



Graduate Students' Union Executive Reports to General Council September 2016

Andrea Constantino
Academics and Funding Commissioner, Divisions 3&4
May 2nd to September 16 2016

A) Executive Committee and General Council Meetings

- I attended and participated and chaired in the Executive Committee meeting on Wednesday May 4th
- I attended and participated and chaired in the Executive Committee meeting on Tuesday May 10th
- I attended and participated in the Executive Committee meeting on Tuesday May 24th
- I attended and participated in the Executive Visioning and Anti-Oppression training on Tuesday May 31st
- I attended and participated in the Executive Committee meeting on Tuesday June 14th
- I was unable to attend the executive committee meeting on Tuesday June 21st
- I attended and participated in the Executive Committee meeting on Tuesday June 28th
- I attended and participated in the Executive Committee meeting on July 5th
- I attended and participated in the Executive Committee meeting on July 19th
- I attended and participated in Council Meeting July 19th
- I attended and participated in an Executive meeting on Tuesday August 9th.
- I attended and participated in an Executive meeting on Tuesday August 16th.
- I attended and participated and chaired in the Executive Committee meeting on Tuesday August 23rd
- I attended and participated in an Executive meeting on Tuesday August 30th.
- I was absent for academic purposes during the Executive meeting on Tuesday Sept 6th
- I attended and participated in an Executive meeting on Wednesday September 14th

B) Other UTGSU Committee, Levy Group, and Caucus Meeting Highlights

I. Funding Committee Meeting with Faculty of Law Thursday June 2nd

I met with students from the Faculty of Law that are frustrated that their funding package is only for 3 years- despite it being University Policy to fund doctoral degrees for 4 years. We discussed strategies the students could use when discussing this with their department, and I will write a letter to VP Graduate Research inquiring about funding.

II. Funding Committee Student Advocacy Wednesday June 8th

I was recently made aware of an international student who was being forced to work for free to make up for a financial mistake that had been made by the department. The student had come to me after going to her department and finance appeals body. I wrote a letter to the VP Graduate Research, who forwarded this letter to the Vice Dean of Graduate Programs. I met with the Vice Dean to further voice my concerns about the student's condition. The Vice Dean listened, and within the hour, the situation was resolved to the student's satisfaction.

C) University of Toronto Governing Body and Other Meeting Highlights

I. HDI Meeting with CUPE3902 Monday May 16th

The HDI administrator and I met with CUPE3902's Internal Liaison Officer (ILO) to discuss marketing strategies for our health care plans. We discussed easy-to-read infographics, as well as possible website designs to facilitate claims. The GSU will work collaboratively with CUPE3902 to ensure that students are informed about both health care plans and know how to submit claims for both. We are planning a claims submission 'blitz' for May 26th so that students can come and have one-on-one assistance from both the CUPE and GSU HDI administrators to submit their claims.

II. HDI GSU/CUPE3902 Claims Submission Blitz Wednesday June 1st

We had a great turn out of over 30 people to learn how to submit their claims and coordinate their GSU and CUPE3902 benefit plans. We received 95% positive feedback from participants. Furthermore, this event gave GSU and CUPE3902 a chance to meet and discuss marketing strategies for the coming year. At this meeting we decided on a singular submission claims form that both the GSU and CUPE3902 will use to minimize confusion amongst our membership.

III. Pride Picnic

I attended the Apus Pride Picnic on Wednesday July 29th. There was a great turn out and the DJ did a really good job. Our External executive had brought great supplies and had made a nice interactive chalkboard display. Over all it was a great event.

IV. HRS Orientation Assistant Interviews July 18th

I participated in the reading of resumes which were submitted for the position of Orientation assistant. The External Executive and I conducted 6 interviews of the most qualified candidates. The successful candidate was selected through secondary interview with orientation committee.

V. Meeting with Vice Provost Students Wednesday August 10th

I participated in a meeting with Vice Provost Students to discuss the Sexual Violence Prevention Policy and student consultations. The meeting was led by the Finance and

University Governance Executive. The Vice Provost Students agreed to financially support our efforts to host student-led consultations.

