

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, May 25, 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
	N. Mulowayi	-	Campus Director, Ashtonbee
	J. Patel	-	Vice President, Morningside
	M. Phillips	-	Campus Director, Morningside
	S. Sule	-	Campus Director, Morningside
	T. Oselmo	-	Vice President, Story Arts Centre
	M. Kalala	-	Campus Director, Story Arts Centre
	C. Hudon	-	Advocate
	R. Kaur	-	Advocate
	S. Gada	-	Board Development Officer
	M. Litonjua	-	Athletics & Recreation Liaison
	C. Suknanan	-	Event Liaison
P. Kirlik	-	Executive Director/CEO	
Staff:	T. Ellul	-	Manager Board Development & Services
	L. Sancı	-	Chairperson
	L. Pargetter	-	Recording Secretary, MinuteTakers Inc.
Guest:	N. Buddel	-	Dean of Students, CC
Regrets:	R. McConney	-	Vice President, Ashtonbee
	M. Ali	-	Campus Director Ashtonbee
	M. Lee	-	Campus Director Story Arts Centre
	L. Webb	-	Club Liaison

1. **CALL TO ORDER**

Notice having been given and there being a quorum present, the Chairperson called the meeting to order at 6:02 p.m. and presided as Chair.

2. **APPROVAL OF AGENDA**

The Chairperson asked for any errors or omissions in the Agenda for Full Board meeting that were previously circulated for review.

On Motion by A. Castillo and seconded by N. Mulowayi it was:

RESOLVED THAT the Agenda for the Full Board meeting be accepted as presented. Motion carried. (11-0-0)

3. **APPROVAL OF PREVIOUS MINUTES**

The Chair asked for any errors or omissions in the Minutes of the Full Board meeting of April 27, 2016 that were previously circulated for review.

On Motion by J. Patel and seconded by P. Kumar it was,

RESOLVED THAT the Minutes of the Full Board meeting of Wednesday, April 27, 2016 be accepted as presented. Motion carried. (11-0-0)

4. **PRESIDENT'S UPDATE**

- (a) *Welcome* – Welcome to the Board. This is a complete Board with all positions filled. Board training recently took place and all members attended. The College Alliance Student Conference was attended, however, it was noted that if you cannot attend, please advise the office. Attended the CCPC meeting and it was noted that new professor criteria will be implemented in the next school year. The President noted that four Board members are needed to attend the International Health Plan meeting; an email was sent with the details. The President noted that he was elected as a Director on the CSA. Best of luck for the coming year.

5. **EXECUTIVE DIRECTOR'S UPDATE**

- (a) *Welcome* – P. Kirlik noted that the Board is one month in and there are 11 to go! The office staff are very busy with training. Please watch your emails and respond as appropriate.
- (b) *Staff Reviews* – Staff reviews are now complete.
- (c) *Part-Time Operations Staff* – It was noted that 19 part-time operations staff were hired and that Rachel from the office will be leaving and the position will be filled in the next month. If you are interested in becoming a part of the Selection Committee, please advise P. Kirlik.

- (d) *CSA Conference* – It was noted that the CSA Conference went well.
- (e) *Memo of Understanding* – P. Kirlik is working on the Memo of Understanding and hopes that it will be complete in June 2016.
- (f) *50th Anniversary* – The CCSAI is working with the Alumni Association to become a major sponsor of the 50th Anniversary celebrations taking place on October 28, 2016. A draft budget will be presented in the June meeting, which if the Board approves, will be fully ratified at the October 2016 Annual General Meeting by the full membership.

6. **STUDENT & COMMUNITY ENGAGEMENT UPDATE**

Neil Buddel, Dean of Students, was welcomed to the meeting to provide a student and community update and provide information on the new student advisor program.

- (a) *Key Performance Indicators (KPI) Ranking Update* – Services like counselling, careers, etc. were very well rated and the highest in Ontario.
- (b) *Soccer Turf* – The new turf will be laid shortly.
- (c) *Advisor Hiring* – The new Student Advisor hiring process is underway. There will be 22 advisors in total. The assigned advisor will be a students' main contact.
- (d) *Student Life Quorum* – The Student Life Quorum is taking place on June 7, 2016 at 8:30 a.m. and all Board members are welcome to attend. The meeting will discuss the future and to discuss options to update the student orientation. Service hours will be discussed. Board welcome to contribute and ask questions.
- (e) *Number of Advisor Per Campus* – M. Phillips queried how many advisors will be at each campus. There will be 22 advisors total and some campuses will have more than others and will be based on the number of students who attend the campus.
- (f) *Role of Student Advisor* – Following a query, it was explained that some students might need information and/or support and the advisor will provide it.
- (g) *In-Class Surveys* – D. Singh queried if the survey's taken in class were different from the KPI Survey. Yes, those surveys were different.
- (h) *Advisor Position Application Deadline* – T. Zhang queried what the deadline to apply for an advisor position closes. It was noted that the posting closed in March 2016, however, if additional spots open up the Board can be advised.

