UNIVERSITY OF TORONTO
SCARBOROUGH

Council on Student Services
Minutes of the meeting held on Wednesday, September 20th, 2017
5:00 p.m. – 7:00 pm in room SL232

Members: Desmond P., Liza A., Laura B., Varsha P., Sana S., Christina A., Nana F., Kubra Z., Annie S., Olivia M., Rowshyra C., Makda Y., Adrian F., Ryan A., Andrew D., Aaheli M., Devyani P., Mouly R., Nafisa M., Deena H., Michelle V., Nadia R., Erika L.

Non-Members: Claudia L., Hassan M., Mohsin B., David B., Manjot B., Ruxandra P., Nisbeth A., Zahra V., Tasneem N., Kavita S., Scott M., Kevin T., Megan L.(Secretary)

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1. **Welcome and Introductions**
   Desmond P. welcomed the group and recognized the strong engagement and record attendance of past CSS'. Discussed the different ways for students to engage e.g. advisory committees, and the students' role on CSS as helping to develop and improve the path toward making student services more successful. This year, he looks forward to working together and engaging in good dialogue.
   Liza A. began by explaining she is Chair until a Chair is elected. Also noted she acts as Chair when quorum is not met. Liza followed introductions around the room by stating CSS is where students are listened to regarding what they're looking for.

2. **Approval of Agenda**
   Moved: Kubra Z.
   Seconded: Sana S.

3. **Approval of Minutes**
   Moved: Annie S.
   Seconded: Rowshyra C.

4. **Overview of CSS**
   Liza A. began by explaining where to access the resources (online and hard copies in binder), and budget package. She then discussed the student membership breakdown and the difference between voting and non-voting members. Liza described the purpose of CSS as both student life stewardship (e.g. a forum for discussion, including striking ad hoc committees), and financial stewardship (e.g. approving permanent fee increases), before going through the fee schedule and highlighting some lines as examples. Desmond clarified some of the lines (e.g. AA&CC) are actually funded partly by CSS and partly through the UTSC Operating Budget.
   Kubra Z. asked for clarification re: % of total fee column
   Liza replied it represents the percentage of the total fee
   Desmond added if students contribute a fixed amount each year, as number of students increases, cost actually declines on a per student basis.
   Liza added the Enhancement, Partnership, and Campus Life Funds are all for club initiatives, before explaining the Campus Life Fund in more detail. Liza then discussed the mandate of CSS (advocacy, support experiential learning, empowering students, fee approvals, diversification of services to meet needs), governance structure (from CSS decision through Governing Council and UAB), and funding (SSF, Health & Wellness, Athletics and the vote on all three). Liza described the services funded by CSS, including attributions to St. George. Liza then

reviewed the purpose, structure and organization of the advisory committees. Liza stated that CSS is a recognized position on the CCR. Manjot B. added that this year positions on both the CSS and the advisory committees will be recognized on the CCR.

Sana S. requested that voting members have more time with the budget package before the vote.

Desmond replied the pre-budget meeting is an added feature in CSS to give members the opportunity to discuss the budget package before the vote. Due to tight timelines with governance, it is a challenge but will aim to have the package to members 4 days before pre-budget meeting. He reminded that the pre-budget meeting is not required by CSS, but what is required is to provide the package 5 days before the vote. Providing the package 4 days before the pre-budget meeting means members actually get the package 9 days before required.

Liza added if members don't understand the fee schedule, time can be spent on it before the budget vote.

5. **Update on CSS Membership**

    Liza said changes from Student Affairs restructuring need to be reflected in bylaws. Bylaws committee will need to meet to note restructuring changes in bylaws.

    Desmond provided an example of the restructuring and offered to do a presentation to discuss it further.

    Sana added there are 7 student voting members, but historically there has been difficulty finding a PT student. Student members will bring PT issues to the table but would like this change reflected in the bylaws.

6. **Election of CSS Chair**

    Liza read process of electing a Chair, adding that any voting student member can be Chair.

    Makta Y. nominated Sana S. Sana S. accepted the nomination. There were no other nominations.

    Vote to waive secret ballot.

    Moved: Annie S.

    Seconded: Devyani P.

    Motion to waive secret ballot passed.

    Nomination of Sana S. as Chair was unanimously approved. Sana S. elected CSS Chair.

7. **Overview of COSS and Nomination to COSS**

    Sana S. said any voting member of CSS can be on COSS. Aaheli M. nominated Kubra Z. Kubra accepted the nomination. All in favour. Kubra Z. COSS representative.

8. **Appointment to Advisory Committees**

Finance	AA&CC	Athletics	Enhancement	Bylaws	Student Life	Health & Wellness
Olivia M.	Deena H.	Adrian F.	Annie S.	Nana F.	Makda Y.	Aaheli M.
Rowshyra C.	Aaheli M.	Nana F.	Devyani P.	Annie S.	Andrew D.	Kubra Z.
Sana S.			Ryan A.	Kubra Z.	Christina A.	Ryan A.
Annie S.						Christina A.
Deena H.						Deena H.

All advisory committee appointments approved unanimously.

Liza A. read the land acknowledgement.

9. **Adjournment**

    Moved: Annie S.

    Seconded: Rowshyra C.

    All in favour. Meeting adjourned.