

CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

ANNUAL GENERAL MEETING

MINUTES OF THE ANNUAL GENERAL MEETING OF Centennial College Student Association Incorporated held in the Main Events Hall, Progress Campus at 941 Progress Avenue, Toronto, Ontario on Thursday, October 18, 2018 commencing at 7:00 p.m. With the consent of all in attendance and no objections noted, Sadaf Hashmi presided as the Chair. All present were welcomed and the head table was introduced as follows:

Directors:	Samuel Casais	-	President
	Justin Lim	-	Vice President, Morningside
	Karamjeet Singh	-	Vice President, Progress Campus
	Jem Hewitt	-	Vice President, Story Arts Centre
	Samantha Garcia	-	Campus Director, Ashtonbee
	Dilsher Singh	-	Campus Director, Morningside
	Taranjeet Singh	-	Campus Director, Progress Campus
	Ivan Sharma	-	Campus Director, Story Arts Centre
	Matheus Ferreira Andrade	-	Advocate
	Miguel Meneses	-	Advocate
	Paige Solda	-	Athletics Representative
	Sadaf Hashmi	-	Board Development Officer
	Randine Fogarthy	-	Clubs Liaison
	Penny Kirlik	-	Executive Director/CEO
Proxies:	Samuel Casais	-	10 proxies
	Justin Lim	-	10 proxies
	Karamjeet Singh	-	10 proxies
	Jem Hewitt	-	10 proxies
	Samantha Garcia	-	10 proxies
	Dilsher Singh	-	10 proxies
	Taranjeet Singh	-	10 proxies
	Ivan Sharma	-	10 proxies
Staff:	Lovey Reid	-	Event Coordinator
	Natalie Brown	-	Productions Coordinator
	Loise Gahol	-	Engagement Coordinator
	Wendy Leung	-	Human Resources & Finance Manager
	Katie Breaks	-	Office Coordinator, Ashtonbee
	Margaret Kalembe	-	Office Coordinator, Morningside
	Sunny Yang	-	Accounting
	Jennifer Michalios	-	Recording Secretary, MinuteTakers Inc.
Members:	Kashmane Golding	-	Student at Large
	Fabyeon Burgess-Yearwood	-	Student at Large
	Rony Kodiyan	-	Student at Large
	Freddy Tran	-	Student at Large
	Abby Shah	-	Student at Large
	Suriya Nareyamen	-	Student at Large
	Samm Samuel	-	Student at Large
	Guillermo Bruner	-	Student at Large

	Lisa Furlano	-	Student at Large
	Victoria Doulos	-	Student at Large
	300986605	-	Student at Large
	Roman Kolomoyets	-	Student at Large
	Panayot Nediakov Dimitrov-	-	Student at Large
	Clint Franciso Macdonell	-	Student at Large
	Jobin Joseph	-	Student at Large
	Gerard Serveika	-	Student at Large
	200884748	-	Student at Large
	Meye Keth Moses	-	Student at Large
	Adrian De Rushe	-	Student at Large
	Shane Thomas	-	Student at Large
	Brandon Randial	-	Student at Large
	Ford Marklew	-	Student at Large
	Archie Cruz	-	Student at Large
	Andreas Koepke	-	Student at Large
	300958664	-	Student at Large
	Dylan Stuhr	-	Student at Large
	Arina Tuiovskaya	-	Student at Large
	Vladimir Oliveira Figueiredo	-	Student at Large
	Mihuel Madruyal	-	Student at Large
	Shyrai Sutherland	-	Student at Large
	Luiza Leao	-	Student at Large
	Sahil Setli	-	Student at Large
	Nawshaba Chowdhury	-	Student at Large
	Gunn Wongskwan	-	Student at Large
	Ianvan Gemert	-	Student at Large
	Emin Ekrekli	-	Student at Large
	Lauren Santarc	-	Student at Large
	300632359	-	Student at Large
	Nelique Mason	-	Student at Large
	Gurinderpal Singh Viridi	-	Student at Large
	Uditpal Singh	-	Student at Large
	Rashmi Rajput	-	Student at Large
	Brad Shadlock	-	Student at Large
	Will Rosenblat	-	Student at Large
	Grumeet Singh	-	Student at Large
	Tran Nhan Chau	-	Student at Large
	Ashley Aryind	-	Student at Large
	Vamini Bajaj	-	Student at Large
	Aayushi Gajjar	-	Student at Large
	Syednasir Gohary	-	Student at Large
	Jun Dao	-	Student at Large
Regrets:	Simona Agarwal	-	Event Liaison

1. **WELCOME**

Sadaf Hashmi welcomed all in attendance and thanked everyone for taking the time to come to the meeting. All Board members were then asked to stand and introduce themselves.

