

CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

MINUTES of the meeting of the Full Board Meeting
held at Ashtonbee Campus, Room A1-02
75 Ashtonbee Road, Toronto, Ontario
on Wednesday, February 15, 2017 at 7:00 p.m.

Present: D. Singh - President
T. Zhang - Campus Director, Progress
A. Castillo - Campus Director, Progress
R. McConney - Vice President, Ashtonbee
N. Mulowayi - Campus Director, Ashtonbee
M. Phillips - Campus Director, Morningside
S. Sule - Campus Director, Morningside
S. May-Wah Ing - Campus Director, Morningside
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: D. Singh - proxy for P. Kumar
S. Sule - proxy for M. Lee
M. Phillips - proxy for T. Oselmo
M. Kalala submitted a proxy

Staff: L. Sanci - Chairperson
S. Webb-Crowe - Leadership Passport
V. Amin - Transforming the Future

Guests: J. Michalios - Recording Secretary, MinuteTakers Inc.

Regrets: P. Kumar - Vice President, Progress
T. Oselmo - Vice President, Story Arts Centre
M. Kalala - Campus Director, Story Arts Centre
M. Lee - Campus Director Story Arts Centre

1. **CALL TO ORDER**

Notice having been given and there being a quorum present, L. Sanci called the meeting to order at 7:03 p.m. and presided as Chair.

2. **APPROVAL OF AGENDA**

On Motion by M. Phillips and seconded by N. Mulowayi the agenda was approved and adopted as presented. (13-0-0)

3. **APPROVAL OF PREVIOUS MINUTES**

The Chair asked for any errors or omissions in the Minutes of the Full Board meeting of January 18, 2017 that were previously circulated for review.

On Motion by S. Sule and seconded by A. Castillo it was,
RESOLVED THAT the Minutes of the Full Board meeting of Wednesday, January 18, 2017 be accepted as presented. Motion carried. (13-0-0)

4. **PRESIDENT'S REPORT** – D. Singh provided the President's Report and discussion highlights are noted as follows:

- (a) *Indigenous Working Group* – It was reported that D. Singh attended a meeting for the Indigenous Working Group with a focus on self value and personal growth for the student body.
- (b) *College Council* – The Council met on January 23, 2017, at which time D. Singh provided the Council with information about the health referendum, upcoming events and elections. In response to a query from S. May-Wah Ing, it was noted that the next meeting of the College Council is scheduled to take place on February 28, 2017. D. Singh provided clarification in response to a query by N. Mulowayi regarding the way in which the proxy system works at Council meetings, confirming that it is the same as that in place for CCSAI Board meetings.
- (c) *Health Referendum* – The President praised the Board for their continued efforts to effectively promote the new health program that is scheduled to go into effect in September 2017.
- (d) *Classroom Visits* – It was requested that swag be distributed regularly by members of the Board during classroom visits in a effort to ensure that there is not a large amount of excess items remaining at the end of the semester. Discussion ensued regarding the way in which to build upon the current structure of classroom visits, noting that a meeting with all Deans would prove beneficial in this regard.

-
- (e) *Advocacy Meeting* – C. Hudon, P. Kirlik, D. Singh and K. Rajpaulsingh met to discuss various aspects of advocacy and to identify areas that require improvement moving forward. A follow-up meeting is planned in the near future.
 - (f) *Staff Meetings* – D. Singh attended regular staff meetings, and after pertinent discussion, it was recommended that members of the AWC be invited to a future CCSAI Full Board Meeting to foster improved communication and collaboration.
 - (g) *AODA Meeting* – C. Hudon and D. Singh were in attendance at the AODA and reported a discussion addressing existing space on campus in relation to the growing student body.
 - (h) *Food Services* – Concern was expressed regarding the quality and lack of variety of food sold at the Morningside Campus, and it was acknowledged that similar complaints have been received at other campus locations. P. Kirlik reported that the College is in 4-year contract with Aramark, the current food services provider. D. Singh suggested that all complaints be emailed directly to Joe at Aramark, and S. Gada reiterated the importance of actively following up with all complaints that have been left unattended thus far. R. McConney questioned whether the CCSAI could take over the management of food services and pertinent discussion ensued. It was determined that representatives from Aramark be invited to attend a Full Board meeting to best identify potential solutions for improvement.
 - (i) *Pickering Learning Centre* – A number of students at the Pickering Campus have expressed concern regarding difficulty to access CCSAI services and attend events. The Board discussed the Pickering Campus characteristics, noting that the majority of the student population of 50 is made up of international students. The Board reiterated the importance of regular campus visit to all sites. P. Kirlik reported that a thorough services audit would be conducted after the health referendum that will review all current by-laws, accessibility services and other aspects of the CCSAI for continued development.

5. **COLLEGE STUDENT ALLIANCE UPDATE**

- (a) *Conference* – D. Singh attended the College Student Alliance Conference in Niagara along with R. Kaur, S. May-Wah Ing, M. Lee and N. Mulowayi. A detailed conference report was sent to all Board members for review. The conference highlighted the importance of advocacy and the way that unique student complaints are attended to. Financial competency was also addressed, noting the value of Board involvement in the drafting of the fiscal CCSAI budget. Provincial data collected in the form of a student survey was presented and concern was expressed regarding the standing of Centennial College in relation to other institutions in areas associated with the hiring of graduates and their job satisfaction. An 'Events and Activities' sample spreadsheet template was provided that could be used as a framework for the management of current and future data related to events.