D) Other Meetings, Issues, Significant Events and information Highlights

I. Executive Training

Thursday May 5th

I attended an Executive training. The training centered on the Union, The Executive, The University, and Governance Documents such as the UTGSU bylaw, policy, and collective agreement.

II. Meeting with Vice Provost and Dean of Graduate Studies

Wed. May 4th

Academic and Funding Commissioner 1&2, External Commissioner and I met with the Vice Provost, Locke Rowe. Significant gains have been made in our efforts to improve the funding situation for graduate students. An official limit of \$1500 of RA work is the maximum amount of employment income that can contribute to the funding package (after TA hours are complete) in the Faculty of Arts and Science. This is the first time there has been ANY policy limiting the amount of employment income that can contribute to the funding package, and the current practice is to include well above \$3000 of RAships. Furthermore, students in the Faculty of Social work will have to work 105 FEWER hours in their second and third years to receive their stipends, effectively receiving an additional \$3000 in University of Toronto Fellowship that was never offered before. Students in Civil Engineering have also received an increase in stipend- with a \$3000 increase being given specifically to second year Masters' students. We are working with the Faculty of Engineering to raise stipends for all students. Vice-Provost Rowe is working on assembling the funding value and composition data and has promised to have it published on the SGS website. This data is now available for students in the Faculty of Arts and Sciences. More data is expected to be released over the summer.

III. Web Support

I have been overseeing work of our temporary staff in conjunction with our External Executive.

IV. Graduate Professional Development

June 22

I met with a contact at Telus to see if we can arrange a presentation session for PhD candidates looking for employment in industry. The idea here would be for Telus to bring a data analysis exercise that is representative of the work they are looking to hire someone to do. In this way, students will get an idea of what kind of work is available, and Telus is connected with potential future employees.

V. Meeting with Vice Provost Graduate Research

July 8th

I met with the VP Graduate Research to talk about funding issues across departments, as well as discuss the student complaint center protocol. Furthermore, I received updates on the funding data and it is now available online for all departments.

Suzanne Narain
Civics and Environment Commissioner
1 May to 20 September 2015

A) Executive Committee and General Council Meetings

- I attended via phone conference and participated in the Executive Committee Meeting on Wednesday May 4th, 2016.
- I attended and participated in the Executive Committee meeting on Tuesday May 10th.
- I attended and participated in the Executive Committee meeting on Tuesday May 17th.
- I attended and chaired the Executive Committee meeting on Tuesday May 24th, 2016.
- I attended and participated in the Executive Visioning and Anti-Oppression training on Tuesday May 31st, 2016.
- I was unable attend the Executive Committee meeting on Tuesday June 14th, 2016.
- I attended and participated in the Executive Committee meeting on Tuesday June 21st.
- I attended and participated in the Executive Committee meeting on Tuesday June 28th.
- I was unable to attend the Executive Committee meeting on Tuesday July 5th, 2016.
- The Executive Committee meeting on Tuesday July 12th, 2016 was cancelled because we did not have quorum.
- I attended and participated in the Executive meeting on Tuesday July 19th, 2016.
- I attended and participated in the GSU Council Meeting on Tuesday July 19th, 2016.
- I attended and participated in the Executive Committee meeting on Tuesday July 26th.
- I attended and participated in the Executive Committee meeting on Tuesday August 2nd.
- I attended and participated in the Executive Committee meeting on Tuesday August 9th.
- I was unable to attend the Executive Committee meeting on Tuesday August 16th, 2016.
- I attended and participated in the Executive Committee meeting on Tuesday August 23rd.
- I attended and participated in the Executive Committee meeting on Tuesday August 30th.
- No Executive Committee Meeting was held during the week of September 6th due to Orientation Week
- I was unable to attend the Executive Committee meeting on Wednesday September 14th.

B) Other UTGSU Committee, Levy Group, and Caucus Meeting Highlights

I. Defense Committee:

Date: May 2nd-August 22nd

Brief Summary: I have been in communication with legal counsel regarding the Callaghan case, sending over required information and pending documents.

