

**INVESTIGATING BOARD STRUCTURES: A COMPREHENSIVE REPORT ON INTERNAL AND EXTERNAL BOARD STRUCTURES AND UNION STAFFING**

***Nzube Ekpunobi, 2013.***

Contained herein is a brief, albeit comprehensive report on researched board structures within the University of Toronto, across the country and internationally. The constitutions, By-Laws and associated union websites for all student bodies presented below were consulted in order to produce this report, so it should be current, detailed and accurate. The most recently published constitutions and/or By-Laws that were publicly available were assumed to be the structure by which the pertinent councils and unions are being governed by, and the report has been structured with the assumption that such provisions have been adhered to in good faith.

The student bodies being investigated include the University of Toronto Students' Union, Woodsworth College Students' Association, Engineering Society at U of T, St. Michael's College Students' Union, Trinity College Meeting, University College Literary and Athletic Society, Innis College Student Society, New College Student Council, Victoria University Students' Administrative Council, Ryerson Students' Union, York University Students' Union, Student Federation of the University of Ottawa, Alma Mater Society of the University of British Columbia, Dalhousie Student Union and the Harvard Undergraduate Council.

At the end of the result, a series of recommendations based on the researched board structures are present for the UTSU, with regards to possible additions and adjustments to the current Union board and staffing structures.

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**UNIVERSITY OF TORONTO STUDENTS' UNION**

**Executive Committee:**

President, VP - Internal and Services, VP - Campus Life, VP - University Affairs, VP - Equity, VP - External, UTMSU Designate.

**Directors:**

**Division 1:** Arts and Science At-Large (2), Innis College director (1), St. Michael's College director (3), New College director (3), Transitional Year Program Director (1), Trinity College Director (1), University College director (2), Victoria College director (2), Woodsworth College director (3).

**Division 2:** Professional Faculty At-Large (2), Faculty of Architecture, Landscape and Design (1), Faculty of Dentistry (1), Faculty of Engineering (3), Faculty of Law (1), Faculty of Music (1), Faculty of Nursing (1), Faculty of Pharmacy (1), Faculty of Kinesiology and Physical Education (1), Ontario Institute for Studies in Education (1), Toronto School of Theology (1).

**Division 3:** University of Toronto, Mississauga Directors (7).

**Commissions:**

Academic and Student Rights, Campus Life, Community Action, Equity and Social Justice, Sustainability.

**Committee:**

Executive, Budget, Policy and Procedures, Student Accessibility, Executive Review, Professional Faculties, Clubs, Organizational Services and Development, Elections and Referenda, Bursary and Grants.

**Staff:**

Internal Coordinator, Health and Dental Plan Coordinator, Member Services Coordinator, Events Coordinator, Clubs and Service Groups Coordinator, Policy and

Student Rights Coordinator, Communications and Outreach Coordinator, Financial Coordinator, Graphic Designer, Executive Director.

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#### UNIVERSITY OF TORONTO COLLEGE SYSTEM GOVERNING BODIES

#### **WOODSWORTH COLLEGE STUDENTS ASSOCIATION (WCSA):**

##### **Executive:**

President, VP - Internal Affairs, VP - Financial Affairs, VP - Public Relations, VP - External Affairs, VP - Social Affairs, VP - Athletic Affairs.

##### **Directors:**

Associate Director of Athletic Affairs, Associate Director of Social Affairs, Professional Development Director, Community Outreach Director, Full-Time Students' Director, (2), Upper-Year Students' Director (2), Mature Students' Director (2), Off-Campus Students' Director (2), 89 Chestnut Residence Director, Woodsworth College Residence Director, Academic Bridging Students' Director.

#### **ENGINEERING SOCIETY, U OF T (ENGSOC):**

##### **Officers:**

President, VP - Finance, VP - Academic, VP - Communications, VP - Student Life.

##### **Directors:**

Chemical Engineering Representative, Civil Engineering Representative, Computer Engineering Representative, Electrical Engineering Representative, Engineering Science Representative, Industrial Engineering Representative, Materials Science and Engineering Representative, Mechanical Engineering Representative, Mineral

Engineering Representative, First-Year Representatives (3), Upper-Year/Society-At-Large Representatives (4).

ST. MICHAEL'S COLLEGE STUDENTS' UNION (SMCSU):

**Executive Committee:**

President, Vice-President.

**Commissioners:**

Religious and Community Affairs Commissioner, Religious and Community Affairs Officer, Finance Commissioner, Double Blue (Socio-cultural) Commissioner, Double Blue Officer, Communications Commissioner, Promotions Officer, Community Life Commission Commissioner, Community Life Commission Officer, Education and Government Commissioner, Education and Government Officer, Art Commissioner, Arts Officer, Athletics Commissioner, Athletics Officer.