2. **ANNOUNCEMENT OF QUORUM and CALL TO ORDER**

It was confirmed that a quorum was present either in person or by proxy; with 63 students attending in person and 80 attending by Proxy, and that the meeting could therefore be properly constituted for the transaction of business. The meeting was duly called to order at 7:06 p.m.

3. **DECLARATION OF CONFLICT OF INTEREST**

No conflicts of interest were declared.

4. **APPROVAL OF THE AGENDA**

The Chair advised the students of the agenda for the meeting and requested any errors or omissions from the agenda.

There being no errors or omissions noted, the Chair requested a Motion that the agenda be approved as presented. On a Motion by Justin Lim and seconded by Samantha Garcia it was:

“Resolved that the agenda be approved as presented.”
(143-0-0), Motion carried.

5. **MINUTES OF THE PREVIOUS MINUTES**

The Chair advised the owners that the Minutes of the last Annual General Meeting held on December 6, 2017 were provided with the Notice of the Annual General Meeting.

There being no errors or omissions noted, the Chair requested a Motion that the reading of these Minutes be dispensed with and that same be approved. On a Motion by Randine Fogarthy and seconded by Samuel Casais it was:

“Resolved that the Minutes of the last Meeting of the Centennial College Student Association Inc. held on December 6, 2017 be dispensed with and that they be adopted and verified as presented.” (143-0-0) Motion carried.

6. **RATIFICATION OF 2018-19 CCSAI BOARD OF DIRECTORS**

(a) *Welcome* – Penny Kirlik thanked the current members of the Board for their hard work since the election and welcomed new members.

- (b) *Board of Directors* – The 2018/2019 Board of Directors of the Centennial College Student Association Inc. were introduced as follows:

Samuel Casais	-	President
Justin Lim	-	Vice President, Morningside
Karamjeet Singh	-	Vice President, Progress Campus
Jem Hewitt	-	Vice President, Story Arts Centre
Samantha Garcia	-	Campus Director, Ashtonbee
Dilsher Singh	-	Campus Director, Morningside
Taranjeet Singh	-	Campus Director, Progress Campus
Ivan Sharma	-	Campus Director, Story Arts Centre
Migel Meneses	-	Advocate
Matheus Ferreira Andrade	-	Advocate
Paige Solda	-	Athletics Representative
Sadaf Hashmi	-	Board Development Officer
Randine Fogarthy	-	Clubs Liaison
Simona Agarwal	-	Event Liaison

- (c) *Ratification* – On a Motion by Jem Hewitt and seconded by Samuel Casais it was:
“Resolved that the election of the 2018-2019 CCSAI Board of Directors be duly ratified and approved.” (142-0-1), Motion carried with one abstention, S. Casais.

7. **PRESIDENT’S REPORT**

S. Casais delivered a report noting matters achieved, services rendered, future and ongoing projects, etc. A copy is attached to these minutes as ‘Schedule A.’

8. **COLLEGE STUDENT ALLIANCE REPORT**

Justin Lim, Vice-President Morningside, delivered a report highlighting the main priorities and vision of the College Student Alliance and the manner by which the organization advocates for students in partnership with student leaders. A copy of the report is attached to these minutes as ‘Schedule B.’

9. **CEO/EXECUTIVE DIRECTOR’S REPORT**

- 9.1 **CEO/Executive Director’s Report** – Penny Kirlik outlined the purpose of the Board, the work of the staff, and her role as the Executive Director/CEO.

- 9.2 **2017/2018 Audited Financial Statements** – Penny Kirlik, Executive Director/CEO, presented the Annual Audited Financial Statement for the fiscal year ended March 31, 2018. Highlights were noted as follows:

- (a) *Auditor’s Opinion* – This report relates to the fiscal year ended March 31, 2018 and the Independent Auditor’s Report confirmed that these statements are a fair representation of the Corporation’s financial position for that period in all material respects.

