

SASSH September Board Meeting Minutes

Ciara Rahming (**CR**), Isha Chawdhry (**IC**), Natasha Noto (**NN**), Alexander Zaleski (**AZ**), Thomas Nguyen (**TN**), Ellis Park (**EP**), Marium Khan (**MK**), Melody Schroecker (**MS**), Aisha Zubair (**AIZ**), Sani Bediako (**SB**), Harjas Toor (**HT**), Meia Mathura (**MM**), Angus Li (**AL**), Kashaf Alvi (**KA**), Andrii Shumilin (**AS**), Lucas Paliouras-Loureiro (**LPL**), Sara Xhango (**SX**), Ricardo Valderrama (**RV**)

Late Arrival(s):

Regrets: Thomas Nguyen (**TN**), Harjas Toor (**HT**), Natasha Noto (**NN**)

Chair: Claire Cornacchia (**CC**)

Manager: Josel Angelica Gerardo (**JAG**)

Secretary: Sara Xhango (**SX**)

TABLE OF CONTENTS

Item 0.0 - Welcoming of History Director

Item 1.0 - Call to Order

Item 2.0 - Approval of the Agenda

Item 3.0 - Redbull Meet and Greet

Item 4.0 - Training

Item 5.0 - Metropolitan History Society Proposal [**Presentation**]

Item 5.1 - Metropolitan History Society Proposal [**Question and Discussion Period**]

Item 5.2 - Metropolitan History Society Proposal [**Voting Period**]

Item 6.0 - Women in Law Funding [**Presentation**]

Item 6.1 - Women in Law Funding [**Question and Discussion Period**]

Item 6.2 - Women in Law Funding [**Voting Period**]

Item 7.0 - Workplace Boundaries Discussion [**Presentation**]

Item 7.1 - Workplace Boundaries Discussion [**Question and Discussion Period**]

Item 7.2 - Workplace Boundaries Discussion [**Voting Period**]

Item 8.0 - Financial Updates [**Presentation**]

Item 8.1 - Financial Updates [**Question and Discussion Period**]

Item 9.0 - Board Updates

Item 10.0 - Action Items

Item 11.0 - Adjournment

Item 0.0 - Welcoming of History Director (6:10PM)

JAG: The Recruitment Committee has met, which consists of **RV**, **SX**, **CR**, and **HT** and **AZ** was the successful applicant for the History Director position. We are going to go around the room and we are just going to introduce ourselves; your name, your pronouns, your position, and say something that you really like about SASSH. Can we start to my right with **RV**?

RV: Hey, my name is **RV**, pronouns he/him, I'm in my fourth year of the Politics and Governance program, and I am the President of the SASSH. I love the Board, I love helping students, I love every portfolio, I just love helping people so I do the best I can.

SX: Hey. My name is **SX**, my pronouns are she/her, I'm the Vice President of Operations this year, I'm in my fourth year in Criminology. Something fun I like about the SASSH is all the fun events we hold that provide Faculty of Arts students with a bunch of opportunities.

MM: I'm **MM**, pronouns she/her, I'm in my fourth year in Sociology, I'm the Vice President of Corporate, and what I like about the SASSH is learning about different aspects of the University from a behind the scenes point of view.

SB: Hi, I'm **SB**, my pronouns are she/her, I'm in my fourth year in Sociology, I'm the Director of Sociology, and one thing I really love about SASSH is planning events for students and seeing just how happy they are when everything goes well.

EP: My name is **EP**, I'm the Director of Language and Intercultural Relations, my pronouns are she/her, I like being the link and representation behind LIR and SASSH, I think it's really cool.

LPL: My name is **LPL** but I remember you from Orientation, I'm the VP of Events for the SASSH. I am in my fourth year of Politics and Governance and one thing I like about the SASSH is the team aspect of coming together to make something that is pretty cool and other students enjoy.

CR: I am **CR**, I'm the Director of ACS in my third year, and one thing I like about SASSH is the community.

MS: Hi, I'm **MS**, my pronouns she/her, I'm in the Philosophy program, and my favourite part about the SASSH is meeting good people and doing fun things.

AZ: Hi everyone, I'm **AZ**, second year in History, pronouns he/him. And what I like about SASSH is that I love the idea of being able to advocate for the student body.

BR: I'm **BR**, I'm the Director of Environment and Urban Sustainability for SASSH this year, pronouns she/her, what I like about the SASSH is the dedication to actually enhancing the student experience.

AIZ: Hey, nice to meet you again. My name is **AZ**, I'm the Psychology Director, and what I really like about SASSH is that it is still my school, I feel I'm learning every day as part of the community as well.

AL: Hello, my name is **AL**, he/him pronouns, I am the VP of Community Relations. One of the things I really like about the SASSH is the community, it's my title but I like community, you know? Internally, the Board is like family and friends and I love it. Externally, all the different groups coming together to enhance student life is just amazing.

KA: Hello, my name is **KA**, she/her pronouns, I am the Vice President of Finance. One of my favourite things about SASSH, kind of on theme, is that I really enjoy funding pitches because I get to see what everyone is up to and there are some really cool things going on.

AS: Hi, my name is **AS**, he/him, I'm the VP of Marketing for SASSH this academic year, and my favourite thing is honestly the creative freedom of my role.

MK: Hi, my name is **MK**, I'm this year's Director of Politics and Governance, nice to see you all. I'm going into my fourth year of Politics. My favourite thing about SASSH is the people, I love being able to work with everyone. We have a very well-made dynamic, and that's what I like most.

CC: Thank you everyone. As you may have seen, **JAG** gave you all a little 'unstoppable' keychain. It's a reminder that you are unstoppable and a good way to start the school year. My favourite thing about the SASSH is that you kept me as Chair for a second year, thank you for that! Welcome, **AZ**, to the Board.

Item 1.0 - Call to Order (6:15PM)

CC: And we are at quorum so we'll get started. Welcome to the September Board Meeting, so exciting. I see some new faces in the room so for those who don't know me, my name is **CC** and I am the Chair of the SASSH Board. As a reminder, as Chair I'm just here to make sure that the meeting runs smoothly and fairly for yourselves and any presenters that we have. I'm not a voting member, and I will not be giving my two cents about anything ever on the agenda, if it is not a part of Robert's Rules. Really just here to make sure that you guys are respected and respectful. With that, we can go ahead and call the meeting to order today. The first thing we are going to do is the approval of the agenda. Do I have any flags about the agenda?

MM: Item 3.0 needs to be striked.

CC: We are going to strike the RedBull Meet and Greet? Okay. All those in favour to approve the agenda and the removal of the RedBull Meet and Greet from today's agenda. Please raise your hand and keep it raised. The first item on the Agenda is a welcoming of the new History Director so I will turn it over to **JAG** for that.

Item 2.0 - Approval of the Agenda (6:18PM)

Motioned by: CC Moved by: MM
In Favour: 13 Against: 0 Abstentions: 0

Item 4.0 - Training (6:20PM)

JAG: Hi everyone. This is one of many Board Trainings we have and I am doing this with **Megan** and we are going to be talking about the role of a Board, coaching for Directors. This goes more in depth from our Retreat training, we go

into responsibilities and benefits. This is mostly for **AZ**, my name is **JAG**, my pronouns are she/they, and I am the Manager of Student and Alumni Experience and Engagement. I did graduate from POG, I do love POG and I think it's a great program but I love all programs, special shoutout to LIR and ACS sorry. This is my main contact email. I will pass it off to **Megan**.

Megan MacLennan: Hi folks, nice to see you again. I think I know a lot of you already but some of you are newer faces so, I'm **Megan**. I use she/her pronouns, and I am a Career Education Specialist, specifically aligned with the Faculty of Arts. I work at the Career Co-Op and Student Success Centre and I graduated from Brock University in 2019 with a degree in Labour Studies, so proud Arts grad myself. I am the only non-SASSH person here in this room apparently. You can always send me an email if you want to chat about collaborations or want personal career or job search support for yourself as well.

JAG: If you look to the window side over here, these are amazing SASSH Alumni. This special Board Training shows you how far you can get in your life and career because of your involvement and dedication to the community, and something special about SASSH is that we stay very well connected. I requested their presence about a week ago and they responded within seconds. You will get to talk to them later during our coffee chat AMA sessions. This is the Agenda, part one is all about roles and responsibilities, understanding the commitment, and something new is emotional intelligence.

Megan MacLennan: Part two. I know we have done some foundational work on transferable skills but we are going to do a really quick refresh on that. We are mostly going to be focusing on coffee chats and getting some advice from SASSH alum and then talking about some options for CC&SS collabs for you all.

JAG: What is a Director on a Board of Directors? Trick question, that's you as an Executive or Director. The role of a Board. What is a Board of Directors in the nonprofit sector? Part of your role is to take legal or fiscal responsibility for the governance of the organization, holding the organization accountable to stakeholders. Developing, implementing, and monitoring policies to allow their organization to carry out its work. In this case, because it is a non-profit sector, Directors are volunteer based. Whether that is nonprofit or private, the duties of the Board are legal, financial, and governmental in nature and always acting in the best interest of the membership. The responsibilities of being on a Board and understanding the commitment. What do you consider to be acting in the best interest of the membership?

SB: Making sure we hold everyone accountable to putting Faculty of Arts students before anything else and making sure everything we do aligns with our values.

