

Meeting of the Board of Directors of the
Woodsworth College Students' Association

Tuesday May 24th, 2011 – 3:00 PM

Woodsworth College

119 St. George St. – Room 123

Content

1. Agenda
2. Previous Board of Director Meeting Minutes
3. Previous Executive Meeting Minutes
4. Board Reports
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1. Agenda

1. Call to Order

2. Approval of the Agenda

Moved: Seconded:

3. Approval of the Previous Board of Director Meeting Minutes

Moved: Seconded:

4. Approval of the Previous Executive Meeting Minutes

Moved: Seconded:

5. Woodsworth Loyalty Program

6. Online Sales

7. College Welcome Days

8. Lockers

9. Frosh Week Budget

10. Internal Affairs (Summer Office Staff, Office Storage, BoD Office Hours)

11. Elections and Referenda Committee

Be it resolved that the BoD appoint _____, _____, _____, _____ to the Elections and Referenda Committee to be chaired by Chad Camacho

Moved: Camacho Seconded: _____

12. Policy Review Committee

Be it resolved that the BoD appoint _____, _____, _____, _____ to the Policy Review Committee to be chaired by Chad Camacho.

Moved: Camacho Seconded: _____

13. Executive Review Committee

Be it resolved that the BoD appoint _____, _____, _____, _____ to the Executive Review Committee to be chaired by _____.

Moved: Camacho Seconded: _____

14. External Committee

Be it resolved that the BoD appoint _____, _____, _____, _____ to the External Committee to be chaired by Nichol Gourlay.

Moved: Camacho Seconded: _____

15. Orientation Executive Committee

Be it resolved that the WCSA BoD appoint _____, _____, _____, _____
to the Orientation Executive Committee to be chaired by Johnathan Warda.

Moved: Camacho **Seconded:** _____

16. Off-Campus Committee

Be it resolved that _____, _____, _____, _____ to the Off-Campus
Committee to be chaired by _____.

Moved: Camacho **Seconded:** _____

17. Hockey Subsidy

18. Other Business

19. Adjournment

2. Previous Board of Director Meeting Minutes

Meeting of the Board of Directors of the
Woodsworth College Students' Association

Saturday April 30th, 2011 – 2:00 PM

Woodsworth College

119 St. George St. – Room 123

In Attendance

2010-2011 Board of Directors:

Executive Members

Annum Bokhari (President)

Chad Camacho (Vice-President of Social Affairs)

Christopher Chen (Vice-President of Assembly Affairs)

Max Cadmus (Vice-President of External Affairs)

Amanda Pereira (Vice-President of Public Relations)

Directors

Farrah Hasan (Full-Time Students Director)

Rouya Botlani (Part-Time Students Director)

Genevieve Nixon (Woodsworth Residence Director)

Johnathan Warda (First Year Students Director)

Debbie Molnar (Mature Students Director)

Shalini Makdani (Off-Campus Director)

Ruichen Zhu (Publications Director)

Paul Trzaski (Off-Campus Director)

Amanda Capone (Female Athletics Director)

2011-2012 Board of Directors:

Executive Members

Chad Camacho (President)

Arianne Bohnert (Vice-President of Public Relations)
Nick Gourlay (Vice-President of External Affairs)
Snehal Lahoti (Vice-President of Financial Affairs)
Rouya Botlani Vice-President of Internal Affairs)
Johnathan Warda (Vice-President of Social Affairs)

Directors

Daniel Mermelstein (Publications Director)
Arisa Babiuk (Mature Students Director)
Harrison Dahme (Part-Time Students Director)

Guests

Mahnoor Rizwan (WRC President)

1. Call to Order

The meeting is called to order at 2:26 PM.

2. Approval of the Agenda

Moved: Bokhari **Seconded:** Amin

Motion Carries

3. Approval of the Previous Board of Director Meeting Minutes

Moved: Bokhari **Seconded:** Amin

Motion Carries

4. Approval of the Previous Executive Minutes

Moved: Bokhari **Seconded:** Amin

Motion Carries

5. Approval of the Board Reports

Moved: Bokhari **Seconded:** Amin

PR

Nothing to add.