II. OPIRG

Date: August 2nd, 2016

Brief Summary: I submitted an application for a panel during OPIRG's DisOrientation week. The theme this year is: Mapping Resistance. The UTGSU has organized a panel on tuition fee resistance, entitled: Fight the Fees with Your Student Movement. The goal of this panel is to raise awareness of the Fight the Fees Campaign and build student

capacity to get involved. The External Commissioner has also been involved in the planning and execution of this event. Date of event: September 20th, 2016.

III. CESAR's Bike Rave

Date: August 11th- September 15th, 2016

Brief Summary: I have been in communication with the Campaign's Coordinator at Ryerson's CESAR offering support for their DisOrientation Event: Bike Rave Dance Party. This event was raising awareness of bike safety and the necessity of bike lanes in Toronto. The GSU's Pub was reserved to end the Bike Rave and sparklers were purchased for the event.

C) University of Toronto Governing Bodies & Other Engagement Highlights

I. Meeting: Committee Liaison Committee

Date: May 17th, 2016.

Brief Summary: This was an introductory meeting between Benjamin Rich (U of T's Senior Policy Advisor) and UTGSU's External Commissioner, covering projects that the CLC focuses on such as: U of T's Secondary Plan, Student Residences, and landscape/building improvements

II. Meeting: Introductory Meeting with the Office of Vice Provost

Date: Tuesday June 21st, 2016.

Brief Summary: The UTGSU Executive committee attended an introductory meeting with the Office of the Vice-Provost. Each group highlighted their goals for the year.

III. Meeting: APUS Pride Picnic

Date: Wednesday July 29th, 2016

Brief Summary: The External Commissioner and I set up the UTGSU table at the Pride Picnic hosted by APUS. We met several graduate students and members of the other student unions at U of T.

IV. Orientation Committee:

Date: July 25th- September 8th, 2016.

Brief Summary: Internal Commissioner, Finance and University Governance Commissioner, Orientation Assistant and myself met on a regular basis to plan the UTGSU Orientation BBQ and Info Fair. Water bottles and tote bags were ordered for distribution. Unfortunately, I was unable to attend the day of the BBQ due to a serious illness, however, the event was a success and attracted many new and returning graduate students.

D) Other Meetings, Issues, Significant Events and information Highlights

I. Meeting: CFS Skills, May 27-29, 2016th, York University.

Brief Summary: I attended many information sessions on how to organize campaigns, build inclusive student movements and engage members. CFS also provided general information on understanding the post-secondary sector, students' unions and our roles and responsibility within the union

II. Meeting: Jane and Finch Action Against Poverty

Brief Summary: JFAAP is currently working on researching temp agencies across the city and gaining more access the housing stabilization fund. JFAAP is planning an event for the October 1st Day of Action (\$15 and Fairness).

III. Meeting: CFS-O

Thursday August 18th to Sunday August 21st, 2016, York University

Brief Summary: I attended various workshops (ie Fight the Fees), panels (ie. Campus Climate, Community and the Law) and meetings including but not limited to Women's Constituency; Racialized Constituency and Graduate Student Caucus meetings. In the lobby session with, Minister Deb Matthews, I presented on the issue of implementing post-residency fees for graduate students. The National Day of Action was discussed in detail, along with the list of demands. The External Commissioner and I drafted language for the elimination of student debt be included in the list of demands.

**IV. Meeting: Harvesting Freedom Campaign,
August 25th, 2016, Black Creek Community Farm**

Brief Summary: On September 25th there will be a collaborative event by Justicia for Migrant Workers, Black Creek Food Justice Network, Black Creek Community Farm Resident's Council, as a part of the Harvesting Freedom Campaign. The event will feature speakers, performances and a film screening of Migrant Dreams. I offered the GSU to assist with the printing of promotional material. The External Commissioner offered assistance with this task.

V. Issue: Fire-Relief Effort for Migrant Workers

Brief Summary: On July 29th, 2016 a fire destroyed the homes of over 30 migrant farmworkers in Mount Pleasant, Ontario. Due to their precarious status, many did not have bank accounts and all of their savings were also lost in the fire I advocated for a donation to be made from UTGSU. Due to the inactivity of committees, an approval is still pending. Though a clothing drive to support Migrant Workers was promoted through the UTGSU Digest.