(b) *Net Assets* – The Corporation’s net assets totalled \$3,696,125 at year end. Assets are comprised of restricted and unrestricted assets.

9.3 **Approval of Audited Financial Statements** – On a Motion by Justin Lim and seconded by Samantha Garcia, it was:

“Resolved that the Annual Audited Financial Statements and Auditor’s Report for Centennial College Student Association Inc. for the fiscal year period ended March 31, 2018 be adopted as presented.” (143-0-0), Motion carried.

9.4 **Appointment of Auditors** – On a Motion by Samuel Casais and seconded by Randine Fogarthy, it was:

“Resolved that the firm of BDO Dunwoody be re-appointed as Auditor of the Corporation for the fiscal period ending March 31, 2019, to hold office until the close of the next Annual General Meeting and that the Board of Directors be authorized to fix the Auditor’s remuneration.” (142-0-1), Motion carried.

10. **2018/2019 CCSAI OPERATING BUDGET**

10.1 **2018/2019 CCSAI Operating Budget** – Penny Kirlik provided an overview of the draft Operating Budget for the current fiscal year. It was reported that the budget had increased to approximately \$6,000,000 as a result of positive modifications to the student health and dental plan.

10.2 **Approval of the Operating Budget** – On a motion by Jem Hewitt and seconded by Taranjeet Singh, it was:

“Resolved that the Budget for the fiscal year April 1, 2018 to March 31, 2019 be accepted as presented.” (142-0-0), Motion carried.

11. **CENTENNIAL COLLEGE SLOAN LEADERSHIP ACADEMY**

Samuel Casais requested a show of hands of students presently working towards completing the Leadership Passport program. It was explained that the Sloan Leadership Academy was launched as a ‘next step’ to the Passport program. Students can access the Leadership Passport in eCentennial, and those in attendance who would like further information were encouraged to speak with Board Members after the conclusion of the Annual General Meeting.

12. **VICE-PRESIDENT REPORTS**

12.1 **Vice President of Progress Campus** – Karamjeet Singh, Vice-President, presented a report on various events conducted at the Progress Campus herein attached as ‘Schedule C’.

12.2 **Vice President of Story Arts Centre Campus** – Jem Hewitt, Vice-President, presented a report on various events conducted at the Story Arts Centre Campus herein attached as ‘Schedule D.’

12.3 **Vice President of Morningside Campus** – Justin Lim, Vice-President, presented a report on various events conducted at the Morningside Campus herein attached as ‘Schedule E.’

13. **CAMPUS DIRECTOR REPORTS**

13.1 **Progress Campus** – Taranjeet Singh presented a report on various events at the Progress Campus herein attached as ‘Schedule F’.

13.2 **Ashtonbee Campus** – Samantha Garcia presented a report on various events at the Ashtonbee Campus herein attached as ‘Schedule G.’

13.3 **Story Arts Centre Campus** – Ivan Sharma presented a report on various events at the Story Arts Centre Campus herein attached as ‘Schedule H.’

13.4 **Morningside Campus** – Dilsher Singh presented a report on various events at the Morningside Campus herein attached as ‘Schedule I.’

14. **ATHLETICS REPRESENTATIVE REPORT**

Paige Solda presented a report on Centennial Athletics and explained the manner by which the Athletics Representative acts as a link between Athletics and Recreation and the CCSAI. Initiatives, collaborations and goal were noted and a copy of the report is attached herein as ‘Schedule J’

At this point in the meeting, Samuel Casais assumed the position of chair.

15. **BOARD DEVELOPMENT OFFICER REPORT**

Sadaf Hashmi presented a report highlighting the work carried out to amend CCSAI By-laws to ensure that wording is more inclusive, and the efforts to streamline the hiring process. A copy of the report is attached herein as ‘Schedule K’

15.1 **By-Law Amendments**

Sadaf Hashmi presented the amendments to the By-Law as follows:

- (a) *Article III (c), Purpose* –The section is amended to read as follows: “*serve as a liaison between such students and the College, other educational institutions and the broader community; **with a focus on equity, inclusion and sustainability;***”