AZ: Transparency so students know what is going on behind the scenes.

MK: I think boundaries are also something for amongst ourselves but students as well.

JAG: We are going to go through a few categories and how to act in the best interest of the membership. The first one is fiduciary. It includes attending Board Meetings regularly and coming prepared, which all of you have done today so thank you for your attendance. Asking questions when not understanding something. I think it's always good to ask rather than assume, I believe there's no such thing as a stupid question. Disclosing and avoiding any personal conflicts of interest. I know a lot of you have friends in the Faculty of Arts and across TMU so it is very important that you stay neutral, especially when making decisions on the Board. Following the organization's mission policies and financial legal obligations. This year we are transitioning a couple 1,000\$ from our cost centre to a bank account, that holds a lot

of responsibility financially and legally so it is up to you to make sure that the Finance Team is being held accountable for their actions. We need to make sure you are focused and driven when it comes to decision making based on your mission. Ensuring all decisions support the organization's mission and values, focusing on the long-term success and sustainability of the organization and avoiding making decisions based on personal agendas or external pressures. I would like to emphasize the long-term success, SASSH has been going on for quite some time but the only reason we have gone this long is because each year the Board of Directors make sure that there is long-term success, the people on your left are a testament to that success. Next set of categories. Listening to the membership. Actively seeking out input from the members and stakeholders, considering how Board decisions will impact all types of members. Advocating for decisions that serve the Board and diverse interests of the membership. Transparency and accountability. Supporting clear and open communication between the members about key decisions, ensuring financial information and Board decisions are documented and accessible in holding each other accountable to ethical standards. A few more includes equity and inclusion, considering whether decisions equitably support underrepresented and marginalized members, and supporting inclusive practices in leadership, programming, and outreach. It's very important when you are looking at your events and when you are looking at various funding pitches that you are making sure you are prioritizing and ensuring that there has been an equitable set of decision making throughout all of that. I think one of the most important ones is definitely still financial stewardship. Helping ensure the organization remains financially sustainable. **AZ** is going to learn this shortly but SASSH is very privileged in holding hundreds of thousands of dollars within its budget and that is a lot of responsibility, especially in times like we currently have across the world so it is very important that we are holding each other accountable when it comes to using that money for good. Reviewing financial statements and budgets carefully. All of you have your own set of budgets, as Executives and Co-Chairs, and that making sure that you are following that accordingly and if not, you can reach out to **KA** who can help you along the way. Supporting fundraising and resource development aligned with member needs. We do have quite a few donors that we're connected with such as the Saleh Family and Alterna Funds so we want to make sure that we are serving them well. Continuous improvements, participating in Board dTraining and development opportunities. Supporting regular assessment of Board performance and organizational impact and encouraging strategic planning with clear goals and member focused outcomes. For today, we are actually going to do all of these. You are already participating in this Board training. I would say you could never have too many trainings, even at top Executive levels of top banks across the world they still require Executive training because there is no such thing as being a perfect person. When it comes to regular assessment of Board performance, as Manager I provide an evaluation performance at the end of each term. It will begin in the Fall and then another one in the Winter. Today to end this whole training, we are going to be continuing our strategic planning with clear goals and member focused outcomes. This is where your SASSH alumni can come in and support you along the way, this is my priority for all of you. Board Members' role is governance and not customer service. This aligns with what **MK** said earlier about boundaries. You have to prioritize the organization's mission and the collective good instead of over individual approval. Understanding that disagreement is not disloyalty. Having respectful dissent actually improves decisions, don't say yes to avoid discomfort. Speak up when something needs to be questioned, accepting that some decisions will be unpopular but some things are necessary for long-term organizational health. Holding each other accountable even when it's awkward or uncomfortable, and remember, being liked is not the same as being effective. Before voting or making a big decision, you have to ask yourself, does this action serve the mission and genuinely benefit our members both now and in the future even if it's not the easiest or most popular choice? You are governing, leading, advocating, recruiting, supporting, and planning. All of you contribute to the organization simply by bringing your own set of skills and experiences. Now some about my role as Manager. Training and mentorship, advice and support, ensuring student accountability, supervision over policy, and fiscal responsibility, support with navigating university systems, and, I think most importantly, is aiding in a future opportunity, such as references or recommendations, etc. But I do not take references and recommendations lightly, because if you do refer or recommend someone and that person does

not do well, that reflects on you. I'll only give references and recommendations to those who ask and those who I believe deserve it. You have to work hard for those recommendations and references. You will be evaluated on your performance each semester. The more you put in, the more you get out of the experience and the more you get out of this experience, the more it can help you in the future. SASSH alumni for example. Treat me like how you would treat any other workplace Manager. I am very friendly and my door is literally open all the time but at the end of the day, I am still your Manager. SASSH is also funding the role of the Finance Assistant. SASSH is privileged enough to be able to fund an entire part-time staff here in the Faculty of Arts. They are singlehandedly supporting the Finance Team and I. They assist in the preparation of organizational budget documents, reports, and record keeping. They monitor and maintain organizational budgets, accounts, and expenses. They provide financial services and information. They assist in the financial administrative duties as needed, and they report to me. You can find them at POD344K, you can ask them any budget questions, and they currently are a TRSM student studying accounting so they are actually very knowledgeable about finances. Can anyone tell me what emotional intelligence is?

SB: It's basically the act of being intelligent with your emotions. An example would be if you are sharing something with someone being open to receiving that kind of thing and also really listening as that's one thing people struggle with so listen to what people are saying before you reply in wanting to understand someone. That's emotional intelligence.

AL: I would say that emotional intelligence is being able to read the room in a sense, colloquially. Being able to look at the situation at hand. If a person is stressed, I don't think it's a good idea to add more stress or talk about a stressful situation. At that timeframe, maybe when a person is more relaxed and in a better, different environment, to share something more stressful, rather than, you know, in a stressful situation.

JAG: Okay, great. This is more of the dictionary description, but I think what **SB** and **AL** said summarized it very well, but emotional intelligence is the ability to perceive, understand, manage, and use one's own emotions and those of others. Why do you think this is important?

MK: So that you can disagree with people and things. Um, it's important to not let it affect the way you view them and the way you view yourself in those specific situations. I think that's totally one of the most, um, important moments where it kind of comes in handy.

EP: Yeah. Just to add on to what MK said, I think obviously everyone has their own emotions and in trying to portray objectivity, sometimes that just tramples other people's feelings. I think being emotionally intelligent is being accepting of other people's feelings and your own, and then using that as stepping stones to move forward.

JAG: We are going to watch a short video. **Dr. Daniel** is one of the pioneers in emotional intelligence research. They can tell us a little bit more about how he thought about this and a little background.

Video: You know how it changed your perceptions and your thoughts and your impulse to act. We find in our research that people know and self awareness are unable to develop strengths very well in other parts of emotional intelligence. People are high in self awareness, however, are able to develop excellence across the board. Self management means when you're upset, when you're angry, when you're anxious, can you manage your emotions? Can you keep them from disrupting your focus on what you have to do right now? We're having one instance of road rage, shootings, people blowing up at other people. There's a growing need for people in general to get better in this ability. The third part is social awareness, which, in one sense, means practising empathy. You not only know how a person

thinks and how you feel, you care about, this is what you want in your parents. This is what you want in your spouse. This is what you want in your lover. This is what you want in your friends. And this is what you want, and your teachers, doctors, leaders, many kinds, people who are influenced. The first part of emotional intelligence is relationship management. Can you handle conflicts well? Can you keep yourself calm and listen to the other person? Are you an effective communicator? Full rapport means that you feel close, you feel you can work with this person, you can trust them. Unlike IQ, barely fight over the course of our life. Emotional intelligence can change. Just learn and learnable. And it's learned and learnable at any point in life. Emotionally intelligence is not one thing. It's like going to a doctor for a physical, you get your lipids, your good cholesterol, backlusters. You get 15 data points. Emotional intelligence is a set of abilities, and each of us has strengths and limitations across that spectrum. So if you want to improve your emotional intelligence, see where you need to improve first. One of the common colds of emotional intelligence is poor listening. You know, we think about what we want to say, and we don't really listen. You know, the person, we cut them off, we interrupt. Let's say you wanted to change that. This is a basic of empathy, listening well. So if you want to learn to be better at empathy, you might say, my habit, not give a thousand times, this kind of person often interrupts, I'm gonna make the effort to do it differently. I'm gonna listen to the person out, say what I think, between me, and then say what I think. That is a different behaviour, secrets, and it comes down to the basics of what we call neuroplasticity, how the brain changes with repeated experience, and that's what underlies habit change. It's a little, like, crossing your arms in a new way, crossing your arms in the old way. Please. Now cross it with the other arm on top. Now, that feels uncomfortable. That's what it's like to change a habit.