Cristina Jaimungal
External Commissioner
1 May to 23 September 2016

A) Executive Committee and General Council Meetings

I attended and participated in the Executive Meetings on the following dates:

- May 4, 2016
- May 10, 2016
- May 24, 2016
- May 31, 2016 (visioning meeting)
- June 14, 2016
- June 21, 2016
- June 28, 2016
- July 5, 2016

- July 19, 2016 *
- August 9, 2016 **
- August 16, 2016
- August 23, 2016
- August 30, 2016
- September 6, 2016
- September 14, 2016

*I also attended and participated in General Council on July 19, 2016.

**Absent

B) Other UTGSU Committee, Levy Group, and Caucus Meeting Highlights

I. Canadian Federation of Students (CFS) Levy Group

May 6-May 8, 2016 (Ontario Executive Meeting)

May 27-May 29, 2016 (CFS Skills)

June 4-June 8, 2016 (National Annual General Meeting-NGM)

July 22, 2016 (National Day of Action Planning Meeting)

July 28, 2015 (Toronto Coalition Meeting)

August 18-August 21, 2016 (Annual General Meeting)

All UTGSU graduate students are members of CFS. We can access services, resources, and working groups that advance the interests of graduate students. The first CFS meetings provided all Ontario External Executives (newly elected and returning) with a broad overview of what CFS is, what CFS does, and how External Executives can help strengthen the collective voice of students at both the provincial and federal levels. There were extensive presentations on CFS campaigns, services, and anti-oppression training. Overall, this initial meeting was effective in building better awareness of CFS resources, campaigns, and collaborative potentials. The other meetings provided members with an opportunity to develop skills and shape the direction of CFS initiatives. The most notable occurred during the NGM, where students made a decisive call to participate in a National Day of Action (NDOA), which will be taking place on November 2nd, 2016. The campaign that will be at the forefront of the NDOA is called "Fight the Fees". An overview can be found below:

Save the Date: National Day of Action (NDOA) | November 2nd

What is Fight the Fees?

Students in Ontario pay the highest tuition fees and graduate with the highest student debt in the country!

Demands

1. Reduction and elimination of all tuition fees
2. Conversion of loans into non-repayable grants
3. Removal of interest from existing student loans

UTGSU Targets

1. + 1000 signatures by Orientation Month
2. + 2000 signatures by the Nov. 2nd

3. + 1500 signatures by April
4. Cumulative Target: 4500 signatures

Toronto Targets

60 000 signatures by end of year

II. Students for Barrier-Free Access (SBA) Levy-Group

June 24, 2016 (SV-Consultation Meeting)

July 13, 2016 (SBA Accessible Computer Lab Proposal)

I attended a meeting along with the Academics 1 and 2 Commissioner hosted by SBA. This meeting brought together representatives from UTM, SCSU, UTSU, and UTGSU to openly discuss where our efforts should be placed to effectively impact the new sexual assault policy. There was unanimous consensus that sexual violence consultations need to be held at all three campus and that these must be an on-going process.

Given that UTGSU members expressed an urgent need to ensure our campus has a fully accessible computer lab, I wrote a letter of support for SBA's grant proposal to the Enabling Accessibility Fund (EAF).

III. School of Graduate Studies (SGS) Orientation & Info Fair

September 6, 2016

I attended, participated, and prepared a speech for SGS Orientation.

IV. UTGSU Orientation BBQ & Info Fair

September 8, 2016

I attended the UTGSU Orientation BBQ & Info Fair, assisting with setup, delivery, BBQ, membership engagement, and clean up.

V. Ontario Public Interest Research Group (OPIRG Toronto) Levy Group

September 20, 2016

I assisted in the planning, communication, logistics, and promotion of UTGSU's Disorientation Panel entitled "Fight the Fees with Your Student Movement. This event was organized in collaboration with the Civics Commissioner, CFS, and OPIRG. Both Executives moderated.

C) University of Toronto Governing Bodies & Other Engagement Highlights

I. Governing Council

June 23, 2016

I attended Governing Council on June 23 and deferred my speaking rights to the Academics and Funding Commissioner (Div. 1 and 2). Despite dissent from UTM, SCSU, and UTGSU, the policy that infringes on student autonomy was passed. Going forward, the UTGSU will continue to advocate against this policy and/or work to make amendments to it so that it is better reflective of all student society voices.

