

CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

MINUTES of the meeting of the Full Board Meeting
held at the Student Centre Board Room, Ashtonbee Campus, 75 Ashtonbee Road,
Toronto, Ontario
on Wednesday, September 21, 2016 at 7:00 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
	N. Mulowayi	-	Campus Director, Ashtonbee
	J. Patel	-	Vice President, Morningside
	M. Phillips	-	Campus Director, Morningside
	S. Sule	-	Campus Director, Morningside
	M. Kalala	-	Campus Director, Story Arts Centre
	M. Lee	-	Campus Director Story Arts Centre
	C. Hudon	-	Advocate
	R. Kaur	-	Advocate
	S. Gada	-	Board Development Officer
	L. Webb	-	Club Liaison
	M. Litonjua	-	Athletics & Recreation Liaison
	P. Weekes	-	Events Liaison
	P. Kirlik	-	Executive Director/CEO
Proxies:	M. Kalala	-	Holding a proxie for T. Oselmo
Staff:	T. Ellul	-	Manager Board Development & Services
	L. Sancu	-	Chairperson
	K. Rajpaulsingh	-	Director, Student Life
Guests:	P. Vas	-	Manager, International Student Services
	J. Michalios	-	Recording Secretary, MinuteTakers Inc.
Regrets:	T. Oselmo	-	Vice President, Story Arts Centre

1. **CALL TO ORDER**

Notice having been given and there being a quorum present, L. Sancu called the meeting to order at 7:02 p.m. and presided as Chair.

2. **APPROVAL OF AGENDA**

On Motion by J. Patel and seconded by N. Mulowayi, 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 August 17, 2016 that were previously circulated for review.

- (a) *Page 2, Item 5(c) College Student Alliance* – The third sentence is deleted.

On Motion by M. Phillips and seconded by P. Kumar it was,
RESOLVED THAT the Minutes of the Full Board meeting of Wednesday, August 17, 2016 be accepted as amended. Motion carried.

4. **PRESIDENT'S UPDATE**

- (a) *Leadership Training Conference* – D. Singh reported attending a training conference in Ottawa at which various topics of interest were discussed in detail including college and community involvement with refugee students from Syria.
- (b) *Orientation* – The fall semester has officially commenced and orientation was carried out successfully.
- (c) *Paint the Town Green Event* – Cards have been distributed and event specific t-shirts have been printed for CCSAI members in an effort to promote the event. It was noted that over 5000 students are expected to participate.
- (d) *Presentations* – CCSAI members were given the opportunity to carry out presentations at the School of Business and the School of Engineering at Progress Campus.
- (e) *Accessibility* – It was reported that there are some concerns with accessibility at the meditation room areas of Progress Campus. The Accessibility Advisory Committee is perusing possible improvements including the installation of automatic operating doors.

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- (f) *Sleep Stations* – A suggestion was brought forth to set up sleep stations to allow students to rest on campus during the day. It was reported that in the past, Appletree had set up nursing stations on campus.
 - (g) *Food Bank* – A survey was conducted by the College regarding various areas of need and a comprehensive update will be presented at the next full Board meeting.
 - (h) *CSA Conference* – It was determined that CSA Conference attendance is open to all Board members, however only the President and the Vice Presidents of each campus attended free of charge.
 - (i) *Response* – D. Singh requested feedback in response to the report presented. L. Webb questioned what Appletree was, and clarification was provided. N. Mulowayi wished for clarification concerning the process in place for the acceptance of refugee students and it was noted that each post secondary institution in Canada follows a different procedure. Pertinent discussion ensued in response to a concern expressed by N. Mulowayi regarding the promotion of the Paint the Town Green event, and Board members queried whether students were receiving appropriate email updates.

5. **EXECUTIVE DIRECTOR'S UPDATE**

- (a) *New Residence* – P. Kirlik reported the completion of the new residence at Progress Campus and suggested a possible tour of the facilities for Board members. The importance of informing all students of the vast array of amenities and services available to them was noted.
- (b) *Centennial Welcome* – A task force will be created to address the Centennial Welcome event and tackle possible areas for improvement for future planning processes.
- (c) *Athletic and Wellness Centre* – The gym has been extremely busy and three new trainers were hired. A management meeting was conducted and it was noted that the agreement policy would be reviewed and adjusted as required.
- (d) *Health Plan* – P. Kirlik reported that a mandatory Board meeting would take place on Wednesday, September 28, 2016 to address the current health and dental plan.
- (e) *Health and Safety* – A new policy is in the process of being implemented to address contractor safety on campus.
- (f) *Training* – It was stated that advocacy training would take place and T. Zhang requested that training dates be provided in advance to allow Board members to plan around their course schedules accordingly.

