

CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

MINUTES of the meeting of the Full Board Meeting
held at the Student Centre Board Room, Progress Campus
941 Progress Avenue, Toronto, Ontario
on Wednesday, August 17, 2016 at 6:00 p.m.

Present:	D. Singh	-	President
	P. Kumar	-	Vice President, Progress
	T. Zhang	-	Campus Director, Progress
	A. Castillo	-	Campus Director, Progress
	R. McConney	-	Vice President, Ashtonbee
	J. Patel	-	Vice President, Morningside
	M. Phillips	-	Campus Director, Morningside
	T. Oselmo	-	Vice President, Story Arts Centre
	M. Kalala	-	Campus Director, Story Arts Centre
	C. Hudon	-	Advocate
	R. Kaur	-	Advocate
	L. Webb	-	Club Liaison
	M. Litonjua	-	Athletics & Recreation Liaison
Proxies:	A. Castillo	-	S. Sule, Campus Director, Morningside
	D. Singh	-	N. Mulowayi, Campus Director, Ashtonbee
	T. Oselmo	-	M. Lee, Campus Director Story Arts Centre
Staff:	T. Ellul	-	Manager Board Development & Services
	L. Sancı	-	Chairperson
Guests:	Jennifer Michalios	-	Recording Secretary, MinuteTakers Inc.
Regrets:	P. Kirlik	-	Executive Director/CEO
	S. Gada	-	Board Development Officer
	C. Suknanan	-	Events Liaison
	N. Mulowayi	-	Campus Director, Ashtonbee
	S. Sule	-	Campus Director, Morningside
	M. Lee	-	Campus Director Story Arts Centre
	M. Ali	-	Campus Director Ashtonbee

1. **CALL TO ORDER**

Notice having been given and there being a quorum present, L. Sanci called the meeting to order at 5:57 p.m. and presided as Chair.

2. **APPROVAL OF AGENDA**

On Motion by D. Singh and seconded by P. Kumar the agenda was approved and adopted as presented. (12-0-0)

3. **APPROVAL OF PREVIOUS MINUTES**

The Chair asked for any errors or omissions in the Minutes of the Full Board meeting of July 13, 2016 that were previously circulated for review.

- (a) *Page 2, Item 4 President's Update* – The item is amended to read as follows: “*D. Singh said C. Hudon, R. Kaur and himself met with the Officer of Aboriginal Development.*”

On Motion by R. McConney and seconded by J. Patel it was,
RESOLVED THAT the Minutes of the Full Board meeting of Wednesday, July 13, 2016 be accepted as amended. Motion carried. (12-0-0)

4. **BUSINESS ARISING FROM THE MINUTES**

- (a) *Review of Minutes* – T. Ellul reiterated the importance of reading through the most recent set of meeting minutes and noting any areas of concern prior to attending Board meetings.

5. **PRESIDENT'S UPDATE**

- (a) *Campus Concerns* – D. Singh brought forth concerns raised by L. Webb regarding incidents of students cheating. Attention was also drawn to incidents of sexual harassment that have occurred on campus.
- (b) *Personal Trainers* – It was noted that interviews were conducted and three new Personal Trainers were hired for the Progress Campus gym. Board members are encouraged to introduce themselves to all new staff members.
- (c) *College Student Alliance* – D. Singh informed the Board that he had attended a workshop held by the CSA. The organization is interested in creating future partnership opportunities with the CCSAI and providing appropriate guidance and assistance as needed. It was established that Madison Schell, the new President of the CSA, plans to attend the next CCSAI Annual General Meeting and reference was also made to the Yellow Umbrella Project. In response to a query from L. Webb, it was confirmed that CCSAI fees are included in annual tuition amounts.

- (d) *Brainstorming* – D. Singh is working closely with P. Kirlik to update the honorarium amount as previously approved by the Board, as well as to properly plan for a smooth transition into the fall semester.

6. **COMMITTEE UPDATES**

6.1 **Governance Committee**

- (a) *Club Policy* – L. Sancu noted the work that was carried out to review and approve the updated club policy. It was confirmed that the Committee thoroughly examined both club status and club funding interests and is working to streamline the way in which all concerns and complaints are addressed. In response to a query from D. Singh, it was noted that a revised document of the policy was drafted after the last meeting of the Governance Committee.