-
6. **LEADERHSIP PASSPORT PRESENTATION** – S. Webb-Crowe provided an overview of the Leadership Passport Program and discussion highlights are noted as follows:
- (a) *Overview* – The program’s focus is on student leadership development through experimental learning by the pursuit of leadership opportunities both on campus and in the community in an effort to advocate positive social change. A printed pamphlet was distributed to all Board members for review and it was reported that the framework used for the completion of the Passport is ‘What, So What?, and What now?’.
 - (b) *Distinction of Leadership* – Discussion ensued regarding the way in which Passport requirements are met in order for a student to graduate with a Distinction of Leadership on their transcript. Simply meeting the requirements does not guarantee the designation, but rather a thorough evaluation of the reflective narratives submitted for review that relate to each of their leadership experiences is conducted.
 - (c) *Promotion* – The significance of regular classroom visits in an effort to promote the Leadership Passport was discussed. The Board requested that all promotional material, as well as the website be updated on a regular basis. In response to a query by S. Gada, S. Webb-Crowe confirmed that students are able to register for the program at any time, however it is in their best interest to do so at the onset of their time at Centennial. The importance of the continued promotion of the Leadership Passport both at orientation events as well as during engagement week was highlighted.
7. **TRANSFORMING THE FUTURE** – V. Amin presented an overview of the proposals submitted for the Transforming the Future initiative with discussion highlights noted as follows:
- (a) *Proposals* – A spreadsheet itemizing proposals received was presented, and it was confirmed that the list had been narrowed down to five submissions. The way in which the projects were evaluated was questioned, and it was noted that detailed project proposals had been emailed to Board members in advance for review. T. Zhang identified the difficulty to fully understand a submitted proposal, without the student physically present to respond to questions and comments. After discussion, the following motion is noted:

On Motion by M. Phillips and seconded by T. Zhang it was,
RESOLVED THAT the CCSAI Board of Directors proceeds with the review of the four proposals agreed upon. Motion defeated. (6-7-0).
 - (b) *Supplementary Review* – It was determined that a number of rejected proposals be reconsidered and pertinent discussion ensued. In response to a query from M. Litonjua regarding the wait time for implementation, P. Kirlik confirmed that each proposal is unique and there is a process in place for proper handling and implementation. ***Tabled for further discussion.***

-
8. **CENTENNIAL COLLEGE UPDATE** – S. Webb-Crowe provided the College update with highlights noted as follows:
- (a) *Student Life Enhancement* – The venture is in progress with the assistance of various external consultants.
 - (b) *Orientation* – Multiple components of orientation planning were addressed and it was reported that a student survey was administered to help gather feedback regarding their overall orientation experience. In response to a query from D. Singh, it was identified that student responses are confidential. The importance of a long-standing orientation cycle was brought forth and pertinent discussion ensued.
 - (c) *Engagement Week* – Information pertinent to engagement week can be accessed on the College website including a detailed schedule of seminars, presentations and events for each campus location.

9. **CLUB RATIFICATIONS**

- (a) *New Clubs* – L. Webb reported that 18 applications for new clubs were received and reviewed, and 15 clubs were approved in principal and members have undergone applicable training sessions. In response to a query from L. Sancj, it was stated that all questions regarding clubs are to be directed to L. Webb or V. Barahona.

On Motion by T. Zhang and seconded by M. Phillips it was,
RESOLVED THAT the 15 new clubs be ratified. Motion carried. (13-0-0).

10. **EXECUTIVE DIRECTOR/CEO UPDATE** – P. Kirlik presented the Executive Director report with discussion highlights noted as follows:
- (a) *Financial Statements* – Detailed financial statements were distributed to all Board members for review. It was noted that there is a surplus in the Programming Budget. The Service Budget remains in a slight deficit position as a result of increases to the cost of parking on campus, TTC fares, and insurance. When the health referendum is complete, the budget will be reviewed and balanced accordingly. Regular funding from College for the 2016, 2017 fiscal year is anticipated in the near future. In response to a query from D. Singh, P. Kirlik confirmed that detailed spreadsheets pertaining to each line item in the budget other than confidential items are available for review by members of the Board upon request.
 - (b) *Domestic Student Health Plan* – The vote for the referendum is scheduled to take place on Tuesday February 21, 2017. All Board members are to provide assistance to the best of their ability to ensure that the vote is conducted efficiently and effectively. A number of students have been hired to assist on election day and it was requested that Board members not wear CCSAI clothing while voting or when they are near the voting booths.

11. **FOR THE GOOD OF THE BOARD**

- (a) *Communication* – L. Sanci thanked the Board for successfully directing questions and comments through the chair throughout the course of the meeting.

12. **DATE OF NEXT MEETING**

The next Full Board meeting will be held on Wednesday, March 22, 2017 at 7:00 p.m. at the Story Arts Centre Campus, 951 Carlaw Ave., Toronto, Ontario.

13. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 8:59 p.m. on Motion duly made and seconded.



President – D. Singh



Executive Director/CEO – P. Kirlik

February 15, 2017