Minutes of the 1306th meeting of the Hart House Board of Stewards held on Thursday, April 2nd, 2020 over Zoom video conferencing.

**Present:**
- Mr. John Monahan (Warden)
- Ms. Janelle Joseph (Chair)
- Ms. Beth Ali (Presidential Appointee)
- Ms. Avani Singh (UTSU Appointee)
- Ms. Amy Intrator (Recording Secretary)
- Mr. David Kim (Governing Council Appointee)
- Mr. David Newman (President [ex-officio] Designate)
- Ms. Emily Jin (Steward, Art Committee)
- Ms. Felicia Barber (Steward, Farm Committee)
- Ms. Habon Ali (UTMSU Representative)
- Ms. Hareem Haider (Steward, Theatre Committee)
- Ms. Jenny Blackbird (Presidential Appointee)
- Ms. Kiran Sukdeo (Steward, RA&W Committee)
- Mr. Leonardo Jose Uribe Castano (GSU Appointee)
- Mr. Matthew Lee (Steward, Literary and Library Committee)
- Ms. Melissa Giblon (Steward, Social Justice Committee)
- Mr. Nicolas Sartor Campos (Steward, Finance Committee)
- Mr. Richie Pyne (APUS Appointee)
- Ms. Sanaya Rau (Steward, Debates and Dialogue Committee)
- Ms. Terese Pierre (Steward, Senior Members Committee)

**Guests:**
- Ms. Davina Chan (Senior Director, Marketing, Communications, Information Services)
- Ms. Jenifer Newcombe (Director, Strategic Initiatives)
- Ms. Michelle Brownrigg (Senior Director, Co-curricular Education)
- Mr. Nicolas Mackiewicz (Incoming Chair, Music Committee)
- Ms. Noha Farawi (Incoming UTMSU Vice-President, Equity)
- Ms. Sherry Kulman (Senior Director, Business and Ancillary Operations and Chief Administrative Officer)
- Ms. Suzanne Macintyre (Director, Finance)
- Mr. Tom Moss (Manager, Wellness, Fitness, Recreation)
- Mr. Tyler Riches (Incoming UTSU Vice-President, Public and University Affairs)

**Regrets:**
- Ms. Charlie Jupp-Adams (Steward, Music Committee)
- Ms. Chemi Lhamo (SCSU Representative)
- Mr. J. Luke Kim (Senior Member, RA&W Committee)
The Recording Secretary began by asking the members of the Board of Stewards if they consented to having the meeting recorded to be used for the documenting of the meeting minutes. All stewards approved the request.

The Chair began the meeting with a Statement of Acknowledgement of Traditional Land. The Chair then reminded stewards that this is the final meeting of 2019-20. Members of the 2020-21 Board of Stewards were invited as guests to observe procedures. The Chair then asked all stewards to introduce themselves.

1. Approval of the 1,306th Meeting Agenda

The Chair asked if there were any amendments to be made to the agenda and none were presented. The following motion to approve the Agenda was made by John Monahan, seconded by Avani Singh, and carried unanimously by all present voting members of the Board of Stewards:

THEREFORE, BE IT RESOLVED THAT the April 2nd, 2020, Board of Stewards Meeting Agenda be approved.

2. Approval of the Minutes of the 1305th Meeting

The Chair asked if there were any amendments to be made to the minutes and none were presented. The following motion to approve the minutes of the previous Board of Stewards meeting was made by Hareem Haider, and seconded by Terese Pierre, and carried unanimously by all present voting members of the Board of Stewards:

THEREFORE, BE IT RESOLVED THAT the Minutes of the 1305th meeting be approved as presented.

3. Introduction to the Committee on Budgets (Michelle Brownrigg, Senior Director of Co-Curricular Education)

Michelle Brownrigg (MB) introduced the annual Committee on Budgets (CoB) process, which is a process by which Hart House Student Committees request and receive confirmation of their annual funding. This process is closely aligned with Hart House’s strategic plan and annual business plan.