JAG: It's a really great video if you want to watch it further, I think it's something you can watch on YouTube. It's only 11 minutes long, I know it's not as short as a TikTok but it's fine. I think it was actually very helpful. These are some practises of vacant emotional intelligence. Under self-awareness is when you suppress your feelings. You kind of bottle it up and you are not able to share that very well. Next is under self-management and unwanted outbursts. Next is relationship awareness. Um, anger being misdirected, or feelings being mismatched with achievements. I think one thing that I really try to make sure that all you folks are aware of is how much work all of you are doing and I think that's why it's very important that you validate each other's work and you help each other along the way. Then, relationship management is being persistent when it comes to your emotions or about your workload. I think you need to really be able to manage your emotions well. These are some self-practices of emotional intelligence. So under self-awareness, identify your feelings and speak about them, whether to your friend, to your peers, to your mom, to your parents, to your sister, siblings. It really helps when you allow yourself to feel your emotions. Next is recognizing that emotion is part of decision making. Students will come up to you and ask you for money, and that is a lot of emotions, and it's totally okay that you feel them. Separating yourself from others is very important and that leads to self-management, knowing how and when to express emotion. When students come here for a funding pitch and you really don't like what they're presenting, you're like, oh, that does not make sense. Maybe take a five second breath and then acknowledge them. Then you can express that maybe after the Board Meeting and perhaps not in front of the student presenting. Being responsible and taking ownership of your feelings. Understanding that you can feel emotions and it's okay to feel sad or happy. TMU is really great because we do have free counselling services for students. If you want to go to therapy and you need a referral, I'm always happy to do that. You can also come to the counseling centre yourselves. They're very accommodating to make sure that you do have the wellness and mental health support that you need. These are the social practices of emotional intelligence. Again, under relationship awareness. Noticing how your team functions. Let's say someone is down, maybe checking in on them, checking up and asking them how they are, or if they want to be left alone and they want to decompress, understanding and acknowledging that. Being responsible and respectful of others' feelings. You work in a very tight space and in stressful situations. You are doing SASSH on top of your work, on top of your school, on top of your other personal commitments. It's very important that you are all very respectful of each other's feelings. You do not know what is

happening in their personal lives and it's very important to always acknowledge that. Anger towards your team is rarely helpful. I would say not even helpful at all. I think we can perhaps use anger at something else, or we can even kind of like categorize anger as another type of emotion, but anger towards your team is rarely helpful because all of you are working towards the same goal and you just always need to remember that. Relationship management. Look or listen for unsaid messages or lessons. I think the benefit of a Liberal Arts degree is that you are able to look out for that. You learn about this in your classes, whether that's through theories or any other types of Liberal Arts classes. Ensuring that emotions and feelings are not ignored, that's very important. And then, as I have bolded, underlined, and italicized here, listen, listen again, listen more. And never stop listening. Whether that's with each other, with your peers, with your colleagues, with any other folks, it is very important to listen. Benefits of being on a Board. You build your network and meet new people. You also contribute your skills and experiences towards a cause you care about. All of you care really deeply about making a difference in the Faculty of Arts. Strengthening your essential skills, what are those hard skills for soft skills, there are always lots of skills for you to learn here. Demonstrating responsibility and trustworthiness through fiduciary? Yes, that duty is legal responsibility. It's very important that you trust your team. Trust that someone, that's an Executive or Director is going to make what they have said happen. Sometimes it may take slow, sometimes people procrastinate, but just trust that they are able to make it work. Another part of trust is checking in on them, I think that's very important. Most important, SASSH has been running for quite some time now and you are contributing to that amazing organization. I am going to pass it now to **Megan**.

Megan MacLennan: Like I said, we are building on some past sessions for those of you who are at the Leadership Conference. I think there's some new faces as well. What I will encourage you, which I said last time, if you have heard about transferable skills before and you're like, I don't need to listen to this, let me zone out, let me do something else, I would encourage you to still pay attention and see if you can find a fresh perspective or some kind of connection back to you. Transferable skills are essentially the skills, talents, and abilities that you gain from one context and can bring with you to another. So say, for example, if anyone here worked in customer service or retail, okay, where, who wants to share? Yes.

AZ: I worked at Staples for a year.

Megan MacLennan: Okay. What did you do at Staples? Sounds exciting.

AZ: Thank you, yeah. Well, there were a lot of customer service aspects to it. A lot of, uh, communicating between coworkers, uh, lifting a lot. Um, but a lot of it had to do with communication and trying to, uh, build up the brand almost.

Megan MacLennan: Yeah, and would you agree that those are skills you could bring with you elsewhere? Like, Sash, for example?

AZ: Of course, communication.

Megan MacLennan: Yeah, exactly. So I think reflecting it, especially on your experience in SASSH and the skills that you are gaining, those essential skills as JAG talked about, that are really crucial in this age to have, emotional intelligence, for example, those really human skills that set us apart as Liberal Arts students, especially in the age of technology, AI, all of these things so I think it's really important to reflect on the skills you're developing and how you can kind of articulate those as well. So let's look through job description for Director. I'll let you take a moment to kind

of read through some responsibilities and duties. And then let me know. What do you think are some skills associated with these responsibilities and duties, transferrable skills? Hey. Hi. What do we think?

EP: Overseeing presentations and voting matters.

Megan MacLennan: I'm going to go even deeper, what skills are required for that task?

EP: Critical thinking, maybe some mental math depending on the budgeting, analyzing and critiquing sometimes what the offer or request is.

AL: Good PR which is understanding and professional communication, knowing how to work things properly for the right audience, and not saying anything negative when you're not supposed to.

Megan MacLennan: Here are some transferable skills, you hit on a lot of them. Project management is a likely skill that you're gaining which is really important for future opportunities you are applying to. Knowing how to set goals, how to work in a team, create a workback plan, time management, communication skills is really at the core of everything that you're doing every day for SASSH, whether that's verbal or written, problem solving, relationship building, with stuff, Faculty, your fears, etc. Okay, a few more responsibilities. Chairing a committee, speaking at program /court union events, and taking part in funding committee meetings. What are some skills? Associated with these. **LPL?**

LPL: Communication and leadership?

Megan MacLennan: Yep.

MK: I was going to say presentation skills?

Megan MacLennan: Lifelong learning is another one, right? Which **JAG** had kind of talked about as well. Change management, facilitation, time and task management. Being aware that as you go through your experiences, SASSH, your academics, everything, you're developing skills that are really important. Tip alerts, I share this every time I'm a hypocrite. I don't do this for myself, but I talk about it constantly. Keep an active inventory of what you are doing, including your tasks, your accomplishments, and write down the numbers. Why on earth am I telling you to do this? Why is this important?

SB: It's important because it's good to have a lookback schedule, one in case anything happens in the future and you want to have records but also it helps keep things organized and in place so you know where to fix and where to start and things like that.

Megan MacLennan: That very practical element can help keep you on track? Thank you. I'll go to **AIZ** and then **AL**.

AL: I feel like it would be useful for future Directors and Executives. I know that the previous, like, director before me, she had all of her stuff like that set very well, so when I jumped into the role, it was really easy for me. I would say it's good for, also, resume writing. Considering a lot of employees want quantifiable numbers. As well as, like, different tasks that kind of expose evidence to what you did.

Megan MacLennan: When it comes to resume, cover letter, interviews, whatever it is, having access to these metrics or numbers can be really helpful because employers really do value having those numbers. I think we get very busy sometimes and just zoom through life. We zoom through our Undergrad, whatever it is, and you look back, and you're like, what did I do? What did I accomplish? So I would always recommend, and maybe I will try to do this for myself, putting in like a calendar reminder, right? Maybe once a quarter or once a month to update this document. You make sure you're not forgetting to write anything down. Metrics can mean frequency and increase of something, a certain number of students attended an event. If you're doing something for social media engagement, maybe you're tracking those numbers. But that could be things like skills you've gained, initiatives, policies that you've reviewed, keeping track of all of these things is really helpful. And then of course, like I said, applying these skills across different contexts, such as job search, grad school apps, networking, interviews, resume, cover letter, it's really really important. Okay, so now we're gonna move on to the fun piece that we've all been waiting for. So, I will get you to, I don't know, do you have some handouts as well? Yes. Okay, perfect. So we have set some pre-made groups that will be on the sheet. that we're handing around now. We're gonna give you about 15 minutes or so, and we'll see if we need more time. What we want to do is do, like, a little coffee chat with a SASSH alum. There's some sample questions there around the types of questions you might want to ask. Although, if there's other things you're curious about, you can freestyle it as well. And take notes on what you're learning as well. Does anyone have any questions about this activity?

JAG: Can you folks come up here and introduce yourself? Say your name, your pronouns, where you graduated from, former titles, and where you are now.

CC: Hi again. **CC.** Current Board Chair, previous volunteer, ACS Director, Vice President of Events, and was President 2021-2022. I graduated from the ACS program. Currently in my spare time, I chair the Board for you folks once a month but in my not spare time, I am an Economic Policy Analyst at Indigenous Services Canada. Been there for just over a year and a half. I told you that my favourite thing about SASSH is that you kept me back as Chair for another year.

Natasha Chawdhry: Hi everyone, my name is **Natasha**, my pronouns are she/her, I'm currently serving as Undergraduate Program Administrator for the Psychology Department. I used to be on the SASSH as well as Vice President of Operations. What I love about SASSH is the community that I built in my Undergraduate program followed me throughout my adult years as well and they happen to be some of my closest friends now. My colleagues, my network, my references have gotten me my job that I have now as well as all of the jobs that I have had in my career so far. That's me.

Sam Dano: Hey everyone, my name is **Sam**, pronouns he/him, I graduated from the Criminology program in 2024. I'm in Law School now so that's very exciting. I was previously a President and I really do love SASSH for the community that it brought. You can always count on folks being on campus and having at least one other person there at night.