II. Anti-Racism and Cultural Diversity Office (ARCDO) Advisory Committee Meeting

May 12 and September 12

I attended ARCDO Advisory Committee meetings chaired by the VP Human Resources & Equity. The meetings offered an overview of current successful programs such as the Tri-

campus Drop-in Dialogue programs and solicited feedback regarding the equity survey coming into affect this fall. The survey is finalized and all new staff will be required to complete it. The Chair noted that she is especially concerned about the lack of representation of Aboriginal peoples, persons with disability, and Black persons at the levels of staff and faculty. The University is exploring initiatives to address these concerns and UTGSU will continue to offer consultation and feedback.

III. **Anti-Bias Training Focus Group with Tana Turner Consulting**

July 21, 2016

September 23, 2016

I attended and participated in this focus group along with the interim FUG Commissioner, UTM, UTSC, and APUS. The purpose of the meeting was to seek input from students regarding the anti-bias training. In particular, the facilitator asked, "What issues are we concerned about?" and "What would students like to see covered in the training". Summary is below:

Turner Consulting Group will train existing university staff who will then be responsible for training others staff members. The training will be 3 hours in length. The curriculum itself is in progress and will be shaped directly by our collective input. The training also intends to better equip staff with customer service skills. Students expressed concerns about the quality of training that will be delivered and compiled an additional feedback document.

IV. **Community Liaison Committee**

May 16, 2016 (Open House)

June 20, 2016 (CLC Meeting)

I attended and participated the meeting included university stakeholders, community stakeholders, and student stakeholders at both the graduate and undergraduate level. I learned that the new Student Commons is being designed by superkül. Their client is UTSU, not UTGSU. Therefore, graduate students still currently do not have a common area on campus. The UTGSU is interested in exploring available options.

I attended and participated in the U of T Secondary Plan Open House, showcasing an overview of the changing U of T landscape and student body. Click [here](#) to view the posters boards that were showcased.

D) **Other Meetings, Issues, Significant Events and information Highlights**

I. **Pride Picnic**

June 16, 2016 (Planning Session)

June 29, 2016 (Picnic)

I attended and participated in the planning the pride picnic where each member provided an update on logistics. This event is hosted by Association of Part-time Undergraduate Students (APUS) with various kinds of financial and in-kind support from other sponsors such as Students for Barrier Access (SBA) and University of Toronto Scarborough Campus (SCSU), and more. I helped organize and promote the Pride Picnic as well as delivered and coordinated logistics for the UTGSU table.

II. **Hiring Orientation Assistant**

July 18, 2016

UTGSU received approximately 30 applications. The Supervisor and I each chose our top three candidates and interviewed them all on July 18. The Orientation Working Group scheduled another interview round to conduct their final selection.

III. UTGSU Web Support

May 1, 2016-Present

I provided the UTGSU Communications and Events Coordinator Staff (temp) with direction on upcoming tasks for the website and social media. I reviewed the Digest weekly from May 1-July 31, 2016. Please email web@utgsu.ca if you find that information on our website to be inaccurate.

IV. UTGSU Annual Resource Guide

June 23, 2016-July 31, 2016.

I edited the UTGSU ARG (also known as the UTGSU Guide), compiling, organizing, and creating copy where needed. I also served as the liaison between the designer, printer, and UTGSU Executive except for the week of August 8th where the interim Finance and University Governance Commissioner and Executive Assistant helped facilitate communication.