- (b) *Article IV (b), Membership* – The section is amended to read as follows: “**The right to support the nomination of candidates** for any elected position of the Corporation;”
- (c) *Article V 2(l), Board of Directors, Eligibility* – The following is added as **iv**: “**not be currently suspended of expelled from the college**”
- (d) *Article V 4(a), Board of Directors, Suspension or Removal by Board of Directors* – The following sentence is added at the end of the section: “**Board members removed in accordance to this provision cannot run and/or apply for a Board position within the current term and subsequent term.**”
- (e) *Article V 5(a), Board of Directors, Filling Vacancies* – The section is amended to read as follows: “Should the position of President become vacant, or not be filled in a general election, the newly elected Board shall, within fifteen (15) business days of taking office, appoint an interim President from among the Vice Presidents **until such time a selection committee appoints a new President from the current board upon review of eligibility requirements.**”
- (f) *Article V 5(d), Board of Directors, Filling Vacancies* – The section is amended as follows: “Should the position of Campus Director become vacant, the Board shall, within fifteen (15) business days...”
- (g) *Article V 5(e), Board of Directors, Filling Vacancies* - The following is added as **(e)** “**Should any of the appointed positions become vacant, the board shall, within fifteen (15) business days, commence the process to fill the appointed position from the membership.**”
- (h) *Article VI, Meeting of the Board* - The heading is amended to read as follows: “Meetings of the Board will be held approximately once per colander month, and shall have the discretion to call further such meetings in each case on at least **five** business days’ notice. The meeting schedule shall be set semesterly.”
- (i) *Article VI 4, Meetings of the Board, Agenda* – The section is amended as follows: “The **Chairperson**, together with the President and the Executive Director shall prepare the agenda for each meeting...”
- (j) *Article VI 9, Meetings of the Board, Method of Voting* – The first sentence is amended as follows: “Votes shall be taken by a show of hands, **or an alternative method**, unless a director requests that the voting be done by secret ballot.”
- (k) *Article VIII 1(c), Meetings of the Members, Annual General Meeting (AGM)* – The section is amended to read as follows: “Approving the annual budget for the **current** fiscal year;”

-
- (l) *Article VIII 1(e), Meetings of the Members, Annual General Meeting (AGM)* – The section is changed to read: “**Approving auditors**”
- (m) *Article VIII 2, Meetings of the Members, Special General Meeting (SGM)* – The section is amended as follows: “*The Board may, by majority vote at a board meeting, call a special general meeting of the members at any time deemed necessary. The Board shall at the request of the President and/or Executive Director/CEO call special general meetings of the Members for the purposes of: a) Hearing and receiving reports and statements; b) Approving any Board approved amendments to the Bylaws; and c) For the transaction of such other business as may properly be brought to the meeting.*”
- (n) *Article XII 1, President* – The following sentence is added to the end of the section: “**Manage the performance of the Executive Director/CEO.**”

On a Motion by Justin Lim and seconded by Jem Hewitt it was:
“**Resolved that the amendments to By-Law #1 be duly ratified and approved as presented.**” (142-0-0), Motion carried.

15.2 Election/Appointed Positions Dates

Sadaf Hashmi presented the election/appointed position dates as follows:

Nominations Open All Positions-	February 11, 2019
All Candidates Meeting	- February 21, 2019
Campaigning Period	- February 22, 2019 - March 13, 2019
Election Dates	- March 12, 2019 - March 13, 2019
Appointed Position, Package Submission Deadline	- March 20, 2019
Appointed Position Interviews	- March 25, 2019 – March 29, 2019
Ratification 2019/2020	- Thursday, April 25, 2019

- (a) *Ratification Dates* – Justin Lim, Vice President Morningside questioned whether ratification dates could be changed, it required. **Response:** The dates would change if the Board of Directors amends their meeting schedule in the spring semester.

The Chair requested a motion regarding approval of the 2018/2019 general election/appointed position dates. On Motion by Samantha Garcia and seconded by Randine Fogarthy it was:

“**Resolved that 2018/2019 general election and appointed position dates be duly approved as presented.**
(142-0-0), Motion carried.

At this point in the meeting, Sadaf Hashmi resumed the position of Chair.

16. **CLUB LIAISON REPORT**

Randine Fogarthy presented a report noting matters achieved, services rendered, future and on going projects etc. and noted that there were 11 clubs ratified during the summer semester. A copy is attached to these minutes as 'Schedule L.'