6.2 **Programming Committee**

- (a) *Events* – D. Singh reported that V. Barahona is effectively working to ensure that a wide range of functions and opportunities for engagement are planned. Many events have been sold out and it is encouraging to observe students participating in all that the CCSAI has to offer. It was noted that a lot of exciting things are in store for the fall semester.

7. **RETREAT GOAL UPDATES**

- (a) *Sponsorship* – T. Oselmo reported that a meeting was held with Skyzone who agreed to offer discounted pricing to students from the college. T. Zhang has worked to create a way in which the CCSAI is effectively able to contact companies for sponsorship by using Google notes, and efforts are being made to increase both the contact base as well as the number of companies who can sponsor CCSAI endeavors.
- (b) *App* – C. Hudon provided a brief update on the status of the app and noted the two phases of production. Discussion ensued regarding the questionnaire that is being used to collect data from students and A. Castillo noted that the methods in place help to ensure that quantitative data is gathered. The project will be completed by the end of November 2016. R. Kaur questioned whether a platform was in place to allow for blogging. ***Action: The Board is requested to send any applicable feedback, with regard to the questionnaire, by the end of the week to C. Hudon and A. Castillo. Action: C. Hudon is requested to explore options for future blogging.***
- (c) *Food Bank* – D. Singh is looking into ways in which a food bank can be set up and noted that a discussion took place at the CSA workshop with respect to this concept. A meeting is scheduled to occur with the Dean of Students to before moving forward.

- (d) *International Student Liaison* – Discussion ensued regarding whether there is a need for an International Student Liaison Board position. Representatives from the International Department have been invited to attend the next Full Board meeting on Wednesday, September 21, 2016. M. Kalala questioned what exactly the position would entail and L. Webb provided clarification and noted the unique needs of international students. ***Action: Board members are requested to email pertinent questions to L. Webb, M. Lee, M. Phillips and T. Ellul who will closely work with P. Kirlik to determine suitability.***
- (e) *Sexual Assault/Mental Health Awareness* – M. Litonjua informed the Board that efforts are being made to determine the best course of action to raise awareness of both sexual assault and mental health. Reference was made to the option of distributing pamphlets at all campus locations and hosting speak-out campaigns, and pertinent discussion ensued. D. Singh noted that the CCSAI has relevant materials available for use, as required. R. Kaur stated that a nationwide survey regarding sexual assault is in progress, and is intended to streamline the way post secondary institutions are tackling this area of concern.
- (f) *Job Fairs* – P. Kumar noted the importance of informing students that career services are available to assist them with creating effective resumes and preparing for job interviews. The CCSAI is exploring the option of hosting a workshop where specialists would offer their services to students looking for jobs. In response to a query by M. Litonjua, it was clarified that at the present time the idea of a job fair does not entail independent companies visiting the campus to meet and hire graduates.

8. **FILLING BOARD VACANCIES**

- (a) *Vacancies* – T. Elull reported the resignation of Campus Director Ashtonbee, M. Ali, and Event Liaison, C. Suknanan. Applications for the two positions will be accepted until September 15, 2016 and interviews will be held on September 19 and 20, 2016 and ratified at the Board meeting on September 21, 2016. L. Sancu queried whether packages were available and processes in place to inform students interested in applying for the positions, and T. Elull confirmed that efforts would be made to spread awareness.

9. **FOR THE GOOD OF THE BOARD**

- (a) *Preparing for Effective Board Meetings* – L. Sancu thanked the Board for taking the time to read past meeting minutes prior to attendance and reminded all members to report any noted errors as required. L. Sancu reiterated the importance of directing all questions through the Chair during the course of the meeting.
- (b) *Office Hours* – T. Elull commended the Committees for their work during the summer semester. T. Elull requested that Board members submit their fall semester timetable to best determine each members' availability for office hours.

- (c) *Agenda* – L. Sancu requested that additional items for discussion be emailed to P. Kirlik, T. Ellul and D. Singh who will incorporate them into the meeting agenda as deemed appropriate.

10. **DATE OF NEXT MEETING**

The next Full Board meeting will be held on Wednesday, September 21, 2016 at 7:00 p.m. at Centennial College, Ashtonbee Campus, Toronto, Ontario.

11. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 6:45 p.m. on Motion by R. McConney and seconded by M. Phillips.

President – D. Singh

Executive Director/CEO – P. Kirlik