Johannah Alilio: Hi everyone, my name is **Johannah**, I use she/her pronouns. When I was a part of SASSH, I was part of the first ever First Year Committee, then I was the English Director, and then I served as President. I graduated from the English program in 2024 and right now I work in the Career Co-Op and Student Success Centre as a Student Success Navigator. A lot of words so if you want to know more about what I do now, let me know. My favourite thing about SASSH is getting to see the growth in myself and the people around me. Some people here I've known since I was their Director/Chair for the First Year Committee and now they are holding Executive roles and it's really cool to see. I think my favourite part of SASSH is seeing that growth and now being here and getting to see that.

Biancka Pragash: Hi everyone, my name is **Biancka**, my pronouns are she/her. On the SASSH, I was EUS Director, SPROUT Co-Chair, and then President. One of my favourite things about SASSH would be seeing all the initiatives that came into fruition, especially during my Board. I am a Sustainable Neighbourhoods Coordinator with the Credit Valley Conservation.

Apharnaa Sunthananthan: My name is **Apharnaa**, my pronouns are she/her, I graduated from the English program in 2024. I just graduated with my Bachelor of Education from Queen's University in 2025. I'm currently working as a Teacher with the Durham District School Board. When I was on SASSH, I think my favourite thing was getting to work on a project that I was really passionate about. That year, I was the Chair of Grants.

Megan MacLennan: How did it go? What did we learn? What were some key takeaways from the conversations that you had?

SB: To put ourselves out there and to learn how to get out of our comfort zone and make those connections.

AL: Mine was mostly validation that I'm doing things right. The previous question that I asked was how should the relationship between me and my Co-Chair be when it comes to assigning roles, how do we collaborate on decision making or what to do. The advice I was given was to make a big list and collaborate on how we want to process the timeline, what smaller tasks to break it up into, and translate that into when we want to do it, how we want to do it, and turn around times for those things.

Megan MacLennan: Did anyone chat about the first question around dealing with conflict or different perspectives? I know it's a lot easier to talk about.

MM: I took notes. It's three main things. Remember that you are not going to like everyone but you're still going to have to work with them. You should understand when you should put your feelings aside and just get work done so that you can meet deadlines. Remember that everyone is still learning and growing. Remember that you all have a common goal.

Megan MacLennan: I think that ties back into the emotional intelligence piece earlier.

AIZ: We kind of talked about conflict within ourselves. Having a good work/life balance because in a sense it's very much a job but also remembering that health is wealth and focusing on if you can't do something or if you feel like you are taking on too much, just openly communicate about it and let everyone know.

Megan MacLennan: Kind of taking on that personal responsibility as well. I know some of you were writing the notes as you went along but if you didn't make sure you do fill in those notes in the Google Doc as well.

SB: We talked about always listening to the person and always communicating and not just rushing out. **AS** was doing a great thing where he said trying to understand before trying to be understood.

Megan MacLennan: Going into it with the best assumptions and best intentions, I think sometimes we can go into a conversation expecting a certain outcome or seeking someone through a certain lens if you are frustrated with them or

you are expecting an interaction to go a certain way, etc. Having assumed the best when you are going into interactions can be helpful. Any final last things that we want to share? Words of wisdom?

EP: I'll just say quickly, **Apharnaa** gave us a lot of good advice. One thing I'll just say is you talked a lot about keeping the momentum and staying busy, but also taking care of yourself and leveraging your connections and keeping yourself fueled so you can do more.

Megan MacLennan: Super important. Okay, wonderful. Thank you, everyone. So I want you to reflect on what is one goal you have for yourself throughout this time, this year in SASSH. Think about what skills will be required to get there and then I want you to set some action steps that you can take. Um, so this will be important to kind of look back on, and also for **JAG** to have, for example, so she can figure out how she can support you in that process as well. Who wants to share their goals, put them into existence?

AIZ: I want to do three or four IDEA Committee events that are empowering and informative for a Semester. I also want to build a better bridge between the Psychology department.

AL: I think one of the goals I wrote down was boundaries because this is something that I want to develop after I graduate especially when I have work, employment, etc. Knowing when to make boundaries and how to make them is a goal that I really want to make. Some of the things that I wanted and how I'm going to implement them was patience and kindness to myself because there are times where it is not going to work out.

Megan MacLennan: Is there any way, like, anyone in this room could support you with that goal? **JAG** or anyone else?

AL: I feel like every other day I have been having a one-on-one with **JAG**.

Megan MacLennan: The reason I ask you to share your goals with others and work collectively to support each other in your goals. You have people who are similarly driven and wanting to see you succeed so support others in achieving their goals and share your goals with others. Just some questions for reflection. You don't have to answer them now but thinking about how you can stay accountable and follow through on the goals you set so you don't just do this activity today and then completely forget about it. Then again, thinking about how you can work with each other in achieving those goals so maybe seeing what your peers wrote down and potentially bringing it up in conversation or I would love to support them with. Finally Career Co-Op and Student Success Centre collabs. You can be the bridge between us, the Career Education Specialists for Arts, and the different Course Unions in terms of events for example. I'm happy to support with career related events and initiatives so by guest speaking, I can do some consulting around panelists for example, for anything career related. Plan ahead and together when possible, I would prefer to not get an ask one or two weeks before an event just because the schedule is quite busy, just give me some time in advance. There's my contact details again. Does anyone have any questions? We have to collect feedback on everything that we do because I want to but also because the institution we need to report on things so if you could take some time to scan the QR code and let us know what you thought of today's workshop, we really appreciate it.

CC: How is everybody feeling? Great? Fantastic. We have some pretty crazy voting matters next. We are also behind schedule so I am going to do my best to keep us as close to your schedule as possible. Thank you again to **Josel** and **Megan** for the training and presentation, always important stuff and everything they said you will need when you finish school and have a full-time job one day as well. Definitely listen, take notes, and take your goals very seriously.

Next, we have a funding proposal from the Metropolitan History Society for Endnote. I believe our friends are joining us virtually, right? So we'll let them in and folks take a second to open up any of the materials that may have been shared with you beforehand. Hello MHS, I'm **Claire**. I'm the voice from the beyond and Chairing this Board Meeting for you all today. I think I've met some of you before? Yes, okay. You folks will have about 10 minutes to present today. That will be followed by a question period with the SASSH Board to ask any questions they might have about your proposal and then you will be free to go and enjoy the rest of your Tuesday evening while the board deliberates. Does that sound good? I'll pass the floor over to you.

Item 5.0 - Metropolitan History Society Proposal [Presentation] (7:09PM)

Lisa-Marie Tontodonati: Hi, we're from the MHS and we're here to pitch the Endnote to the Board. The Endnote is TMU's only Undergraduate History Journal that is run by students and for students. My name is **Lisa-marie**, I'm the Vice President of Equity, Diversity, and Inclusion on the MHS.

Alex Fahmi: I'm **Alex**. I am the Deputy of Equity, Diversity, and Inclusion for the MHS. About the Endnote, the Endnote Undergraduate Journal is a history focused journal run for students by students. It was launched in 2023 and was a huge success and in 2024 the second edition of the journal was brought into MHS' portfolio, ran for a 2nd year with a print edition in symposium just like the first year. In 2025, the Endnote Journal sets 3rd and largest volume yet and had its largest symposium attendance to date which is really exciting. This year, our vision is through the journals, we made a great success and an opportunity for students across the Faculty of Arts, honouring its legacy and including the Faculty of Arts community. We have a few goals here at Endnote. The first being academia. Endnote presents a really exciting academic opportunity for Faculty of Arts students, this is often an Undergrad student's first chance to be published, first time being published, and first time presenting in a big symposium or conference setting. Some other students choose to pursue a career in academia, go to Grad School, or straight into the workforce, publishing in the Endnote is a really great way to demonstrate academic excellence and high-level engagement with secondary sources. That ties into the next point of critical engagement. The Endnote encourages critical engagement with history, both in our accepted papers and at our symposium. By putting up cutting edge and really exciting historical research, we hope to engage readers and symposium attendees with new perspectives in history. In order to achieve that, we focus on publishing research papers that challenge norms in history either through focusing on areas of history that are underrepresented or understudied, or providing really new and exciting perspectives on more well-studied historical topics. One of our goals this year is to enhance our Symposium. We had a very unprecedented but very exciting and welcome turnout for last year's Symposium so we just want to make sure that we have enough print editions and refreshments for everybody. The final point is to continue success, we want to continue the success of the Endnote, really build on the strong foundation that we were given from all of our previous Editors and Co-Chairs, really make this an awesome knockout year.