First Year

Nothing to add.

President

Bokhari states that she wants to thank everyone and states that it was one of her favourite years at U of T. She states that there were an amazing variety of events and that there was a lot of positive feedback. She states that everything she wanted to see done was done.

Social

Camacho states that everybody pulled their own weight for the most part. He states congratulations to everyone. He states that it will be a transition board as we have a lot of people leaving, but he states that next year's board should be okay.

Athletic

Nothing to add.

Publications

Zhu states that the Howl printed a lot more issues. He thanks those who helped write articles for the howl.

Mature

Molnar states that she had a lot of fun this year. She states that she enjoyed working with all of WCSA. She appreciates the support that WCSA has given the mature students

External

Cadmus states that it has been real.

OC

Botlani states that we're finishing up the sponsorship package. She states that she hopes to get it out by the end of this week. She states that she has a tentative schedule. She states that frosh leaders have been chosen.

Motion Carries

6. End of Year Survey

Amanda reads off the survey

7. Website Development

8. Hart House Farm

BIRT the WCSA BoD allocates \$6000 for Hart House Farm

Moved: Camacho **Seconded:** Bokhari

Motion Carries

9. BIRT the WCSA BoD ratifies the results of the Spring Election

Moved: Bokhari **Seconded:** Chen

10. Clubs Committee Minutes

Motion Carries

11. BIRT that the WCSA BoD dissolves the board of 2010/2011

Moved: Bokhari **Seconded:** Warda

Motion Carries

12. Other Business

Molnar states that there are some tickets left for tonight's MATSA event. It starts at 6pm for cocktails and 7pm for dinner.

13. Adjournment

Meeting adjourned: 2:59

3. Previous Executive Meeting Minutes

Meeting of the Executive Committee of the

Woodsworth College Student Association

Monday May 16th, 2011 – 8:00 PM

In Attendance:

Chad Camacho (President)

Rouya Botlani (Vice-President of Internal Affairs)

Johnathan Warda (Vice-President of Social Affairs)

Nick Gourlay (Vice-President of External Affairs)

Arianne Bohnert (Vice-President of Public Relations)

Snehal Lahoti (Vice-President of Financial Affairs)

Rachel Vollmer (Vice-President of Assembly Affairs)

Agenda

- 1) Welcome Days
- 2) Renovations
- 2) Public Relations
- 3) Board Meeting
- 4) Summer Staff
- 5) Office Computers

Called to order at 8:08PM

1. Welcome Days

- There will be 3 Welcome Days; Saturday May 28th, Friday June 3rd and Saturday June 11th from 1-4:30 PM
- Five people have responded to be present at the Welcome Days
- Josephine wants board members present on each day
 - Chad, Johnathan, Rouya, Chris will be the team leaders because they will be present at all of the Welcome Days
- The volunteers will be hosting a BBQ
- Johnathan e-mailed M&M meats to get the food for the BBQ
 - They said it would cost 220\$ for burgers and condiments
 - We will need to buy buns, cheese and drinks separately

BIRT the executive allocate \$500 for 3 Welcome Days
Passed unanimously

2. Renovations

- Chad has been talking to Josephine about the renovations
- The basement will become the HOWL office
- Room 101 (Student Lounge)
 - Student lounge is no longer functional
 - We want to focus on commuter students
 - Rouya: wants the room to be a chill lounge
 - Snehal: wants it to be an open lounge that opens earlier and closes later
 - Chad: wants it to be a private lounge space
 - The ability to book out the space for group work/meetings etc. for one specific purpose at a time
 - Arianne: wants a multifunctional room
- Room 105 (Board Room)
 - Chad: paint colour options – blue, navy
 - Chad will talk to the contractors and will try to incorporate the colour blue
 - Lockers: everyone on the board will get a locker

3. Public Relations

- Arianne: will work on the display board by the office so that it is ready for the Welcome Days
- The display case will include:
 - A blurb about each board member which they must send to Arianne
 - A picture of each board member which they must send to Arianne
- Chairperson of WCSA application will be put up by Arianne tomorrow
- Arianne: Stated that Photoshop isn't working on her computer so we are working on a solution