Registered club programs go through a different process where their proposed activity plan and budget is developed by the Club working alongside its staff advisor and then reviewed by the Director of Finance and the Chief Program Officer.

The CoB is established each year and is comprised of the following members: Two Student Co-Chairs (the Chair of the Finance Committee and one other student), representatives from other
standing committees, and facilitation/support from Hart House’s Chief Program Officer and Director of Finance.

This year the timeline will be adjusted, due to the physical closure of the building, but the process will still include sharing the framework for budget and activity planning, a planning workshop for treasurers and chairs, the presentation and review of budgets, and the review of the submissions. For the full list of CoB milestones, see Appendix A.

John Monahan (JM) added that there are several positions reserved for students on the CoB. MB noted that following the meeting, there would be a communication sent indicating opportunities to join the CoB for those interested.

4. **Motion on the creation of the 2020/21 Committee on Budgets**

With the conclusion of the presentation on the 2020/21 Committee on Budgets, John Monahan introduced the motion to create the 2020/21 Committee on Budgets.

The following motion was made by John Monahan and seconded by Kiran Sukdeo:

> THEREFORE, BE IT RESOLVED THAT the 2020/2021 Committee on Budgets be created.

The Chair asked the Board of Stewards for any discussion related to the motion. There were no questions presented.

The motion was carried unanimously by all present voting members of the Board of Stewards.

5. **Introduction to the University of Toronto Mississauga Student’s Union [UTMSU]**

(Habon Ali, Vice-President Equity, UTMSU, and UTMSU Representative, Board of Stewards)

Habon Ali (HA) introduced the University of Toronto Mississauga Students’ Union (UTMSU), a body that represents over 1400 students across the University of Toronto Mississauga (UTM). The UTMSU supports the various needs of students at UTM. The UTMSU’s activities include campaigns, services, events, and clubs.

HA then detailed some of the campaigns the UTMSU runs each year, including “UTMSU’s Got You,” which brings awareness to all the support the UTMSU offers, including student work positions. The UTMSU is currently the second largest employer on the UTM campus. HA detailed services provided by the UTMSU, including the food centre, which is used by over 200 students and community members. The events UTMSU facilitates each year include Orientation Week, Multicultural Week, and eXperession Against Oppression (which is temporarily on hold due to closures on campus).
The UTMSU supports this various work through commissions, committees, staff members, volunteers, and a very active Board of Directors.

HA concluded by naming the 2019-20 UTMSU executive members. HA noted that Noha Farawi, who was responsible for the Food Centre, will be taking over the position of UTMSU VP Equity. For the full presentation, see Appendix B.

JM commented that those new to the Board of Stewards might not know, but we had to cancel our March meeting that was to be held as UTM. Jessica Rayne, a staff member on Hart House’s Integrated Learning and Community Engagement team, was scheduled to present on Hart House’s work with UTM, as she works on the UTM campus once-a-week. To see Jessica’s presentation, as a resource, please refer to Appendix C.

HA responded that she has worked with Jessica a lot at UTM. HA also thanked MB for her offer to help the UTMSU consider opportunities to run a virtual version of the eXperession Against Oppression event.

6. Committee Presentations

   a) Recreational Athletics and Wellness Committee (Kiran Sukdeo, Steward)

Kiran Sukdeo (KS) began by introducing herself as the Chair of the Recreational Athletics and Wellness Committee (RAWC). KS will be stepping down from the position next year, after serving as Chair for the past two years.

The mandate of RAWC is to create diverse opportunities for students to “learn about, engage in, and develop a love for physical activity and wellness.” KS mentioned that RAWC is trying to take a more holistic approach to “wellness” and diversify their events and offerings to be more inclusive. An example Kiran mentioned of diversified programming is “Fight Like a Girl,” a self-defence workshop for women.

RAWC facilitates several events throughout the year including one-off initiatives, and programming that extends over several days. In September, RAWC hosted the “Bike to Work Challenge,” which was open to faculty, staff and students at all three campuses. In November, RAWC hosted “Wellness Week” which included diverse offerings from a sports injury prevention workshop to a mindful meditation workshop. This year, RAWC also collaborated on a new initiative, the “Afro-Dance Workshops” that were offered during the month of February.