Lisa-Marie Tontodonati: Just to talk a little bit about how we think that it's gonna impact the Faculty of Arts community. I base all of the numbers that are on the screen off of last year's registration and submissions. We believe that about 80 Faculty of Arts students will be impacted, we will be publishing 9-10 students who will be within the Faculty of Arts and we also expect about 95 TMU students overall. The reason for this number is our Symposium, attendance last year was just over 100 attendees and the majority of these attendees were within the Faculty of Arts who registered. In addition to the fact that the 9-10 people who would be published would have to be called the FoA students and the rest of the 95 students would be other attendees from other areas of study around TMU. We're really excited that so many people have shown interest in being on it, that presence. The budget that we would be looking at

for the end of this year. There are two distribution costs to the Journal, the typesetting budget is about \$1,150 and this is based on a quote that I received from the person that we have been doing typesetting with from the last few years. I gave them a date for it, or expected for the pages. The printing is based on a quote from TPH so would be estimated at about \$3,500. For the Symposium total itself, it would be about \$4,260 in funds with the reason being our lunch package as well as a breakfast package. We are open to lunch this year just because we had so many of our attendees and we would be contributing towards the Symposium. A lot of these costs are coming from the books that we have asked them about. This is the number that they have given us if we choose to carry out these costs. We also run commercial things like pens, notebooks, tote bags, etc. We also have the cost of the presenter's workshop which includes presenters and drinks, other than that this runs no costs but the workshop is there to make sure that our food is together and well prepared for the day of the Symposium. As you can see from the pie chart, the thing that costs the most would be the journal. With the workshops being less and the Symposium as well, I separated merchandise from everything else because merchandise is a large chunk of the Symposium itself. At last year's Symposium, we reached a new and exciting level of engagement and in addition to reaching this unprecedented number of people, we also ended up selling out of the Journal completely. We were really overjoyed as so many people were happy and interested in reading fellow students' work. This year when we looked into our budget, we wanted to account for a few extra copies to make sure those attendees are able to read the publication and accounting for the extra attendees in terms of food and other personal materials that they might want to partake in to ensure we have the best experience possible. In general, we're doing a lot with our budget, typesetting pricing, etc. If you have any questions following the meetings feel free to contact myself or **Alex Fahmi**, the email is listed below. Again, our total pitch would be \$9,0606.60. Thank you so much for all of your time and consideration. We really appreciate it. Let us know if you have any questions.

Item 5.1 - Metropolitan History Society Proposal [Question and Discussion Period] (7:16PM)

CC: Thank you MHS. Anyone here have any questions for our friends? I got **AL**, then we'll go **LPL** then **MM**.

AL: Amazing pitch, thank you so much for presenting this. My question is, I know that you mentioned selling the Endnote, how much were you looking at in terms of price of each Journal?

Lisa-Marie Tontodonati: Oh my apologies, the Endnote is given out for free but we are completely out of our copies from last year. We usually print about 75 copies, and in previous years we've never actually ran out of copies but due to the sheer amount of people that were interested last year and showed up, we completely ran out of copies of the Journal. This year we wouldn't be looking to put a charge on the words because we feel that it's by the students for the students so it should be accessible to the students. We will make sure that we are keeping close tabs on who is getting those journals so making sure that they are equally distributed amongst people.

AL: In your budget, I know that you said that you had to confirm that the \$3,500 for the printing includes already the extra copies, just in case more people came to your event.

Lisa-Marie Tontodonati: It includes budget for 5 to 10 extra copies.

LPL: My question also concerns the budget. Under the Journal, you have typesetting. I'm just curious as to what that is.

Lisa-Marie Tontodonati: For sure. The typesetting is what gives the Journal that polished look. It's basically somebody who is a graphic designer that specializes in making sure that all of the text is aligned, the citations are properly ready for publication, etc. We feel that we don't exactly have the graphic design skills to be able to fully typeset and organize the book. We also feel the typesetting is really important because we want to turn out a very polished piece as the Endnote does still hold important academic significance for others. We want to make sure that it's the easiest and most polished to read piece that it could be.

LPL: Thank you. That leads to my second question. When you say published, is the Endnote an official academic journal or is it just published in the sense that their works are in these published Endnote copies?

Lisa-Marie Tontodonati: Basically, it is a peer reviewed journal in the sense that it goes through an unbiased review process by upper year students. All of the works that are in the journal have also been read over and accredited by professors.

Alex Fahmi: I also wanted to add that we also have a forward from professors assisting on editing for every step of the way.

MM: First of all, great presentation. I love the added aspect of the pie chart to kind of visualize the breakdown. That was really helpful. You said that there are 9-10 published students that are in the Endnote, are they all History students or is there a balance of Faculty of Arts?

Alex Fahmi: It can be any Faculty of Arts student. We focus on papers that have been written for a HIS or HST class so anyone who has taken a class in History, as an elective or anything no matter program, can submit a paper as long as it has a historical focus.

Lisa-Marie Tontodonati: If you also are a Faculty of Arts student that just has an interest in history but has not taken a history course, there is also an option where you can write a personal project, but as long as you have had it read over by a history professor and they can lend you a reference for your application then you are also welcome to submit personal projects that have been read over.

MM: My second question is how do you pick those 9-10 people? Is there a Committee that goes through them? Are the names visible? Sort of a curiosity question.

Alex Fahmi: We have an editing team that is **Lisa**, myself, and one other student from the MHS. First of all, very strict anonymity. We make sure that we take all the names off the papers. Students have to submit one copy with their names and one copy without. We have somebody who is not on the Editorial team sort through the papers to make sure that the anonymity is there. We have a very strict editing rubric which we are in the process of creating to make sure that our edits are standardized across the board and uphold the high standard academic excellence and is not just subjective.

MS: How many people submit? How many people apply to have their paper published?

Lisa-Marie Tontodonati: Last year I think we had 38 submissions. 38 people submitted and 10 were accepted to be published. One person ended up dropping just because I think they had too much on their plate so we ended up publishing 9 total out of the 38 that applied. We usually don't like to limit but unfortunately we have to just because the size of the journal does attribute to its cost.

KA: I really love the budget. It looks very organized. I just wanted to open a couple more questions about the numbers. How many people are you expecting to be at the Symposium?

Lisa-Marie Tontodonati: We're expecting a similar turnout to last year. We are not going to go ahead and say 100 but based on our numbers, let's say about 85-95 people coming throughout the day. We also have in addition to TMU Faculty of Arts students, we account for some of the presenters wanting to bring in one or two of their family members or friends to watch. It's those students and then most likely the loved ones of the presenters who they choose to bring in who we're accounting for.

KA: Could I also ask how many notebooks, pens, and tote bags that you have? Because at least I know there was a notebook order placed earlier in the year, so I'm just wondering what the numbers are looking for those.

Lisa-Marie Tontodonati: For sure. For the pens, we ordered about 100 and for the notebooks we wanted to order 70 and for the tote bags we wanted to order 70 as well. The pens are a lot cheaper to produce, so we want a little bit more of them while notebooks and tote bags are just a little more expensive. That's why they are a lot less compared to the pens for the price.

KA: Perfect. Final question, I know it says printed agendas. What's inside the agendas?

Lisa-Marie Tontodonati: It's a little printed pamphlet that goes on the chair of every attendee that comes and it outlines who is going to present when, what the different panels are, panel descriptions of what is going in there, any note about each panel, etc. For example, if there was a content warning or sensitive topic, because sometimes in history these topics come up, we might also let people know ahead of time within the printed agenda so that they can make that moral decision for themselves of whether it is a good idea to watch that presentation or not.

LPL: My question is going back to **MM's** point about the published students. I just learned now that it is open to everyone and not just history students. Do you have the percentage of which students who were previously published were history students versus general Faculty of Arts students?

Lisa-Marie Tontodonati: The first and second editions were a lot more history students. I think because our department is so small, although I know it has slowly grown. If we look at the 10 students, I believe 4 of those 10 were history students. Again due to the anonymous process, it has no bearing. It's simply just who ends up making it that year.

AIZ: Thank you **Lisa** and **Alex** for the amazing presentation. Just for the awards and plaques, how is that system set up? Is it first, second, and third or is it everyone that gets published?

Alex Fahmi: Everyone that gets published gets a little plaque that's an award of excellence that they can display along with their edition of Endnote.

AIZ: What's the paper cut off? Counting pages or words?

Lisa-Marie Tontodonati: The paper copy is really important because sometimes if people want certification that they've been published to turn in, that's like a viable thing that they can turn into an employer or somebody else that is

interested. It's really important that we give them a paper copy of something. The plaque is more of a reward or recognition for their excellence but that paper copy is really for professional purposes.

AIZ: I meant how many pages are in the paper, like the submissions.

Alex Fahmi: Our word count is between 1750 and our upper limit is 5000.

BR: Hey, thanks for the presentation. My question is in regards to where the Symposium is being held. Is it going to be on campus and due to the size of it, are you folks going to have to pay for that space? Are you able to get it for free? Are there going to be equipment costs related to it?

Lisa-Marie Tontodonati: We are going to be holding it at the Sears Atrium. We have never been charged to use it given our space limit but the only cost that would come at that would be about if we reserved in our budget about \$50, just to make sure that we have equipment like microphones and speakers because we weren't sure what precisely the fee would be yet and we already made a booking under ExploreTMU and asked them to get back to us. They haven't gotten back to us on that quite yet but the only expense would be microphones and tech set up for that.

CC: Any final questions? All right, I'm gonna take that as a no. Thank you very much Metropolitan Mystery Society for your presentation. You folks are free to go and enjoy the rest of your Tuesday evening and a member of the Board will be in touch with you with the decision. I'll give a little bit of a refresher. After a presentation like that, if there's someone who wants to start a discussion with fellow Board members, I will ask for a seconder. That's usually because they want to share their opinion on the presentation and start a discussion about it. If everyone in this room feels as if they're on the same page with the decision that they want to put forward, we don't always need a seconder and we can move straight to a vote. With that, is there a seconder or someone who wants to start? **LPL**, go ahead. And I'll just take a speaker's list if anyone wants to raise their hand, feel free to do so.

