



UNIVERSITY OF  
**TORONTO**  
SCARBOROUGH

**Council on Student Services**  
**Minutes of the meeting held on Monday, September 28, 2015**  
**5:00 p.m. – 7:00 pm in room SL232**

**Members:** Desmond P., Laura B., Jennifer B, Liza A., Nicole D., Camille G., Jessica K., Yasmin R., Dan-Lee A, Tinting Z., Tameem A., Thomas W., Aakriti K., Muhanad A., Tijuana T., Glenda O., Rowshyra C., Trina J., Elia Y., Michelle V., Nadia R.

**Non-Members:** Ron C., Chris B., Tasneem L., Nassim Y., Megan L. (Secretary)

---

**1. Welcome and Introductions**

Liza A. welcomed the group and explains that she will be acting as Chair until one is elected at the end of the meeting. She asks Desmond P. to say a few words. Desmond suggests introductions around the table.

Desmond P. welcomed the group and described the purpose of CSS as looking at the services, programs and budgets of the student services departments and making a budget decision at the end. He emphasized the importance of becoming engaged and presenting thoughts on the programs and services the student fees pay for.

Desmond P. continued to describe the departmental advisory committees as avenues to get involved. He encouraged discussions and stated CSS is about ideas, creativity, developing new initiatives. He finished by restating the importance for students to get involved with the advisory committees and the lead-up to making budget decisions. Their final responsibility is to learn more about the areas and share the information with CSS.

**2. Approval of Agenda**

Moved: Rowshyra C.

Seconded: All

**3. Approval of Minutes**

Liza A. explained the process of approving minutes from the last meeting (Mar11/15) and explained highlights.

Moved: Nicole D.

Seconded: Dan-Lee A.

**4. Overview of CSS**

Liza A. explained the process of CSS and the role students' play. The process asks CSS to make recommendations on fee increases. Liza A. gave examples of possible fee increases, highlighting key services and initiatives supported. The mandate is to enhance the student experience, advocacy, equity initiatives, experiential learning, new initiatives and student space. Liza A. continued by explaining how CSS fits into the U of T governance process. She described it as tri-campus with central committees at each campus who put recommendations forward which must be approved at each level. Desmond P. added the AA&CC is an integrated service, which means student fees pay for the Career Centre and the university pays for Academic Advising. Desmond P. also added that the Student Services Fee pays for services at St. George, such as the Career Centre, common space and a number of other services. He encouraged members to go through the fee structure online and bring any questions back to CSS or learn more detail at Advisory Groups.

Liza A. continued that CSS is advised by students for budget and programming purposes and she briefly described student funding opportunities (Enhancement Fund, Equity & Community Fund, Campus Life Fund, and Partnership Fund) and showed how everything is connected on an Advisory Committee org chart. Liza A. mentioned that all students sitting on the CSS will be recognized on the CCR as Student Committee member. Finally, Liza A. stated the new CSS website is now and asked all members to go through the online documents, including previous fee management reports, protocols, bylaws and policies. Liza reminded everyone to put all meeting dates in their calendars.

### **Election of Chair**

Liza A. consulted the Bylaws to discuss what the Chair election criteria is. She stated the Director of the Department of Student Life is the acting Chair before one is elected and acts as the chair in the event quorum is not met. The Chair is elected at the first meeting if everyone is in agreement there will be a show of hands instead of secret ballot.

Jessica K. nominated Nicole D. Nicole D. accepted the nomination. There were no other nominations. Nomination was unanimously approved.  
Nicole D. elected as Chair of CSS

### **5. Appointment to Advisory Committee**

AA&CC: Jennifer B. said she needs the VP Academics and one more student, and would like a graduate student.

Athletics & Recreation: Ron C. said made up of student, staff, faculty, alumni and they discuss programs, services, policies, and fees

Enhancement: Liza A. committee looks at funding proposals and makes recommendations. The VP Campus Life sits on the committee.

Bylaws: Liza A. said not necessary since Bylaws were recently changed but will strike a committee if needed.

Student Life: Liza A. 8-10 students on the committee and they discuss anything within the DSL and ISC.

Health & Wellness: Laura B. advisory group is forming now and they discuss operations, quality, initiatives, quality and access to care. She needs 2 students from CSS.

#### **Advisory Committee Members:**

AA&CC: Aakriti K., Thomas W.

Bylaws: Camille G., Yasmin

Finance : Nicole D. (SCSU), Ruxiao T. (SCRC) , Dan-Lee A. (SCAA), Tingting Z. (GSAS)

Athletics: Tameem A

Student Life: Tijuana T. , Glenda O.

Health & Wellness: Muhanad A.

Enhancement: Dan-Lee A., Jessica K. , Tingting Z

### **6. Adjournment**

Moved: Rowshyra C.

Seconded: Jessica K.

Meeting adjourned.