Brienne Berry-Crossfield

Academics and Funding Commissioner 1&2 (May-June 2016)

Interim Finance and University Governance Commissioner (July 2016 to present)

1 May to 5 September 2016

A) Executive Committee and General Council Meetings

- I attended and participated in the Executive Meeting on May 4th
- I chaired the Executive Meeting on May 9th
- I attended and participated in the Executive Meeting on May 17th
- I phoned in to the Executive Meeting on May 23rd
- The Executive Meeting was cancelled on May 31st as the UTGSU Executive did their anti-oppression training and had our visioning meeting.
- The Executive Meeting on June 7th was cancelled due to lack of quorum.
- I attended and participated in the Executive Meeting on June 14th.
- I chaired the Executive Meeting on June 21st.
- I attended and participated in the Executive Meeting on June 28th.
- I attended and participated in the Executive Meeting on July 5th.
- The Executive Meeting on July 12th was cancelled due to lack of quorum and was rescheduled for July 13th.
- I attended and participated in the Executive Meeting on July 19th.
 - I attended and participated in the summer council meeting on July 19th
- I attended and participated in the Executive Meeting on July 26th.
- I chaired the Executive Meeting on August 2nd.
- I attended and participated in the Executive Meeting on August 9th.
- I attended and participated in the Executive Meeting on August 16th.

- I attended and participated in the Executive Meeting on August 23rd.
- I attended and participated in the Executive Meeting on August 30th.
- The Executive Meeting was cancelled on September 5th in favour of going over logistics for the UTGSU Orientation BBQ and Info Fair.

B) Other UTGSU Committee, Levy Group, and Caucus Meeting Highlights

- I. During this summer, I reached out to the Queer Caucus to touch base and offer support after the Pulse Nightclub shooting, as well as later to discuss Queer Orientation, but have not received a response.
- II. I got in touch with the Professional Graduate Students' Caucus - their current chair has graduated and they will be in need of a new chair.
- III. I met with the Advocacy and Volunteer coordinator from Students for Barrier Free Access multiple times over the summer to discuss the Sexual Violence consultations, the draft policy and the need for accessible student-led consultations.
- IV. I was in touch with the Litigation Committee throughout the summer re: UTGSU vs. CFS-N/CFS-O. The Judge delivered his final decision in July and a report has been prepared for Council.
- V. I met with the Finance Committee in August to go over donation requests and discuss the Conference Bursary.

C) University of Toronto Governing Bodies & Other Engagement Highlights

I. Vice Provost and Dean of Graduate Studies

May 4th 2016

The Academics and Funding 3&4, External Commissioner and I met with Vice-Provost and Dean of Graduate Studies to discuss funding transparency for graduate students. There will be a page on the SGS website dedicated to explaining the base funding package and there have been changes made to the funding packages for various programs (such as the Faculty of Social Work) so that graduate students are not penalized for additional work.

II. UT Governing Council

June 23rd 2016

UT Administration chose to pass the Policy on Open, Accessible and Democratic Autonomous Student Organizations. This came out of three years of questionable consultations that were meant to address concerns of the practices of UTSU, yet has been amended to apply to all other student organizations including SCSU, APUS and UTGSU. This policy will allow UT Administration to create an external appeals board to handle internal student union matters that were not able to be "resolved". Representatives from APUS, SCSU, UTMSU, UTSU, myself and the External Commissioner attended and obtained speaking rights to state our position on the policy.

III. Meeting with VP-Provost Students, Director of the Office of the Vice-Provost, and Coordinator of Student Policy Initiatives

August 10th 2016

After the UT Expert Panel's Consultations on the Sexual Violence Policy in June 2016 and additional meetings with the Sexual Violence Coalition, there has been concern that students were not included in *meaningful consultation* in accordance to the regulations outlined in Bill 132. As such, the UTGSU Executive requested support to run accessible consultations for graduate students and allow more opportunities for students to participate in providing feedback on the draft policy before it passes through governance and comes into effect.

We have been given support to run accessible consultations for graduate students, and have set dates to have one on each campus in order to give graduate students an opportunity to participate.

D) Other Meetings, Issues, Significant Events and information Highlights

I. Canadian Federation of Students (CFS)

May 27th - 29th

I attended the Canadian Federation of Students Skills Conference with External Commissioner, Civics and Environment Commissioner and Finance Administrator for professional development.

II. Transitional Year Program

June 1st

I attended a community meeting hosted by current and former students of the Transitional Year Program to discuss the hiring of a new director and future concerns about the state of the program.

III. Expert Panel on the Sexual Violence Policy

June 15th and 16th

I attended two panels to consult with the Expert Panel on the sexual violence policy at the St. George and Scarborough campus.