16.1 **Club Sanctioning**

The names of the clubs were read and any members of the clubs attending the meeting were requested to stand when announced. It was noted that the clubs meet all the requirements as set out by CCSAI. The names of the clubs were presented as follows:

- **CCSAI Centennial Research Alliance**
- **CCSAI Centennial Social Revolunteers**
- **CCSAI Community Garden Club**
- **CCSAI Dungeons & Dragons**
- **CCSAI Electrical Engineering Student Society**
- **CCSAI Food Science Club**
- **CCSAI Gaming Club**
- **CCSAI Good News Club**
- **CCSAI Global Medic**
- **CCSAI Groovy Tempo**
- **CCSAI House of Colts**
- **CCSAI Human Resource**
- **CCSAI Island Vibes**
- **CCSAI Japanese Club**
- **CCSAI KorEnt Club**
- **CCSAI LGBTQ+ Social Club**
- **CCSAI Marketing Analytics Club**
- **CCSAI Mechanical Club**
- **CCSAI Paramedic Student Association**
- **CCSAI Resilient Responders**
- **CCSAI Punjab Club**
- **CCSAI Vietnamese Student Club**
- **CCSAI Youth Energy Society**
- **CCSAI CASCC (Chinese Alliance of Students at Centennial College)**
- **CCSAI Catholic Chaplaincy**
- **CCSAI Centennial Gaming Devs**

At which point the Chair requested a motion regarding the ratification of the clubs as presented. On Motion by Matheus Ferreira Andrade and seconded by Jem Hewit it was:

“Resolved that the following 26 clubs which meet the requirements of the CCSAI, and are to be duly ratified and approved as presented.
(142-0-0), Motion carried.

The floor was then opened for questions that could lawfully be brought forward.

- (a) *Club Ratification* – Fabyeon Burgess-Yearwood of Progress Campus requested clarification regarding the longevity of clubs after they are ratified. **Response:** Clubs are ratified once between May and the following April, and members are required to re-submit club applications during the summer semester. The executive members of the clubs can ensure that standing members remain to keep the club active if they so desire.

17. **ADVOCATE UPDATE**

Matheus Ferreira Andrade presenting a report regarding the role and responsibility of the CCSAI Advocates and the work that has been accomplished thus far. A copy of the report is attached to these minutes as ‘Schedule M.’

18. **DATE OF NEXT MEETING**

The next Annual General Meeting will be held in October of 2019 at 7:00 p.m. at the Student Centre Board Room, Progress Campus, 941 Progress Avenue, Toronto, Ontario.

19. **ADJOURNMENT OF MEETING**

There being no further business brought before the meeting, the Chair requested a Motion to conclude the meeting. On a Motion by Jim Lim and seconded by Matthew Ferrera Andrade it was:

“Resolved that the Annual General Meeting of Centennial College Student Association Inc. be concluded.” (142-0-0), Motion carried.

The meeting was concluded at 8:00 p.m.

President – S. Casais

Executive Director/CEO – P. Kirlik

Schedule A

M E M O R A N D U M

Date: October 18, 2018
To: The Board of Directors and All Members
From: Samuel Casais, President, CCSAI
Re: Annual Report

I joined the Board of Directors as President in May 1st, 2018 with the hope to improve the way in which we hear your needs to be able to respond to your concerns and advocate for your needs. I also joined with the hope to enhance student life opportunities for students to get involved. Please be advised of the initiatives and projects I have been involved with since the start of our term.

During our board retreat in May, we had a goal-setting session where we identified 7 Deliverables that we want to complete by the end of our term:

- Online Delivery options for CCSAI offerings
- Develop Feedback Model and Data-Decision Making Model
- Creating Intentional Personal Interactions
- Integrated offerings with College Departments
- Develop our External Resource and Advocacy Network
- Ensure Inclusive Offerings
- Develop Service/ Activity Evaluation protocol

We currently have groups of 5 board members working on each of these initiatives and I am currently leading the Develop Service/ Activity Evaluation Protocol.

Along with other board members, I participate in multiple College committees, including College Council, College Policies and Procedures Committee, Fees Protocol Committee, Athletic and Wellness Centre Management Board, Food Services Forum, AODA Committee, etc., always making our best effort to ensure that your voice is being heard at these tables.