LPL: I really like the idea of the Endnote. I think it's a great initiative. It's very similar in a sense to Kaleidoscope. There's actually a publication aspect to it which I think is pretty cool. The only thing that sticks with me is the \$1,100 typesetting charge. I feel like that's a bit expensive to put together a journal considering, I don't know if corporate can back me up on this, but we do our Year in Review in house, correct? Yeah. Um, that's a bit expensive to pay for a Graphic Designer to go in and make citation corrections to something that, quite frankly, is something that they should be taught in their classes to do. I just think we shouldn't necessarily fund that in the sense that we know it can be done by hand.

RV: Point of information. Last year when we printed our Year in Review, it was more expensive than what they are asking for. It costs around \$6,000.

LPL: They are getting less copies.

RV: Yes, just putting that out there.

MM: I do think that typesetting is not a necessary thing, but I think that in efforts to make it look more polished, especially because it is gonna be a piece that they can present for their career. In going forward, I think it's a good thing and looking at this year's Year in Reviews, I'm hoping to use typesetting as well. Just because I also am not a Graphic Designer, and previous VP Corporates have been really wonderful at laying everything out, making sure it's printed

well, but that's not my forte. And if no one on their committee can do it, you don't want to fund the printing of a journal just for the sake of it. You want to make sure it's presentable because it's also something that we put our name on as well as people that are funding it. So you don't want to put a journal out that's not visually pleasing. I do agree with you in that it is a steep charge, \$1,100 is more than I thought it would be but I don't think it's a bad thing necessarily. It would be nice if they would have given multiple quotations of typesetting to kind of prove that they tried to make it a little bit of a lower cost but I don't think it's necessarily a bad thing to include.

MK: I was just going to say the same thing as **MM**. If it's possible, can we maybe ask them to provide us with a couple quotes for the typesetting before so they can prove it?

CC: You could conditionally fund the amount that they are asking for but they have to provide you with maybe three quotes which is usually the standard of typesetting costs for Board approval. That's an option that you **MK** could present as an amendment. As a reminder, maximum three amendments to a motion. And if you wish to bring that amendment forward, that is what we will be discussing. Do with that information what you will, and others at the table. Do with that information what you will.

MK: I'll leave it at that for now.

SB: Basically they said my points as well but I do agree. I do agree with the price being a little high for it but I don't think it is necessarily going to waste. There is likely use in why the price would be so high. I think it is something worth looking into because, especially at the end, this is going to be something that grows over the years which we want to make as professional as possible.

KA: I do think that the budget is a little bit high. I would want to ask if anybody knows what the amount is and how many people they get for Kaleidoscope because this is about the same amount that Kaleidoscope is. This one has attendance of about 85-95 people. Additionally, unless somebody has some information on this, I do know that the notebooks and pens have been bought during Orientation Week and at a larger amount too. I don't know if that should be funded, the pens and notebooks. I don't think the tote bags were but I know those were bought before during Orientation Week.

LPL: So we have already paid for the pens and notebooks as part of their Orientation funding pitch?

KA: Not part of Orientation, that was out of their Chit Account.

CC: Just have a question to clarify, were they history notebooks and pens or were they Endnote?

KA: Endnote.

SB: I'm looking right now at the k=Kaleidoscope pens and their tote bags, is it possible that we can compare and contrast that with theirs? I feel like they're not asking for much compared to Kaleidoscope. It kind of makes sense because Endnote is kind of smaller.

BR: In comparing Kaleidoscope to Endnote, are they similar quantities that we are using to compare the price?

SB: They got 250 pens and 150 tote bags for Kaleidoscope.

AS: It's mostly about typesetting. For the cost itself, it's also 10 different pieces of paper that are up to 5,000 words long which is probably why it is actually that high. It's not like we are getting a lot of copies of the Year in Review. For them, it is going to be a really extended history paper which is really complex and if they are trying to make it good, they are probably going to add some pictures to it. This is 10 different types of papers, that is what the information is.

RV: Last year, I knew the cost was one big concern of the books. They ran out of books during the Conference which means that those actually go to good use and there are no leftovers to the point where they actually had to come back to us and ask for more funding because some of the presenters didn't even get their books because it went out so fast.

MM: I was just looking at the numbers from last year. They had to come back for a second funding pitch, it was the last voting matter we had worked on with last year's Board in April 2025. If you want to go in your drives to look at the numbers, they came back to request an extra 25 copies, which came up to around \$1,400. So if you look at it together, it matches this number pretty well.

LPL: Does anyone know if the journal itself is published online?

CC: I believe they also give a physical copy to the TMU archives as well. So that is housed within the University. in the library.

LPL: But to that end, nobody looking for an academic journal article on the topic they wrote about can find it, it's not available on any online repository for them to access?

CC: **AIZ**, do you have a response to **LPL's** question?

AIZ: If it's within the archives, wouldn't you be able to look at it through OmniTMU? A lot of that is online as well.

CC: I don't know if they digitize it. I know that society donates a physical copy to the Archives team but I don't know if that is then put online.

LPL: This does not discount the event in any way, I just discount or question the legitimacy of the publishing as professional. If there are only 100 copies and you are the only one with that copy and there is no online trace of it, I'm not sure if professionals look at that more negatively in any way.

MM: If you go online to the TMU library and click peer-reviewed, it's the first thing that pops up and they have the full journal article available to browse. They don't have all three though, only one version so that's another thing, the most recent one.

CC: Great example of point of information.

MS: Just out of curiosity, when Kaleidoscope publishes people's papers, do we know if they are academically published or if it's not academically published?

MM: Kaleidoscope is not officially peer reviewed and not officially published either, that's a completely separate thing than this. I feel like Kaleidoscope is more research based for celebrating the Arts and it's not necessarily a published kind of thing.

AL: To respond to **LPL's** point of the peer reviewed and published part, I think it's very important that Endnote gets published and gets recognition because many of the journal articles you see and all the different platforms that you see professors are raging about are written by PhD students and those with doctorates. We are Undergraduate students, we are very different, yet we should hold the fact that these are students who dedicate their time in their Undergraduate and want to make something known. I think it's really important that regardless of what we do, this is funded.

CR: I had the same points as **AL** basically. I think that just because there are not a lot of hard copies published, I think we appreciate the working effort it takes to put into that. It also doesn't take away from the hard work of those students that publish their work, their research, and the effort that they put in as well.

LPL: I think everyone misunderstood me there. I did not intend to say that because there was only 100 copies published that someone it's not academic work, I was just making sure that it was published online as well as the 100 copies.

CC: In an effort to move things along because we are decently behind schedule because of the exciting networking earlier today, I am going to suggest we move to a vote.

KA: In terms of Kaleidoscope, pens were about \$2.20 per pen and for Endnote, it is about \$3. For the notebooks, Kaleidoscope it was about \$1.40 and for Endnote it's about \$6. Additionally, they have already bought about 250 of those during Orientation weeks so I don't think that they will need it because of that. They said that they were open to get about 75. I don't think they'll need those pens or notebooks. If they do, they can also use their Chit account because it's not that big of an amount.

CC: I also heard **LPL** ask about quotes and things like that. We've got options that someone needs to present who cannot be me. We can do the option that **KA** started in removing the pens and notebooks from the budget request and voting on that amendment or someone can motion to table this discussion because they would like quotes for typesetting. You could motion to table this and request that MHS provides quotes for whichever.

SB: I don't think we should table this discussion because I know it's pretty soon.

MM: They came to us in April for 28 extra copies because they needed more to give to professors and others.

CC: That was for retroactive funding so the event had already taken place.

MM: I would like to propose an amendment but I feel like I should listen to everyone else's point before I do that.

CC: Does anyone know when this year's Endnote is? Last year's was in March, we have that information. If someone who knows someone who is on Endnote is able to figure that out that would be helpful. I'm going to ask you to share the amendment because if everyone starts talking then we would have to start talking about that anyways.

MM: I would like to propose an amendment that we conditionally dun the total amount excluding the notebooks and pens and notebooks as long as they can provide us with three quotations for typesetting just to make sure that they have the lowest possible amount.

Item 5.2 - Metropolitan History Society Proposal [Voting Period] (7:46PM)

Motioned by: CC Moved by: MM Seconded by: LPL
In Favour: 15 Against: 0 Abstentions: 1

[Motion Carries]

Item 6.0 - Women in Law Funding [Presentation] (7:48PM)

CC: Good discussion, lots of good questions and points raised there, lots of good points of information in there. Next, we will be hearing from Women in Law to discuss retroactive funding for their student group to pay Wix.com. We are going to let our friends into the Zoom room. Hello Women in Law, can you hear us okay? Thank you so much for your patience this evening, very much apologize for the delays, my name is **Claire**, I am the Chair of the SASSH Board, I'm just here to make sure that the presentation goes smoothly today. You folks will have approximately 10 minutes to present followed by some questions from the SASSH and then you folks will be free to go. Does that sound good?