4. Board Meeting

- Tuesday May 24th at 3pm
- The meeting will take place in the Principals Room (WW 123)
- Rachel: Send an e-mail to Josephine tonight to book the room

5. Summer Staff

- Rouya: hired Merriam Bernardo as the summer staff
- Merriam is coming in for training but there isn't much for her to do
 - Reorganize cupboards and Frosh stuff are Merriam's duties for now
 - Arianne: wants Merriam to go through PR drawer and e-mail the contents to her as well as take down any old posters

6. Office Computers

- Johnathan: the Mac in the office doesn't have a mouse or keyboard
- Johnathan: claims the mouse, keyboards and a monitor will be around \$600

BIRT the executive are approving \$400 for computer equipment
Passed unanimously

Committees

- Elections Committee (ERC)
- Policy Committee
- External Committee
- Social Committee
- Frosh Executive Committee
- Editorial Revue Committee
- Athletics Committee
 - The committees will be re-struck once school starts
 - The committees are limited to 5 members, 2 of which must be directors
 - If there are too many members the board will cast a vote to decide the final committee

Meeting adjourned at 9:04pm

4. Board Reports

Vice-President of Social Affairs

Hey Woodsworth!

So the first month of my 2011-2012 term as VP Social has been a very busy yet successful one. Along with the other executives, we have jumped right into work and made significant progress.

As you may know, Orientation Week 2011 planning has been well underway and our Orientation Coordinators (OC's) are doing a fantastic job. I have been putting together monthly action plans/to-do lists of which every task has been completed thus far - I think it is safe to assume we are a good month and a half ahead of schedule.

Our Orientation Management Committee (OMC) has been meeting every single week so far, along with attending bi-weekly meetings conducted by the Office of Student Life. In addition we have been meeting regular with Becky and Junior from the residence to collaborate and offer a different aspect to Orientation Week - WOLF (Woodsworth Orientation for Life after Frosh).

Although Orientation Week is in September, there is still many other events happening throughout the summer to orient our incoming first-years to Woodsworth and the University. I have been working closely with the Office of the Dean of Students to assist in planning and executing three Welcome Days in which WCSA will co-host and have a BBQ amongst other things.

As promised in my platform during elections, I have also undertaken several initiatives. Alongside a team of dedicated Woodsworth students, we are designing and programming a mobile phone application in which we hope to roll out before Orientation. I have also been regularly contacting Moneris regarding implementing online sales on mywcsa.ca to save us from spending nearly \$4000 a year on ClubWorks/FroshNet. Amongst other things I am in the preliminary stages of introducing a Loyalty Program which you will hear more about next month.

It is clearly evident I am extremely busy with all these aforementioned items, however fear not as I have still managed to work with Genevieve to plan out next years social calendar and a preliminary budget.

That is just a brief overview of what the past few weeks have been looking like for me, and they have been very successful at that.

Cheers,
Johnathan Warda

Vice-President of Internal Affairs

Hey Woodsworth!

The month of May has been an extremely busy one, and to be honest, I wasn't expecting it to pick up so quickly. Nonetheless, it was a challenge which I loved tackling. When the new term officially started I immediately felt a load on my shoulders, but as the days went by it got lighter and lighter.

Over the past 2 weeks I held interviews for the position of Summer Office Staff, and am confident the person chosen will do an exceptional job. As of Tuesday, May 24th the WCSA office will have set daily office hours (which you can find online at mywcsa.ca), so feel free to drop by if you have any inquiries. I will be holding interviews for our WebMaster position this week (May 24th-May 27th) and hopefully within a month you'll see an even better WCSA website! Also, WCSA is currently seeking to fill the position of "Chairperson of the BoD", and the application deadline for that is Friday, May 27th.

I have also started to think about various workshops and networking opportunities for the upcoming school year, and am confident that they will meet your needs. Of course, due to the amount of planning these require I will be working on them throughout the entire course of summer, but if you'd like to know more information email me at vp.internal@mywcsa.com. Other than that, cleaning and organizing our offices is what I (alongside many other board members) have been up to!