6. **RATIFICATION OF NEW MEMBERS**

- (a) *Selection Process* – S. Gada provided an update regarding the process that took place and noted many positive interviews with prospective candidates. It was noted that the position of Campus Director at Ashtonbee remains to be filled. Ratification is now required for the Events Liaison position. P. Weekes was welcomed and indicated consent to the assigned position and terms.

MOTION by R. McConney

Seconded by A. Castillo

THAT Philip Weekes be elected as the CCSAI Events Liaison. Motion carried.
(12-0-0).

7. **COMMITTEE UPDATES**

7.1 **Governance Committee**

- (a) *Disqualification Process* – S. Gada noted that three possible process models were thoroughly examined. It was reported that the general consensus is for the Board Development Officer and the Manager Board Development and Services to be responsible for making decisions on all sanctions including disqualification. Should an appeal be submitted, the full Board would gather for an emergency meeting to address the appeal and to vote as required. The policy is being finalized and will be presented for Board approval at the next meeting.

7.2 **Programming Committee**

- (a) *Update* – D Singh provided an update on various events that have taken place and stressed the importance of ensuring that CCSAI Board members commit to attend as many events as possible.
- (b) *Promotion* – M. Litonjua expressed concern regarding the proper promotion of events and pertinent discussion ensued. ***Action: P. Weekes is requested to include this discussion item on the agenda for the next meeting of the Programming Committee scheduled for Wednesday October 5, 2016.***

8. **INTERNATIONAL DEPARTMENT PRESENTATION**

- (a) *Presentation* – On behalf of the International Department, P. Vas gave a thorough presentation to highlight what international education at Centennial entails. It was noted that 35% of the student population consists of international students from more than 100 different countries, and the department works intently to address the academic, professional and personal needs of these individuals.

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- (a...) The department consists of two branches: Recruitment and Admissions, and Services and Global Experience (SaGe). P. Vas suggested sharing services and resources with the CCSAI for the benefit of international students.
- (b) *Questions and Answers* – P. Vas opened the floor to questions from the Board. In response to a query from P. Kumar regarding medical insurance, it was reported that students are covered as of September 1, 2016. It was further noted that an assessment test is required for English and math and P. Kumar suggested that this be made more clearly to all international students at the initial time of contact by recruitment agents. D. Singh commented on the unwarranted wait time at the International office and P. Vas confirmed that the department is working to address the issue. C. Hudon queried how countries are chosen for college recruitment and it was clarified that the college follows CIC and government trends. R. McConney questioned the reason for the high cost of international student fees and it was noted that Canadian students receive funding from the government for their studies, which internationals are not eligible for. In response to a query from L. Webb, it was reported that it is often a great challenge to encourage international students to take part in college activities and events. N. Mulowayi questioned whether scholarships or bursaries were available for international students and P. Vas noted that a fund is in place based on GPA to assist some students. R. McConney questioned whether it would prove beneficial to have a CCSAI Board liaison for the International Department and P. Vas stated that the department would be open to further exploring the possibility.

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

- (a) *Participation* – L. Sancı thanked the Board for their questions, appropriate discussion and overall contribution to a successful meeting. D. Singh encouraged involvement from all members at subsequent meetings and thanked P. Vas for the informative presentation.
- (b) *Ground Rules* – L. Sancı and S. Gada reiterated the importance of proper professional conduct during meetings.

10. **DATE OF NEXT MEETING**

The Annual General Meeting will be held on Wednesday, October 19, 2016 at 7:00 p.m. at the Student Centre Board Room, Progress Campus, 941 Progress Avenue, Toronto, Ontario.

11. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 8:33 p.m. on Motion by D. Singh and seconded by M. Kalala.

President – D. Singh

Executive Director/CEO – P. Kirlik