSU Board of Directors.

**VOTE – PASSED**

<b>b)</b>	<b>Housing Committee</b>
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**MOTION – CARRIES**      Moved: Rajas Dhamija      Seconded: Saad Hussain

Be it resolved that the **Housing Committee** be struck as an open committee by the UTMSU Board of Directors.

**VOTE – PASSED**

<b>c)</b>	<b>Transit Advocating Party (TAP)</b>
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**MOTION – CARRIES**      Moved: Manaal Fatima      Seconded: Saad Hussain

Be it resolved that the **Transit Advocating Party (TAP)** be struck as an open committee by the UTMSU Board of Directors.

**VOTE – PASSED**

<b>d)</b>	<b>WeChat Committee</b>
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**MOTION – CARRIES**      Moved: Rui (Owen) Zhang      Seconded: Andrew Park

Be it resolved that the **WeChat Committee** be struck as an open committee by the UTMSU Board of Directors.

**VOTE – PASSED**

<b>#14.</b>	<b>STRIKING OF AD-HOC COMMITTEES</b>
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<b>a)</b>	<b>Complaints Committee</b>
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**MOTION – CARRIES**      Moved: Miatah McCallum      Seconded: Andrew Park

Be it resolved that the **Complaints Committee** be struck as an AD-HOC Committee by the UTMSU Board of Directors.

Be it further resolved that David Han & Suleyman Yusuf be appointed by the Board of Directors to sit on the Complaints Committee for the 2025-2026 Academic Year

**VOTE – PASSED**

<b>b)</b>	<b>Motion to Grant Speaking Rights to Guests</b>
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**MOTION – CARRIES**      Moved: Saad Hussain      Seconded: David Han

Be it resolved speaking rights be given to guests at the meeting.

**VOTE – PASSED**

<b>c)</b>	<b>Committee to Indigenous Justice and Collaboration</b>
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**MOTION – CARRIES**      Moved: David Han      Seconded: Jordan MacLean

Motion motivated by **Dakoda Kelm {Any Pronouns}**: This motion proposes forming an ad-hoc committee focused on Indigenous advocacy. Since striking a permanent committee takes time under UTMSU rules, this is a practical first step. The committee will work on improving land acknowledgements and advocate for the university to recognize September 30th as a statutory holiday, with long-term goals of supporting Indigenous communities across all campuses.

Be it resolved that the **Committee to Indigenous Justice and Collaboration** be struck as an AD-HOC Committee by the UTMSU Board of Directors.

Be it further resolved that participation in the Committee to Indigenous Justice and Collaboration remain open to all members of the UTMSU and community, without undue restriction or barrier to entry, in order to uphold principles of accessibility, equity and inclusive engagement.

**VOTE – PASSED**

<b>#15.</b>	<b>UTMSU HEALTH &amp; DENTAL FEE</b>
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**MOTION - CARRIES**      Moved: Rajas Dhamija      Seconded: Saad Hussain

Be it resolved that the UTMSU Board of Directors approve an increase to the UTMSU student society fee designated for the Accidental Health Plan from \$123.53 to up to \$135.88 per member, per term.

Be it further resolved that the UTMSU Board of Directors approve an increase to the UTMSU student society fee designated for the Dental Plan from \$103.26 to up to \$108.42 per member, per term.

**VOTE – PASSED**

<b>#16.</b>	<b>UPCOMING EVENTS</b>
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- Summer Events
- Pride – June
- Indigenous History Month – June

<b>#17.</b>	<b>OTHER BUSINESS</b>
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<b>a)</b>	<b>Board Retreat Discussion - June 18 &amp; 19</b>
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**#18. ADJOURNMENT**

**MOTION – CARRIES**    Moved: Rui (Owen) Zhang    Seconded: Jordan MacLean

Be it resolved that the meeting be adjourned at 1:55 pm.

**VOTE – PASSED**

VALIDATION		
<b>UTMSU President Se Chen (Andrew) Park</b>		<b>Friday, May 30, 2025</b>
NAME AND POSITION	SIGNATURE	DATE