If you're taking any summer courses, best of luck, and if not I hope you enjoy your summer!
Rouya Botlani

Vice-President of Public Relations

Hey everyone! This is the first official board meeting for our 2011/2012 WCSA BoD and I am so excited to finally sit down with you all and get the ball rolling! Since transition, I have been doing my best to keep the website updated and fixing broken links so incoming students can get a full, accurate view of the services Woodsworth has to offer. This coming week Rouya will be holding interviews for the Webmaster Position, and once that person is hired, we will get them going on the Frosh Website and revamping the WCSA Website. Before the first welcome day, either the office staff or myself will be updating the bulletin boards, calendars and the display case with up-to-date posters, information about WCSA and the services we and the rest of Woodsworth have to offer. Finally I will be e-mailing out my instructions on how I would like requests for posters to be completed, and I will be following these guidelines very closely. You can expect that e-mail sometime within the next week. ☺

Publications Director

Ladies and gentlemen,

As hopefully you have been paying attention this last year, my friend and predecessor Ruichen Zhu managed to turn The Woodsworth Howl into a respectable and worthy student publication. We are currently working on keeping it that way. At the moment, there are 12 editors – including myself – and 2 associate editors.

Name	Position
1. Daniel Mermelstein	Editor-in-Chief

2. Jon Foster	News content
3. Joella Almeida	Events content
4. Gloria Mak	Comment content
5. Jenn Yi	Comment associate
6. Qi Chen	Lifestyles content
7. Noofa Hannan	Lifestyles associate
8. Chad Camacho	Sports content
9. Chris Granicolo	Sports content
10. Harrison Dahme	A&E content
11. Lydia Kil	Copy
12. Jenn Ng	Copy
13. Ellen Chang	Illustrations
14. Steve Masse	Layout

Currently, the positions of Photo and Online editor are still open. We are searching for people to fill these posts. I'm confident they will be filled soon.

Most of the people we have on staff this year have been involved with the Howl's revival last year, and I trust they will continue to put in the time and effort to sustain the publication into 2012 and beyond.

While the main focus of the publication is and will continue to be the paper version, we've decided that the momentum gained during the year should be supported into the summer term. Therefore, during the summer months of June through August, the Howl will continue to function in its online medium; namely, through the blog, facebook page, and twitter account. In order to maintain student interest in this medium, we have decided on maintaining a bi-weekly production schedule. However, each content section will have its own deadline, allowing articles to be released constantly and consistently throughout the summer, every couple of days. This way students won't be overwhelmed by ridiculous amounts of new content on an inconsistent and widespread timeline.

5. Appendix

i) Frosh Week Schedule

ii) Frosh Week Proposed Budget

Frosh Detailed Schedule:

Please Note: This is a proposal. Some of these ideas have yet to be approved by the OMC and they are, therefore, still up for discussion and amendment.

Tuesday	12:00 – 14:00	<p>Frosh Registration:</p> <p>5 registration stations with 2 leaders per station (1 signing them in on a laptop, 1 giving out t-shirts and frosh kits)</p> <p>1 sign-up station with summer SIA (signing people up on the Mac), member of the core OMC (supervising), and 1 frosh leader (handing out frosh kits and t-shirts)</p>
	12:00 – 14:00	<p>BBQ:</p> <p>2 BBQ stations with 2 frosh leaders per station (1 griller and 1 assistant), 1 frosh leader manning the condiment table, and 1 OMC supervising the BBQ.</p>
	12:00 – 14:00	<p>Group Activities:</p> <p>10 teams: at least 2 head leaders per team</p> <ul style="list-style-type: none"> - Banner Painting - Ice Breakers - Cheers <p>Stations:</p> <ul style="list-style-type: none"> - Ask a leader about frosh - Ask a leader about University Life - Ask a leader about WCSA - Ask a leader about the Howl - WDW Pride face-painting station - T-Shirt customizing station
	14:00 – 14:15	Scavenger Hunt orientation
	14:15 – 15:15	Scavenger Hunt
	15:15 – 15:30	Meet back in the quad and instructions for later
	15:30 – 21:00	Free time
	18:00 – 20:00	Organized group dinner
	21:00 – 1:00	ABC Quad Party
Wednesday	10:00	All frosh-leader bus leaves for Hart House Farm

