



**Attendance for September 20, 2013**

**Voting members and designated voting members in attendance:**

Nausheen Adam, UTMSU; Mark Overton, Student Affairs; Ken Duncliffe, PEA&R; Hamza Ansari, UTMSU; David Zheng, UTMRC; Raymond Noronha, UTMSU; Ro'a Saafan, UTMSU; Andjela Ocicek, UTMAC; Daniel Ball, UTMAGS; Rubina Hoque, UTMRC; Derek Wilson, UTMAC; Hassan Havili, UTMSU; Elizabeth Martin, Principal's Designate.

**Non-voting participants in attendance:**

Mohammed Hashim, QSS Chair; Mariam Sharif, QSS Secretary/Student Affairs; Genevieve Lauren, UTMSU; Govind Khurana, Business Services; Walied Khogali, UTMSU; Mega Jamieson, Transportation Service; Uramranebi Agbeyegse, UTMSU; Bryan Chelvanaigum, UTMSU; Claire Westgate, Career Centre; Teresa Silva, ELC; Diane Crocker, Registrar's Office; Nythalah Baker, UTM Equity & Diversity Office.

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1. **Call to order**

The Chair called the meeting to order at 10:10 a.m.

2. **Discussion and approval of the agenda for the September 20 meeting.**

It was duly moved and seconded (Duncliffe/Ocicek)

*That item 4b. Nomination of QSS student representative for Governing Council on Athletics be added to the agenda.*

Motion Passes

It was duly moved and seconded (Noronha/Ansari):

*That the agenda for the September 20, 2013 QSS meeting be approved.*

Motion passes.

3. **Discussion and approval of the minutes of the meeting of August 23 2013.**

It was duly moved and seconded (Havili/Overton):

*Be it resolved that the minutes of August 23, 2013 Quality Service to Students committee meeting be approved.*

Motion passes.

4. **Approval of QSS Student Representative on COSS & Hart House Board of Stewards**

It was duly moved and seconded (Noronha/Saafan):

*Be it resolved that the nomination period be extended for the COSS student representative.*

Motion passes.

Melissa Theodore's name was put forward.

It was duly moved and seconded (Adam/Ansari):

*That the nomination period for UTM's student representative to COSS be closed.*

Motion passes.

Theodore spoke on her interests and qualifications for being UTM's student representative to COSS.

It was duly moved and seconded (Noronha/Havili):

*Be it resolved that Melissa Theodore is ratified as the QSS student representative on COSS for the 2013-2014 academic year.*

Motion passes.

It was duly moved and seconded (Overton/Zheng)

*Be it resolved that the nomination period be extended for UTM's student representative to the Hart House Board of Stewards.*

Motion passes.

It was duly moved and seconded (Adam/Zheng)

*That the nomination received for UTM's student representative to the Hart House Board of Stewards be Hamza Ansari, and that the nomination period be closed.*

Motion passes.

Ansari spoke on his interests and qualifications for being UTM's student representative on the Hart House Board of Stewards.

It was duly moved and seconded (Raymond/Hassan)

*That Hamza Ansari is ratified as UTM's student representative on the Hart House Board of Stewards for the 2013-2014 academic year.*

Motion passes.

#### **4b. Nominations of QSS student representatives for Governing council on Athletics**

It was duly moved and seconded (Duncliffe/Ocicek)

*That QSS receive nominations for the position of QSS student representative for the Governing Council on Athletics starting today. Be it further resolved that nominations close on October 9, 2013.*

Motion passes.

#### **5. Quality Service to Students Working Groups.**

Overton discussed advisory groups timeline and directors/managers with dates shared theirs.

All were reminded that each group's participants should start and remain with their group so that knowledge builds over subsequent meetings and doesn't require on-going participants to hear information and questions repeated unnecessarily.

#### **6. The Budget Process & the Student Services Fee**

UTMSU has requested to be informed of the account balances carried forward from last year's budgets. Overton stated that the numbers can be provided in consultation with Business Services. UTI/CPI calculation sheets from last year were also requested and will be provided.

#### **7. Future Meeting Schedule**

The next QSS meetings will take place on Oct 11, Nov 8, and Dec 6, 2013 from 10-11:30 a.m. in DV3130.

#### **8. Updates from student services and student unions/governments**

Spokespersons from each student service, government and student union were offered the opportunity to update other attendees on their recent and upcoming initiatives for the purposes of cross-promotion.

#### **9. Other Business**

Items requested for the next meeting include CPI/UTI handout, previous year's account balances, enrollment numbers, Hart House and Athletics presentations, secretary for QSS, information on the funding for the shuttle bus ticket machine and information on the bus shelter.

#### **10. Meeting adjournment**

It was duly moved and the chair adjourned the meeting at 11:17 a.m.