KS highlighted the Indoor Triathlon as one of RAWC’s annual offerings. This year marked the 27th anniversary of the event, which has offers all levels of athletes an opportunity to train in the winter and compete at their own pace. Another major initiative this past year was RAWC’s effort to grow their social media presence. From post-event surveys, a number of participants indicated that RAWC’s social media led them to discover the event. For the full presentation, see Appendix D.
b) Debates and Dialogue Committee (Sanaya Rau, Steward)

Sanaya Rau (SR) began by introducing the mission of the Hart House Debates and Dialogue Committee (HHDDC) as “providing UofT students with opportunities to discover and develop their capacity for leadership, self-expression and communication.” The HHDDC works towards accomplishing this mission through organizing events to discuss important topics of the times, and working with the Debating Club to provide debating opportunities for students. This year, the Committee focused on diversifying their events and engaging students on all three campuses. One of the events this year, “Journalism in the Modern Era,” was held at UTM, and next year, the committee is aiming to collaborate more with UTSC.

SR provided an overview of the many events the HHDDC hosted this year including the panel on student mental health and the Annual Alumni Debate. For the full list of events, see Appendix E.

SR concluded by nothing that the Committee aimed to broaden both the types of events and the speakers involved this year, and they have noted increased diversity in attendees and participants. The next step for the committee is moving forwards different types of events beyond panel format.

The Chair started the question period for both Committee presenters by asking SR how the HHDDC was able to document the reported increase in diversity at events this year.

MB commented that Hart House supports this documentation through our own assessment framework. JM added that Jenifer Newcombe, the Director of Strategic Initiatives, leads assessment for the House and is always open to connect with committees on assessment opportunities.

KS asked the best way to access support for committee collaborations.

MB commented that KS’s approach to the Afro-Dance workshops is a perfect example of how to go about collaboration and outreach.

7. New Business

a. Committees Elections Results (Amy Intrator, Elections Commission)

On behalf of the Elections Commission, Amy Intrator (AI) shared the results from the election for 2020-21 Student Committee Chairs. The Election Commission consists of the Chief Returning Officer (Janelle Joseph, Chair of the Board of Stewards), and two student Deputy Returning Officers (Christina McCallum, Chair of the Literary and Library Committee; and Arielle Zhivko, Chair of the Art Committee). AI support the Election Commission process.

This year elections were held earlier than previous years, in February rather than March, to allow for more transition time between outgoing and incoming Committee Chairs. The elections were
held online through U-Elect on Feb. 26th and 27th and a total of 256 students voted over the two-day period.

The votes were lower than last year (total of 377 votes in the Spring 2019 elections), which could be attributed to the timing of the election after Reading Week.

Student Chairs were elected to all nine student-led committees, and two of the nine committees had multiple candidates. For the full election results, see Appendix F.

8. Warden’s Report

The Warden (JM) began his presentation by announcing that as of March 17th at 11:59pm, Hart House and all other University buildings are closed to the public. For the most updated information on the University response to the COVID-19 situation, please visit the University’s website.

Hart House staff have been working remotely since March 18th, with the exception of a very small number of staff providing essential services in the building. JM directed the Board’s attention to the written summary of departmental highlights that was circulated via email before the meeting. This latest version of the report includes details about how each department is adapting to working remotely during the building closure, and new initiative they are taking on virtually. For the full departmental report, see Appendix G.

Included in the report, are details about the newly launched Virtual Hart House programming. JM invited Michelle Brownrigg (MB), Chief Program Officer, to speak more about this programming. MB started by noting that although many students have left campus, 1/5th of students are still in residence. A Co-Curricular Programming group was launched to bring programmers across all three campuses together to support students and community members through online programming. Hart House is offering online programming across the arts, dialogue, wellness, and recreation. For the full listing of all program offerings visit our Virtual Hart House webpage.