	11:00 – 13:00	Frosh and Frosh leaders travel to Hart House Farm
	11:00 – 12:00	Frosh leader team sets up lunch Frosh leader team unpacks the bus Frosh leader team sets up activities
	12:00 – 14:00	Lunch
	13:00 – 17:00	Organized activities (and free time): Swimming Soccer Volleyball Ice breakers Board games Card games Academic orientation discussion group Capture the flag
	17:00 – 19:00	Dinner
	19:00 – 1:00	Fire
	19:00 – 1:00	Poker tournaments (3 skill level tournaments)
	19:00 – 1:00	Music & Dancing
Thursday	9:00 – 10:00	Breakfast
	10:00 – 12:00	Buses back to Woodsworth
	11:00 – 14:00	Free time
	14:00 – 14:30	WOLF registration
	14:30 – 15:30	Stress Management / Meditation POST Social WCSA
	15:30 – 16:30	Dissolve Navigating U of T (Admin) Intramural Sports and Clubs
	16:30 – 18:00	AC / Hart House Physical Activity Session Classroom Essentials Commuting
	18:00 – 19:00	Dinner
	22:00 – 2:00	Club night
Friday	11:00 – 13:00	Poster Making
	12:00 – 13:00	Lunch
	13:00 – 16:00	UTSU Parade
	16:00 – 20:00	Free time
	20:00 – 1:00	Karaoke
Saturday	10:30 – 11:00	WOLF Registration
	11:00 – 12:00	Sex with SEC Robarts 101

		Res Life
	12:00 – 13:00	Nutrition Meet the Registrars Commuting
	13:00 – 14:00	Lunch
	14:00 – 15:00	Stress Management / Meditation Classroom Essentials Tabling Session (Resource Fair)
	15:00 – 16:00	AC / Hart House Physical Activity Session Navigating U of T (Admin) Tabling Session (Resource Fair)
	16:00 – 19:00	Free time
	17:00 – 19:00	Organized group dinner
	19:00 – 20:00	Buses to waterfront
	20:00 – 23:00	Boat cruise
Sunday	11:00 – 15:00	Toronto neighbourhood field trips: - Kensington and Chinatown - The Eaton Centre - Queen West - The Beaches
	15:00 – 17:00	Closing ceremonies

Frosh Week 2011 Proposed Budget

Frosh Week	BUDGETED	REVENUE
2601 Frosh Week		\$ 52,000.00
2601.1 Frosh Kits	\$ 5,500.00	\$ -
2601.2 Food	\$ 9,000.00	\$ -
2601.3 Boat Cruise	\$ 22,500.00	\$ -
2601.4 Hart House Farm	\$ 6,000.00	\$ -
2601.5 Buses	\$ 7,000.00	\$ -
2601.6 Mail-out	\$ 2,500.00	\$ -
2601.7 T-Shirts	\$ 6,000.00	\$ -
2601.8 Club Night	\$ 3,500.00	\$ -
2601.9 Courtyard Party	\$ 150.00	\$ -
2601.10 Live Band/DJ	\$ 500.00	\$ -
2601.11 Truck Rental	\$ 500.00	\$ -
2601.12 Equipment	\$ 1,000.00	\$ -
2601.13 Leader Retreat	\$ 300.00	\$ -
2601.14 Wages	\$ 3,500.00	\$ -
2601.15 Frosh Committee Food	\$ 200.00	\$ -
2601.16 Noise Permit	\$ 100.00	\$ -
2601.17 Security	\$ 500.00	\$ -
2601.18 Wristbands	\$ 400.00	\$ -
2601.19 Miscellaneous	\$ 1,000.00	\$ -
2601.20 WOLF Week	\$ 3,500.00	\$ -
2601.21 Scavenger Hunt	\$ 50.00	\$ -
2601.22 Wrap Up Event	\$ 500.00	\$ -
2601.23 Karaoke Alternate Event	\$ 500.00	\$ -
Total FROSH	\$ 74,700.00	\$ 52,000.00