**TRINITY COLLEGE MEETING (TCM):**

**Membership:**

Heads of College (1 male, 1 female), Heads of Arts (1 male, 1 female), Co-heads of Divinity (2), Heads of Non-Resident Affairs (1 male, 1 female), UTSU (SAC) Representative, President of the Trinity College Athletic Association, President of the St. Hilda's Athletic Association, Prime Minister of the Trinity College Literary Institute, President of the Trinity College Dramatic Society, Saltterrae Representative, President of the Trinity College Volunteer Society, Stephanos Representative, President of Rainbow Trinity, Heads of First Year (2), Head of Second Year, Head of Third Year, Head of Fourth Year, Chair of the TCM, Treasurer of the TCM, Secretary of the TCM, Archivist of the TCM, Resident Members-at-Large (2), Non-Resident Members-At-Large (2).

**Committees:**

Trinity and St. Hilda's House Committees, Finance Committee, Operations Committee, Student Government Review Committee, Student Capital Campaign Committee

**Auxiliary Committees:**

Trinity Orientation Committee, Saints' Ball Committee.

**UNIVERSITY COLLEGE LITERARY AND ATHLETIC SOCIETY (UCLIT):**

**Officers:**

President, Vice-President, Finance Commissioner.

**Directors:**

University and Academic Affairs Commissioner, Services Commissioner, Social Commissioner, Athletics Commissioner, Global Action Commissioner, Community Outreach Commissioner, Spirit and Communications Commissioner, Off-Campus Commissioner, Literary and Creative Arts Commissioner, First Year Off-Campus Representatives (3), First-Year Residence Representatives (3), Upper-Year Off-Campus representatives (7), Upper-Year Residence Representatives (7), University College Residence Council President, SEC Directors (2).

**INNIS COLLEGE STUDENT SOCIETY (ICSS):**

**Executive:**

President, Executive Vice-President, VP - Finance, VP-Internal.

**Directors:**

Social Director (2), Athletics Director (2), Community Outreach Director, Clubs and Merchandise Director, Representative of Off-Campus Students (2), Upper-Year

Representative (2), First-Year Representative (2), Orientation Coordinator (2), Marketing Director.

**NEW COLLEGE STUDENT COUNCIL (NCSC):**

**Executive:**

President, VP Student Life, VP Administration, VP Finance

**Directors:**

Co-Ed Athletics Director, Male Athletics Director, Female Athletics Director, Education and Philanthropy Director, E-Communications Director, Equity & Sustainability Director, Marketing and Communications Director (x2), Off-Campus Director (x2), Social Director (x2).

**Representatives:**

First-Year Representative (x2), Middle-Year Representative (x2), Graduating-Year Representative (x2), IFP Representative, New College Council Representative (x2), Speaker, Chief Returning Officer, UTSU Representative (x3), NCRC Representative, Orientation Chair, Orientation Vice-Chair Finance, Roscoe, New College Mascot, The Window Editor in Chief, The Window Business Manager.

**VICTORIA UNIVERSITY STUDENTS' ADMINISTRATIVE COUNCIL (VUSAC):**

**Judiciary and Chairs:**

President, VP External, VP Internal, VUSAC Chair, Secretary, Finance Chair.

**Commissioners:**

Clubs commissioner, Communications commissioner, Commuter Commissioners, Education and Equity Commissioner, Arts and Culture Commissioner, Scarlet and Gold Commissioner (Social), Sustainability Commissioner. Members-At-Large (x8).

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## **RYERSON STUDENTS' UNION (RSU):**

### **Committees:**

Executive committee, Event and Entertainment Committee, Finance Committee, By-Laws Committee, Educational Issues Committee, Sustainability Committee, Committee on Equity Issues, Student Groups Committee, Course Unions Committee, Bursary Committee, Graduate Representative Committee, Election Appeals Committee (appeals CRO decision).

### **Officers:**

President, VP Operations, VP Education, VP Equity, VP Student Life and Events.

### **Directors:**

Student Action Commissioner, Student Groups and Course Unions Commissioner, Events and Entertainment Commissioner, Student Centre Commissioner, Equity and Social Justice Commissioner, Sustainability Commissioner, Sport & Athletics Commissioner, Faculty of Arts Director, Faculty of Community Services Director, Faculty of Communication and Design Director, Faculty of Business Director, Faculty of Engineering and Architectural Science, Faculty of Science [NB: Total amount of student faculty directors shall be determined on the basis of one director per 1,100 members]. Residence Director, Graduate Representative Committee Director, Ex-Officio Directors

### **Other Roles and Responsibilities:**

Secretary, Chair, RSU Representative on Senate, Chief Returning Officer.