Following this, the Warden provided an update on several broader initiatives and achievements that were not in the report. These included:

i. **Forecasting and Planning**: Hart House is working with the University’s central finance and HR to align with the University’s commitment to pay continuity, which entails “keeping most employees – staff appointed and casual – ‘whole’ for the period of March 14 – April 30.” Most employees will receive pay continuity until April 30 and are expected to continue to work either remotely or in limited circumstances onsite, as previously instructed.
ii. **Hart House 2020/21 Budget**: The 2020/21 budget has now officially approved, as of March 11th when the University Affairs Board, the final approval body, unanimously approved the budget for the upcoming fiscal year.

iii. **Student Awards**: Hart House is pleased to share positive news about our student awards for 2019-20, including both the Hart House Student Awards and the University of Toronto Student Leadership Awards.

The Hart House Awards include both the Audrey Hozack Student Leadership Award, which recognizes outstanding student leadership at Hart House, and the Judi Schwartz Student Memorial Scholarship, which recognizes student leadership through club and committee involvement. The award winners were determined by the Hart House Awards Jury. The recipients of the 2019-20 Hart House Student Awards are as follows:

- **Arwyn Workman-Youmans** (Co-Chair, Music Committee): *Recipient of the 2019-20 Audrey Hozack Student Leadership Award*
- **Felicia Barber** (Co-Chair, Farm Committee): *Recipient of the 2019-20 Judi Schwartz Memorial Scholarship*
- **Nicolas Sartor Campos** (Chair, Finance Committee): *Recipient of the 2019-20 Judi Schwartz Memorial Scholarship*

Hart House is also a nominating division for the University of Toronto Student Leadership Award (now known as the UTSLAs, formerly known as the “Cressy” awards). These leadership awards are administered by the Alumni Relations department of the University and recognize outstanding student leadership within a division or at the University at large. Hart House nominated five students to receive the recognition, and all five were recognized as UTSLA recipients. These students include:

- **Arielle Zhivko** (Chair, Art Committee)
- **Avani Singh** (Co-Chair, Council of Athletics and Recreation)
- **Mika Embury** (Co-Chair, Farm Committee)
- **Navin Kariyawasam** (Equity Officer, Debating Club)
- **Ingrid Lui** (Festival of Dance Student Representative, Theatre Committee)

Congratulations to all award recipients, and thank you all for your contributions to Hart House and the University of Toronto.

iv. **Thank You**: Tonight marks the final meeting of the 2019-20 Board of Stewards. Thank you to all members for their insightful contributions and their participation throughout the
year. As some of Hart House’s most involved stakeholders, we will be in touch in the coming weeks to request your feedback as on our Highly Engaged Student Survey (if applicable) and our planning process for our next 5-year Strategic Plan.

MB added that in terms of good news, Hart House staff member, Zoe Dille, was recently recognized with the 2020 Jill Matus Excellence in Student Services Award. Zoe is the Senior Coordinator of the Integrated Learning and Community Engagement department of Hart House. You can read more about Zoe’s contributions that span many initiatives over several years here.

For the full presentation, please see Appendix H.

9. **Other Business & Announcements**

The Chair asked if there was any other business or announcements to be made and none were presented.

10. **Next Meeting**

The next Board of Stewards meeting will be held in September 2020. More information to follow.

8. **Adjournment**

Motion to adjourn was made by Avani Singh seconded by Nicolas Sartor Campos.

The meeting adjourned at 7:25pm.

__________________________________________  _______________________________________
Chair                                           Recording Secretary
July 14, 2020

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**Appendices:**

Appendix A: Committee on Budgets Presentation (Michelle Brownrigg).
Appendix B: UTMSU Presentation (Habon Ali).

Appendix C: Resource: Hart House and UTM (Jessica Rayne).

Appendix D: Recreational Athletics and Wellness Committee (Kiran Sukdeo).

Appendix E: Debates and Dialogue Committee (Sanaya Rau).

Appendix F: Election Results for 2020-21 Student Chairs (Amy Intrator).