Ayushi Parmar: Thank you so much for having us come to the funding pitch, I promise to be really quick. SOme background information, we are requesting retroactive funding because we decided that it makes more sense than asking for prefunding just because we were unaware of the charge. Essentially, one of our old team members was charged an annual fee on her credit card and we were not aware of this charge. We weren't aware what it was until it had already happened. Because it was a yearly charge, it already happened before we had any idea and this was not communicated to us by last year's Executive Board or the President last year. We literally had no idea that the website that it was being used for existed to be honest with you. We wanted to use retroactive funding because we don't have enough money in our Chit account currently to pay her back \$300 for the account. Another reason we can't apply for a reimbursement process is because we don't have a receipt or invoice for the charge. We just have two credit card statements she sent to us about a week or two ago. This is because we can't access the Wix account because the only way to log in is through the Women in Law Gmail account, which is currently down. We have tried talking to TMSU but we just cannot access our account so we cannot see the charge on Wix. We can't really remove the card or contact Wix because there is no way to authenticate our account at all. In summary, because of the gap of communication from last year's team to this year's team, we didn't know this charge existed at all. We didn't know about the website at all so we just weren't prepared for the charge and therefore did not account for it. We don't have enough money in our Chit account to cover this cost since those funds have already been accounted for for our first event. We just don't have another way to pay for it.

Item 6.1 - Women in Law Funding [Question and Discussion Period] (7:52PM)

CC: Thank you Women in Law. Board Members, any questions?

LPL: So to be clear, this funding is for a previous Board Member's card who is on file? And their card was always on file for this account?

Ayushi Parmar: According to her and last year's President, her card was on file for this Wix account last year and the year before. Last year. They accounted for the charge because they knew it was coming. They requested funding for it from what I can see in last year's funding pitch but they didn't tell us about it. I wasn't on the Exec Board last year and neither was my Co-President or any of the girls this year so none of us knew about this. The team member whose card got charged left the team last year mid-semester. I guess she just didn't remember, I'm not sure.

MK: First of all, thank you for your presentation, sorry for your friend. You said that the card cannot be removed from the account yet either, yes? So if we pay back the money now, is it going to be the same thing next year as well that the next Board is going to have to come back to us again because the card has not been removed?

Ayushi Parmar: Ideally as soon as we can access the Wix, to be honest I didn't even know it existed. Ideally we would just take the card and just shut down the site. I can't access it until TMSU gives us back our email because we've tried to log in and the only way to do that is through Gmail and even if we do an authentication, it'll send the code to Gmail that we cannot access. Ideally if we can get our email back sometime this semester, we can get that fixed immediately.

SB: Just some clarification on the Gmail account and everything that is connected to the TMSU right?

Ayushi Parmar: I believe so. I know a lot of Course Unions and Student Groups are struggling with their emails right now and from what I've heard from the other Student Groups, they have been told to contact TMSU or whoever is in charge of the account. To be honest, there is not a lot of information about it so I am not 100% sure but I think a lot of people are having this issue right now.

Valerie Spence: Last year, we had the same issue where even though we couldn't access it at all. It took about 3 months being in contact with TMSU to get it back and re-activated. Because right now it's just completely non-existent. You can't sign in anywhere using that email.

AIZ: Thank you so much for your presentation. Just a couple of clarifications. TMSU's website and email have been backed up for a little bit now. Who did you try to contact? Were the financial controllers and new EDs contacted regarding this? Was there a meeting set up for this?

Ayushi Parmar: To be really honest, I haven't been attending any meetings. It has been my other Co-President who couldn't be here today. She has been emailing back and forth a few people from TMSU and they're trying to resolve the issue but I don't really know what the issue with the emails is so I'm not really sure how long it's going to take for them to fix them.

Valerie Spence: It did start prior to any issues with TMSU's own account and emails being down. It was more I want to say the second week of school is when our email went down.

AIZ: The person that has the card and that owned the credit card, did she contact the financial controller and set up a meeting to get that money and card back?

Ayushi Parmar: From my understanding, all she has done is contact the last year's President. I want to say mid-August last year's President contacted me and my Co-President and we asked her repeatedly to contact the school. We even asked her to go to the bank as a fraudulent charge. She doesn't feel comfortable doing that and just wants to be reimbursed for the money she's paid.

SB: When does this annual charge get billed to this person?

Ayushi Parmar: From what I can tell by the screenshot she sent me, the Wix transaction on her credit card, I believe hit on July 30th.

SB: The charge is the whole amount?

Ayushi Parmar: Yes, it charged the entire \$366.12 so that will be an annual charge, I don't know if it was before or after July 30th but it hit her credit card on the 30th. We didn't find out until about the second week of August.

SB: That covers the whole year?

Ayushi Parmar: Yes.

EP: My question was just for clarification, once you have access to the Women in Law Gmail, will you be shutting down the Wix website?

Ayushi Parmar: Yes. I didn't know that the website existed and a lot of our team members didn't either. I don't really think it's beneficial to keep paying for something that no one is using. As soon as we get the email we will take the credit card off firstly and then shut down the site.

MS: Just out of curiosity, do you guys have any other ideas on how to potentially fund this? Hypothetically, if you don't get the money from here, what's the next step?

Ayushi Parmar: Realistically, I think the only other option right now is to put it in our funding pitch that we are going to have with SASSH next week or the week after. My only issue with that is we don't have any invoices or receipts to provide for that as I can't log into the Wix to provide a receipt of some sort to apply for reimbursement.

SB: Has the owner of the credit card tried to reach out to Wix or the bank? Has she done other things or is she just asking for the money back?

Ayushi Parmar: From what I have spoken to her, I did ask her and I believe my Co-President has also asked her to reach out to her bank, she just says that she doesn't feel comfortable doing that. She just doesn't really want to get involved, she just wants her money back. With Wix, we have not been able to contact them anyhow, I have been sending them emails to their support team and I haven't heard back. We are kind of in a tough position now without the email.

CC: All right. I think we're done with questions in the Board room, thank you so much Women in Law for your presentation and for answering all the questions. You folks are free to go and enjoy the rest of your Tuesday evening and a member of the SASSH Board will be in touch with you with the decision. All right, we're gonna go **AIZ**, that's

AL, then **AS**, then **MK**. And I will just say up front, just looking at the time. New points, priority points. If AIZ says something, maybe Angus you don't hop in and agree with everything. We can just move to the next person unless you have something different. Just as an example, not that you were going to do that.

AIZ: A couple of points of information. As you know, I work in equity services but I know a little about this. Something like this has recently happened with SJP. When students sign up to have a card down for something relating to this, they know that the card is going to be charged and what that card is going to be charged for. It doesn't seem like she reached out to **Taimoor Qureshi**, who was the financial controller who just have the money back to SJP and a bunch of other groups. It doesn't seem like she reached out to any of the new EDs and the person themselves who has a credit card saying that they don't want to report fraud is a little iffy to me because in all honesty, if they came to the office, **Taimoor** could fix this in 10 minutes.

AL: I would say they should have gone to TMSU before us.

AS: My point was on if they are not going to have their email, are they going to get their email back at some point? If the invoice did come through that email, they can just apply for reimbursement after they get that invoice.

KA: I just wanted to say that the situation here is that they were funded by the SASSH so the card was technically under SASSH funding and the issue with TMSU was not so much an issue finance wise. Because their email is down, they are not able to go to the Wix website and shut off a card and request a refund from there. Their team member left in the middle of the year so unfortunately, from what I have seen because I had a consultation with them, they don't even have direct contact with that team member and are communicating with them through a third party so that team member does not want to get involved at all. After they get reimbursed, they are just going to shut down the site so it would not be affected anyways. The reason why they are requesting for reimbursement now is because his charge has already happened. We cannot fund something if it has already happened so the only last thing they can do is come here and request for retroactive funding in order to help that team member. That is what is happening here.

LPL: Have we already funded this?

KA: Last year.

LPL: Then the money went into their chit account?

KA: Their chit account, they only have about \$100 in their account so they cannot use it. It was last year so the funding pitch that happened was for a charge for the 2024/2025 year. This charge is for 2025/2026.

LPL: I completely get it. We funded them for 2024/2025, the funding was put in, they spent the funding, and then they got locked out of their email, the VP or whoever was supposed to transition properly did not, so now we are being asked to pay for their mistakes? It doesn't really seem right to me.

KA: In this situation, they have genuinely tried to do what they could and they were willing to use their Chit Account. The only issue and the only reason why they cannot use their Chit Account is just because they don't have enough money. We are providing that money anyways so it's just an extra \$200 which in the grand scheme of things, I don't think is a lot.

LPL: I will say though since the 24/25 funding period is past, this issue technically is not even a SASSH issue. It's a personal issue between someone's account and card. They should have at least tried to contact the website provider or their credit card company before coming to us. It doesn't make a lot of sense in my eyes.

KA: They did try to contact Wix. It is kind of a similar issue to the SASSH domain, because the SASSH domain was connected to our SASSH emails, when we had the email and when the website shut down, that whole situation happened. Their TMU email is directly connected to their Wix account so because of that they cannot access it. The person who they are communicating with is not communicating with the team directly, it is through a third party because they really don't want to get involved and they left halfway through the year. That shows that things were happening at that time and they don't want to touch it at all. They have tried to speak to this team member but they genuinely tried what they could and are just left in this situation.

MK: Was it a previous transaction though? It was for the 2025/2026 year, right? Because you said it was for the previous transaction.