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- (i) *New Advisor Position* – N. Mulowayi queried if the new advisor role replaced the current program advisors. It was noted that student advising happened in various ways at different schools, and each had different understanding of how the student life should look. There was an external review performed in 2009 and it was suggested to improve the ‘advising’ aspect of student life at Centennial College. The new position will streamline the advising model throughout the campuses and programs. They will monitor grades, attendance patterns, etc. T. Ellul noted that if a student is struggling, now, the advisor may jump in sooner to try to help the student by offering guidance, information and support. The advisor will be available to students and will reach out to students directly. If they are not able to provide the support that a student needs, the advisor will refer to the appropriate on-campus/staff support.
 - (j) *Advisor Workload* – M. Litonjua queried how many students are assigned to an advisor. It was confirmed that there will be between 1,500-2,000 students assigned to each advisor. This is a new model and the office is anticipating some kinks that will need to be smoothed out. If you are interested in becoming a part of the Advising Counsel Committee, please notify the office.
 - (k) *Advisor Offices* – D. Singh queried where the advisors offices will be. The advisor offices will be located in the various schools. The Continuing Education office will change to Pathways Advisors offices and this will be a main hub.
 - (l) *Connecting with Students* – M. Phillips queried how the advisors go out to meet each student. It was noted that this will be a challenge, however, there are also virtual communities, student orientation and Skype.
 - (m) *Advisor Selection* – D. Singh queried how one selects an advisor. The school will assign the advisor to the student. D. Singh queried what the steps are to take if you are not comfortable with your assigned advisor. There will be an opportunity to meet with the advisor to discuss the challenges. If this does not help, you can escalate the conversation to the supervisor and possibly switch advisors. You may speak with Paula regarding any changes and she can assist.
 - (n) *Campus Advisors* – T. Oselmo queried how the advisors are separated to each campus. The Program Chairs are making these decisions.

7. **COMMITTEE UPDATES**

7.1 **Governance Committee** – S. Gada confirmed that there is no update from the Governance Committee at this time and a meeting date is yet to be determined.

7.2 **Programming Committee**

(a) *Next Meeting Date* – The next Programming Committee meeting will take place on June 1, 2016.

- (b) *Niagara Falls* – The Niagara Falls event ticket sales began on May 25, 2016.
- (c) *Summer Barbeque* – The summer barbeque will take place on July 27, 2016 at the Progress Campus. The Committee are planning for 500-700 students to attend.
- (d) *Pool Tournament* – A pool tournament is being planned.
- (e) *Blue Jays Game* – A Blue Jays game is being organised. The Committee will confirmed the date and advise the Board.

8. **FOR THE GOOD OF THE BOARD**

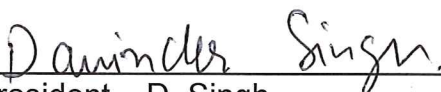
- (a) *Engagement* – The Chairperson noted that there is a sense of engagement tonight. The Chairperson appreciates the curiosity and questions.
- (b) *Robert's Rules* – P. Kirlik requests that the Board stay back at the end of the meeting to review Robert's Rules. This was a great meetings. The next meeting will have more topics and more opportunities to become engaged.
- (c) *Engagement* – N. Buddle noted that there were fantastic questions, which show the level of thinking and engagement.
- (d) *Great Work* – C. Suknanan feels like he knows everyone now. Everyone is kept up to date; keep up the great work.
- (e) *Honourarium Forms* – D. Singh reminded the Board to please complete the honourarium form in full, including the date. If you have questions, please ask a staff member.

9. **DATE OF NEXT MEETING**

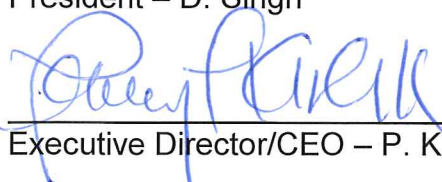
The next Full Board meeting will be held on Wednesday, June 22, 2016 at 7:00 p.m. at the Student Centre Board Room, Progress Campus, 941 Progress Avenue, Toronto, Ontario.

10. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 6:34 p.m. on Motion duly made D. Singh and seconded by T. Zhang.



President – D. Singh



Executive Director/CEO – P. Kirlik

May 25, 2016