IV. Anti-Racism Directorate public meeting

July 14th

I attended the Ontario Anti-Racism Directorate public meeting with Premier Kathleen Wynne, MPP Michael Coteau and Mayor John Tory at Daniels' Spectrum.

V. "Anti-bias" Training for Front-line Staff

July 21st

I attended a focus group for student leaders (UTGSU, UTMSU, APUS, SCSU and UTSU) to consult with Tana Turner on "anti-bias" training for front-line staff at the university that was achieved through demands from the Black Liberation Collective. Turner's role is to create programming to be used in training for any staff/administrative member of the University who deals with students. A follow-up meeting with Turner has been scheduled for late September.

VI. Conference Bursary

Multiple meetings

I met multiple times over the summer with the Finance Administrator and Internal Commissioner to finish the pilot program of the UTGSU Conference Bursary. The Finance Committee has prepared a qualitative report to present to Council. As of August 30th, all

cheques have been processed and recipients were sent an email with instructions for pick-up. Currently the application process for this program remains closed and the Finance Committee will be assessing the next step.

VII. Sexual Violence Consultations

The draft Sexual Violence policy was released on September 7th and the first consultation for graduate students is set for September 15th at the Scarborough campus. September 29th will be the final consultation, which will be from 6-8 PM at St. George.

Elizabeth Eng

Executive-At-Large 1 (May 2nd - June 30th 2016)

Internal Commissioner (Acting, July 1st - September 16th 2016)

A) Executive Committee and General Council Meetings

- I prepared the agenda for and attended and participated in the Executive Committee meeting on Tuesday May 10th
- I prepared the agenda, attended and participated in the Executive Committee meeting on Tuesday May 17th
- I prepared the agenda for and attended and participated in the Executive Committee meeting on Tuesday May 24th
- I prepared the agenda for and attended and participated in the Executive Visioning and Anti-Oppression training on Tuesday May 31st. During this meeting we participated in anti-oppression training, team-building and mapped out our goals for our term on the UTGSU Executive Committee.
- I prepared the agenda for and attended and participated in the Executive Committee meeting on Tuesday June 14th
- I prepared the agenda for and attend the executive committee meeting on Tuesday June 21st
- I prepared the agenda for and attended and participated in the Executive Committee meeting on Tuesday June 28th
- I prepared the agenda for and attended and participated in the Executive Committee meeting on July 5th
- I prepared the agenda for the Executive Committee meeting on July 9th, but was away on vacation
- I prepared the agenda for and attended and participated in the Executive Committee meeting on July 19th
- I attended and participated in Council Meeting July 19th
- I prepared the agenda for and attended and participated in an Executive meeting on Tuesday August 9th.
- I prepared the agenda, attended, participated in, and chaired the Executive meeting on Tuesday August 16th.
- I was unable to attend the Executive Committee meeting on Tuesday August 23rd for Academic reasons

- I prepared the agenda for, attended and participated in an Executive meeting on Tuesday August 30th.
- The Executive Meeting on Wednesday September 7th was cancelled.
- I prepared the agenda for, attended, participated in and chaired the Executive meeting on Wednesday September 14th.

B) Other UTGSU Committee, Levy Group, and Caucus Meeting Highlights

I. Conference Bursary Meetings

August 8th, 19th

Upon resignation of the previous Finance and University Governance Commissioner (as EAL, prior to the position being filled by the current Finance and University Governance Commissioner) took on finishing up the process of distributing the conference bursary awards. Met with the Finance Administrator to ensure all successful applicants provided us with proof of attendance at the conference and invoices. Contacted recipients who had not yet provided this information until all the bursaries could be distributed at the end of August.

II. Defense Committee

Have been in touch with the Defense Committee via email to introduce new Executive Liaisons. A new member was appointed at the Summer Council meeting to replace someone who was leaving.

III. Building Management Sub-Committee

Tuesday May 24th

Discussed current situation of the UTGSU at 16 Bancroft. Issues brought to light are the occupancy agreements, 16 Bancroft being an inaccessible building, legal status on the premises. Discussed the need to look into past occupancy agreements and memorandums of understanding with current occupants (Harvest Noon, GSU Pub).