LPL: No, I said the funding was for a previous transaction for 2024/2025 and then this charge is 2025/2026, something they never came to us for.

EP: If this team member does not want to interact with Women in Law, are they able to come talk to SASSH directly? We could make that a condition? I just don't think we have enough personal information that is necessary. I understand there can be team dynamics but we just need more.

AIZ: **KA** said they utilized all their resources, but I personally don't think that they have. Even though they don't want to be involved with Women in Law, they could go directly to TMSU's Financial Control or they could come to SASSH directly.

LPL: Can I amend to give them the contact information to the TMSU Financial Controller instead of giving them the money?

AIZ: It's online.

LPL: I know, they might just need it.

CC: That is not necessarily an amendment. However, we will move to a vote shortly and if the vote does not carry, I don't know who they were in touch with and who will send them the response, but the SASSH can say that we have not approved this at this time and we suggest that you do A, B, C, and D. Whether that is contacting this TMSU person, getting back into the email and then trying this again, whatever that has to be. That can just be feedback and is not necessarily an amendment because you are just giving them contact information.

SB: I know when **MS** asked them, they said that if we did say no, they would just do it in their overall pitch funding. If they did that, would we just say no to that?

KA: We could not fund them, If they came to a funding pitch, because they would be requesting funding for something that has already happened which we cannot fund as a funding committee.

MM: I was going to add that that is the reason that Endnote had to come back to us for 25 copies afterwards. Because we cannot do retroactive funding in a finding committee meeting, it has to be a Board Meeting.

CC: Any new comments? We are going to move to a vote. Whoever was in contact, you are welcome to include a highlight of the discussion, perhaps that there were some common issues about a few things with the proposal. If they come back, perhaps this is in another Board Meeting in the future, but that is for you folks to decide what comes to the meeting.

Item 6.2 - Women in Law Funding [Voting Period] (8:11PM)

Motioned by: CC Seconded by: AIZ
In Favour: 1 Against: 10 Abstentions: 3

[Motion Does Not Carry]

Item 7.0 - Workplace Boundaries Discussion [Presentation] (8:13PM)

RV: This motion and what I am doing here is that we have previously had a boundary system and rules on how we maintain our office hours for example or even how we maintain the office and respect each other. I brought the old rules that we had in the past. Everyone has access through their SASSH emails on the anonymous responses that people put their own boundaries they want. I put this on the table for now. If you are fine with how it is right now, that is okay. We could just approve this and continue using it as our boundaries or if you have looked through the responses and see something you think you want to add, please say it here and we could also add it.

Item 7.1 - Workplace Boundaries Discussion [Question and Discussion Period] (8:15PM)

CC: The motion in the Agenda is to approve the workplace boundaries list as presented so that is what we are going to discuss. If it comes up that folks have multiple edits, suggestions, questions, comments, etc, then we may move to table this so all the responses and feedback can be integrated. Right now, we are talking about this and we will eventually be voting on how it is as presented. **LPL?**

LPL: I would like to alter the motion to table the vote to the beginning of the next Board Meeting so that way we can all have a chance to review it and see if there is anything that we want to change or edit so we are not sitting here trying to jam in thoughts and edits.

CC: Moving to table the motion, that is what we are going to talk about right now. I don't know if others have seen this before and what the process was like necessarily other than what **RV** just shared. We are talking about moving this item to item one of next month's Board Meeting Agenda. Does anyone have any questions, comments, concerns, things to say about that? We will move to a vote on that. Take some time, review the workplace boundaries as they're presented, and any of the feedback opportunities that are available to you.

Item 7.2 - Workplace Boundaries Discussion [Voting Period] (8:17PM)

Motioned by: CC Seconded by: LPL
In Favour: 14 Against: 0 Abstentions: 1

[Motion Carries]

Item 8.0 - Financial Updates [Presentation] (8:19PM)

KA: Today is National Dogs in Politics Day so let's take a pause and look at our finances. Currently, we are 12% done with our total budget. The dotted line is last year's budget and the green line is what we have already spent. The gray line is what is left per portfolio. In terms of our monthly spending, the blue line talks about last year and this green line is how much we have spent. We spent a little bit less than we did last year but that is kind of balanced out from August. It will be interesting to see how our October finances will be, if it will be a bit higher or lower than that, largely because of Orientation. In terms of changes from the last Board Meeting, the only difference in the President's portfolio is that there was an additional charge for the Board Retreat but this is something that we are still working on splitting with the other societies, so this number is not accurate yet. Once we split it with other societies, I'll let you know and it'll be a more accurate number. For Operations, I mentioned this last time but the biggest thing that is always changing is software service subscriptions and meals. Next Board Meeting we might get two meal charges instead of one which will be cool. This is current, we spent almost \$2,000 in terms of software and service subscriptions this month. In terms of Finance, bank and accounting charges, we have a subscription running on QuickBooks so that is the charge that comes in through there. We also have our Finance Assistant whose salary is there. We have been paying him so 60% of that budget has been there. Big numbers here for Orientation, These numbers might still be changing and some of these numbers might be moved around. Some of these numbers might switch up but so far, 21% of the Events budget has been used. Kaleidoscope hasn't been used yet but I know we just bought the merch so hopefully we will see that. Some additional Kaleidoscope charges next month. In terms of Marketing, there were some supplies, the lens. Now we have a really fancy camera lens to take really good photos to show to students. Nothing yet for Corporate but I also know that there was a purchase done so it is still processing and will be reflected next month, the business cards. Nothing yet for Community but I know they have some plans so we will see some charges there next month as well. IDEA, I know there has been a charge for the Nixit and Joni products but that has not been processed yet but should be reflected here next month as well. In terms of Student Engagement, nothing yet but we did spend a lot in the past couple of years as we were trying to train everyone.

Item 8.1 - Financial Updates [Question and Discussion Period] (8:23PM)

CC: Any questions about the money? Awesome. Last but not least, Board Updates. We are going to do this quickly. I am going to circle the table, if you have something that is very important to update or ask of the Board, I am going to say to keep it to 1 or 2 points maximum and if not, just say it's in the updates and we will move on to the next person.

Item 9.0 - Board Updates (8:25PM)

KA: Please review the funding form, expenses form, and all the forms that I have listed over there. If you are a Director, please sign up for a funding committee meeting. Please review them because there is a lot.

AL: Directors, please return the sticky notes this Friday. Please return them to me so that I can do the Arts Lounge initiative.

AIZ: Speaking on behalf of IDEA, please just share your Google Calendars with me or **HT** as we really want to do the after Orientation cleanup. I know it's been a while, but our campus is kind of gross, and I think it'd be a fun thing for all of us to do. And then also, we will be sending a form but please just think about for now about whether we want menstrual products or reproductive care products within the Arts Lounge.

BR: Not much other than funding form and funding, all of that stuff is live. I did hear from a Professor in Geography and Environmental Studies that possibly wants to host a Keynote event. I sent an email to **AL** earlier today, so that could be a fun event.

CC: AZ, I know you started yesterday. I am sure there is a lot more onboarding that you have to go through over the next little while, we look forward to hearing from you at the next Board Meeting.

AS: Please update your Calendars as much as you can in advance because we are still trying to book Board Headshots.

LPL: Monthly Class Talks. Me and **AS** are in the works to create monthly slide decks that showcase all of the SASSH's events that we hope some Directors and Executives would be interested in presenting during some of their lectures. If you folks have good relationships with your professors or if your professors encourage this kind of thing. I highly suggest that you reach out to me. My committee will be making this month's slideshow in the coming weeks. We also need some folks to table for the SASSH for the Course Union Tabling event on October 1st. So if you're available for that, let me know. It's from 11AM to 4PM. We're gonna do probably multiple shifts, so don't worry you're not gonna be there for the full 5 hours. I also need your help to source panelists for an event I am hosting in November called Celebrating Success which is an event where I hope to have alumni come to an off-campus venue, have dinner, and get to share with current Faculty of Arts students. My hope is if we can each try and get at least one person to come, we can have a full panel as well as a room full of alumni to network with. I know that is a big ask, especially for people who may not know people that graduated. My suggestion would be to reach out to professors as they always have a shining student they remember fondly. The last thing I will mention is Argo's takeover coming up on October 4th. I'm going to be releasing an interest form to see who would like to come on the Board so I can reserve those tickets. So we'll look out for that tomorrow.

MM: Two things, you all have noticed that we got our first RedBull sponsorship today, very exciting. I will ask, a case and a half has been allocated for the Board Meeting. There is a case in the office but you cannot touch it. The case that is left in the office that is untouched and unopened will be for Therapy Dogs and we do need photos of proof that we are distributing them. I am going to ask a couple of you, hopefully 5-10, to stay back to have a photo taken with the RedBull just as proof that we had it distributed at the Board Meeting just for sponsorship purposes. **AZ,** I sent you your SPC login information, it was given as a courtesy to the Board for our Orientation partnership.

RV: Board Member of the month. There are actually multiple because of Orientation. Shout out to Board Members **LPL, SB,** and **MK** for your efforts! Cupcakes will be given out at the next Board Meeting.

JAG: Pick up your new keys from me please because the old keys will not work anymore.

Item 10.0 - Action Items (8:31PM)

CC: Meeting adjourned.

Item 11.0 - Adjournment (8:32PM)