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**YORK UNIVERSITY STUDENTS' UNION (YUSU):**

**Full-Time Officers:**

President, York Sport President, Academic Officer, Student Activities Officer, Welfare Officer.

**Part-Time Officers:**

LGBTQ Officer, Mature Students' Officer, International Officer, Environment & Ethics Officer, Disabled Students' Officer, Campaigns Officer, Racial Equality Officer, Rag (Raising & Giving; charity wing of the YUSU) Officer, Volunteering Officer, Women's Officer, Union Chair.

**Staff:**

Receptionist (2), Sports Participation Manager, Health & Safety Coordinator, CEO, Finance Assistant (5), IT Coordinator, Marketing & Events Manager, Graphic Designer, Research & Policy Development Coordinator, Marketing Coordinator, Membership Services Manager, Academic and Welfare Coordinator, JCRC & Community Development Coordinator, Democracy & Campaigns Development Coordinator, Student Engagement Development Coordinator, Activities Manager, Activities Assistant, Sports & Societies Coordinator.

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**STUDENT FEDERATION OF THE UNIVERSITY OF OTTAWA (SFUO):**

**Executive:**

President, VP-Services and Communications, VP-Finance, VP-Social Activities, VP-Equity, VP-University Affairs

**Faculty Directors** (25 total, distributed according to population of faculty):

Faculty of Arts Director (4), Faculty of Education Director, Faculty of Engineering Director (2), Faculty of Health Sciences Director (2), Faculty of Law: Common Law Section



Director, Faculty of Medicine Director, Faculty of Science Director (3), Faculty of Social Science Director (6), Telfer School of Management Director (2), Special Student Director\*.

**Committees:**

Finance Committee, Policy and By-Laws Committee, Promotion Committee, Disciplinary Committee, Constitutional Committee, Accessibility Fund Committee, Accessibility Committee, Student Life Services Committee, Student Spaces Committee, Student Experience Committee, Elections Committee, Campaign Committee, Selections Committee, Communications Round Table, Money Round Table, Social Round Table, University Affairs Round Table, Presidents' Round Table.

**Other Staff and Positions:**

Volunteer Coordinators, Safety Ambassadors, Chief Elections Officer (CEO), Clubs Coordinator, Comptroller General (accounts for non-litigious matters involving funds of the SFUO, as well as all other potentially actionable questions), Treasurer, Referendum Convener, Chief Returning & Information's Officer, Director of Marketing, Promotions Coordinator, Chairperson of the Board of Administration.

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**ALMA MATER SOCIETY OF THE UNIVERSITY OF BRITISH COLUMBIA-VANCOUVER:**

**Executive** (each shall have 1+ Associate):

President, VP-Academic and University Affairs, VP-Finance, VP-Administration,

**Officers:**

President's Executive Assistant, Executive Coordinator of Student services, Executive Projects Assistant, Assistant to the VP-Academic and University Affairs, Sustainability coordinator, Assistant to the VP-Administration, Shinerama Coordinator (for annual Shinerama Campaign - Cystic Fibrosis fundraiser), Chief Returning Officer, Online Communications Officer, Elections Administrator.

**Committees:**

**Standing Committees:** Education committee, Universal and External Relations Committee, Legislative Procedures Committee, Student Life and Communications Committee.

**Extraordinary Committees:** Agenda Committee, Extraordinary Hiring Committee, Elections Committee, Budget Committee, New SUB Project Committee, Sustainability Projects Committee, Oversight Committee, Business and Administration Governance Board.

**Commission** (each shall have an exec as a chair, and vice-chair):

Student Administrative Commission, External Commission, Finance Commission, University Commission.

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**DALHOUSIE STUDENT UNION:**

**Executives:**

President, VP-Finance & Operations, VP-Internal, VP-Academic & External, VP-Student Life.

**Full Time Staff:**

General Manager, Director of Facility and Operations, Director of Licensed Operations, Grawood Kitchen Manager, Director of Reservations, Campus Copy Manager, Controller, Accounting Assistant, Data Entry Clerk, Society Administrator, Communications and Policy Manager.