C) University of Toronto Governing Body and Other Meeting Highlights

I. Meeting with Vice Provost Students

Wednesday August 10th

I attended a meeting as a support role with the Vice Provost of Students to discuss the Draft Sexual Violence Policy. The Finance and University Governance lead the discussion and had prepared feedback which was presented to the administration. After discussion, it was agreed that in addition to providing the UTGSU with the draft policy in advance, would agree to funding student-lead consultations, once presented with a budget.

D) Other Meetings, Issues, Significant Events and information Highlights

I. Executive Training

Thursday May 5th

II. Executive Visioning

Tuesday May 31st

I participated in the Executive Visioning and Anti-Oppression training on Tuesday May 31st. During this meeting we participated in anti-oppression training, team building and mapped out our goals for our term on the UTGSU Executive.

III. Transition Meeting

Had a meeting with the outgoing Internal Commissioner to discuss the role, projects they had been working on during their term, receive advice and guidance going into the position. Discussed items that need attention (e.g., restructuring, updating MOAs with levy groups) and where to put focus (E.g., preparing for Council Meetings, preparing Agendas)

IV. Orientation Working Group

Weekly Meetings

Internal Commissioner, Finance and University Governance Commissioner and Civics & Environment Commissioner worked with the Orientation Assistant to plan and execute the UTGSU Orientation Event. The Working Group met weekly in person or by skype to provide updates on the task list prepared by the Finance and University Governance Commissioner based on the last year's report. I prepared agendas and took informal minutes at these meetings. My roles in logistics included booking barbecues, communicating with Campus Events & our building manager (Re: waste, tables etc.), making purchases at Costco for food items. My role during the event was supervising the BBQ and ensuring everything ran smoothly.

V. SGS Orientation

Tuesday September 6th

Internal Commissioner, External Commissioner and Finance and University Governance Commissioner ran the table at SGS Orientation along with the HDI Staff. Handed out totes, water bottles, answered questions about the UTGSU and how to get involved, promoted BBQ. Gave a 10-minute talk to Graduate students about the UTGSU at the MacLeod Auditorium.

Sarah Wheeler

Executive-At-Large 1

August 1st to September 16th 2016

A) Executive Committee and General Council Meetings

- I attended and participated in the Executive Committee meeting on Tue. August 9th.
- I attended and participated in the Executive Committee meeting on Tue. August 16th.
- I attended and participated in the Executive Committee meeting on Tue. August 23rd.
- I was unable to attend the Executive Committee meeting on Tue. August 30th for Academic reasons.
- The Executive Meeting on Wednesday September 7th was cancelled.
- I was unable to attend the Executive Committee meeting on Wednesday September 14th for Academic reasons.

B) Other UTGSU Committee, Levy Group, and Caucus Meeting Highlights

I. Hart House Board of Stewards

I have been confirmed as the UTGSU representation on 2016/2017 Hart House Board of Stewards. Monthly meetings will occur at either the St. George, Mississauga, or Scarborough Campus. Meetings will commence on September 22nd 2016.

II. Grad Life/ Grad Escapes

I have taken on the responsibility of liaison between GradLife, Grad Escapes and the UTGSU.

C) University of Toronto Governing Body and Other Meeting Highlights

D) Other Meetings, Issues, Significant Events and information Highlights

I. Wednesday August 18th 2 Executive Training

I attended one-on-one Executive training with the UTGSU Executive Assistant. Specific training was provided for the role of Executive-at-Large in addition to training regarding The Union, The Executive, The University, and Governance Documents.

II. Orientation Working Group

I reached out to Department coordinators and Student Union representatives to promote attendance at the UTGSU Orientation Event.

I attended the Orientation Working Group Meeting on Wednesday September 7th to provide the Internal Commissioner, Finance and University Governance Commissioner, and Orientation Assistant with assistance during the final stages of preparation for the UTGSU Orientation Event. I reached out to the groups participating in the Information Fair, providing them with necessary information regarding the event.

III. Thursday September 8th UTGSU Orientation Event

I was involved in orchestrating the set up for the UTGSU Orientation Event. I was a contact person for participants in the Information Fair, assisted in organizing volunteers, and ran the BBQ during the event.