**Council Members:**

**Executives:** Aboriginal Rep, Member at Large, DUES - President, Law, Computer Science Society - VP Academic & External, Engineering Diploma Rep, DAGS - President, Agriculture Rep, International Rep, DAGS Rep, Residence Rep (2), DSS Medicine Rep,

Dentistry Rep, Health Professions Rep, Management, Black Students Rep, DASSS President, DSS Rep, Sexton Campus Director, Architecture Rep, DASSS VP-Academic & External, Women's Community Rep, Commerce Rep.

**Senate Representatives:** Senate Rep - DAGS, Senate Rep (3).

Board of Governors Representatives: BOG Rep (2).

**Sandbox Team:**

\*Group of 5 students dedicated to organizing things that students really want from soapbox-style feedback.

**Dalhousie Student Union Sustainability Office (DSUSO):**

\*Focused on economic, ecological and socially equitable sustainability.

**Staff:** Policy and Internal Communications, Campus Initiative and Events, Student Assistance and Volunteer Coordinator, Marketing and Outreach.

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**HARVARD UNDERGRADUATE COUNCIL**

**Committees:**

(One Chair per Committee, but numerous Vice-Chairs for specialized responsibilities, such as events, programs, etc.)

**Standing Committees:** Finance Committee, Student Life Committee, Education Committee, Student Initiatives Committee, Student Relations Committee, Rules Committee.

**Student-Faculty Committees:** Advisory Committee on Shareholder Responsibility, Student Health Planning Committee, Library Council on Student Experience, Committee on Athletics, Safety Committee, Dining Services Committee, University Health Services Committee, Committee on Technology, Patient Peer Advocate Workgroup (UHS), Harvard College Library Student Interest Group, Committee on the Library, Committee on Speaking and Writing, Education Policy Committee, Student Advisory Board for

Social Science, Student Advisory Board for Science, Student Advisory Board for Arts and Humanities, Committee on General Education, Committee on Undergraduate Education.

**Executive Officers:**

President (CEO), Vice President, Secretary, Treasurer. (Cannot chair standing committees as executive officers)

**Executive Board:**

Holds general executive authority and consists of the 4 executive officers, along with the elected Chairs of each committee.

**Representatives** (Similar to the College system at UofT):

Adams House Rep (2), Cabot House Rep (4), Currier House Rep (3), Dudley House Rep (1), Dunster House Rep (3), Eliot House Rep (3), Kirkland House Rep (3), Leverett House Rep (3), Lowell House Rep (3), Mather House Rep (3), Pforzheimer House Rep (3), Quincy House Rep (3), Winthrop House Rep (4), Crimson Yard Rep (3), Oak Yard Rep (3), Elm Yard Rep (3), Ivy Yard Rep (3).

**Other Staff:**

Parliamentarian (takes minutes, ensures RRO kept, responsible for Constitution and Bylaws).

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***For reference materials, bylaw or constitution documents, please email Nzube Ekpunobi at [nzube@utsu.ca](mailto:nzube@utsu.ca). All documents used for reference are also publicly available online.***

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**Recommendations:**

Disclaimer: The recommendations below are very limited suggestions based on the research presented above. They are not mandates, nor is this a commissioned research project. Implementation or recognition is solely at the discretion of the UTSU governing membership.

1. Currently, the chairs of standing committees at the UTSU are, for the most part, executives. Many other Unions have separate positions for chair of various committees in order to concentrate portfolio focus and maximize efficiency within specific committees. Having a similar structure whereby executives leave chairing of committees to elected committee representatives deserves investigation. Harvard University is one such institution where its student council puts heavy emphasis on committees and leadership therein.
2. The U of T College System puts heavy emphasis on level-based representatives such as First-Year Representatives and Upper-Year Representatives. They also tend to have positions for Residence Directors, Off-Campus Directors and Mature Students (in the case of WCSA). It is highly suggested that these be additions to the UTSU board in some shape or form, as they focus on important niche populations on campus. Strengthening residence involvement may be facilitated with a Residence director (either for each college, or overall). Year-specific reps and mature student representatives would also allow focus and representation of the unique experiences that are contained within this niche population.
3. Dalhousie Students' Union has a small group known as the "Sandbox Team". They focus specifically on improving the student experience by actively engaging with students, researching university life on campus and reporting on feedback from the constituency. A focused committee or group similar to this may be something to consider. The UTSU Campus Life Commission may already suffice for this purpose.
4. The York University Students' Union has a charity wing, whereby the union finds ways to give back to the community and promote philanthropy. The UTSU may

want to look into a charity or outreach wing/committee of some sort in the near future.

That concludes this report on board structures and recommendations. Please feel free to email the author for any questions, concerns or points of clarification at [nzube@utsu.ca](mailto:nzube@utsu.ca).