Additionally, alongside board members, I have been involved with the College Student Alliance (CSA), participating in 2 of the 4 Working Groups:

- International Students
- Student Work-Life Balance
- Transit
- Housing

We have also worked on improving our by-laws and creating CCSAI policies that will allow us to serve you better. I look forward to continuing our work in the 7 Deliverables and ensuring that we remain accountable to you and improve your student experience at Centennial.

Schedule B



CSA Update & Presentation
CCSAI Annual General Meeting October 2018

Name: Justin Paolo Lorenzo Lim
Title: Vice President

Having had the honor of serving the Ontario colleges through CSA as one of the four directors in June 2018, thereafter I was appointed as the Vice President on the 26th of September 2018. I started my term with the intentions of advocating for students in the provincial level.

College Student Alliance is a not-for-profit, non-partisan organization that believes in working collaboratively with post-secondary education (PSE) stakeholders & government to improve the college experience. We are an advocating voice on behalf of Ontario college students in partnership with student leaders.

This year member student associations across the province have collectively agreed on 4 priorities;

- Work-Study Life balance
- International Students
- Housing
- Transit

College Student Alliance also advocate on mental health on campus with Yellow for Hello, and for Open Resources with the #TextBrokeCampaign

CSA offer conferences for student leaders across the province to discuss current issues and action items that will affect students in post-secondary. And next month, advocacy summit will be held with the purpose of advocating for students to the government.

T. 416-340-1212
372 Richmond Street West Suite 303
Toronto, ON M5V 1X6



COLLEGESTUDENTALLIANCE.CA

Schedule C

Date: October 18, 2018
To: The Board of Directors and all Members
From: Karamjeet Singh (Vice President, Progress Campus)
Re: Annual General Meeting Report

In my role as Vice President (Progress Campus) please be advised of what projects and initiatives I have been involved with from the month of May until now, and what are some of the future plans.

Having been involved with CCSAI from my 1st semester in various events, activities as a student and volunteer, I ran for election and was acclaimed for vice president this year and am now serving students by making them aware of services by class presentations and meeting success advisors of different school at Progress campus. Along with Campus Director Progress Campus we try to keep our students happy, by organizing events and keep them updated with any information they should be aware of.

I sit on Governance committee, which deal with by-laws and policies of CCSAI and other committees like College Council, Fees Protocol and Wicken Award committee.

Soon you will see CCSAI ASK booths on campus where students can come and talk to board members and if you have any questions you would like to ask, look for ASK booth even if you have anything to share that is the opportunity for all of you to come and share with us.

Feel free to send me an email, my email is simple full name karamjeetSingh@centennialcollege.ca

Looking forward to continuing to serve students better,

Karamjeet Singh

Vice President
Progress Campus

Schedule D

M E M O R A N D U M

Date: October 18, 2018
To: The Board of Directors and All Members
From: Jem Hewitt
Re: Annual Report

In my role as Vice President, please be advised of what projects and initiatives I have been involved with in my time on the Board.

Since starting my term in April 2018, I have attended all trainings and meetings during the summer semester. In May, I went to the board retreat to Isaiah Tubbs and bonded with everyone. In July, I attended STRUT committee meetings, board training, CSA in a Day with some of the other board members, attended training at Story Arts and hosted campus tours for the board members and throughout the semester so far for new students.

In August, I attended all the trainings held by GCEI. I chaired the Ted X Community Engagement sub-committee meetings from August to now and attended Mental Health and First Aid training. I also volunteered at Fall Orientation.

Since the beginning of the Fall Semester, I have attended Board meetings, Governance meetings and other committee meetings that are under my job description. My Campus Director and I have done weekly and monthly meetings and have had a campus update meeting with our Campus Dean.

In the future I plan to visit some of the off-campus sites – Daniel Spectrum and Front Row and Centre and bringing more arts opportunities to Centennial. I look forward to getting to know more of the student body and serving the Centennial community as a whole.

Jem Hewitt
Vice President, Story Arts Centre

Schedule E

M E M O R A N D U M

Date: October 18, 2018
To: The Board of Directors & all members
From: Justin Paolo Lorenzo Lim, Vice President - Morningside Campus
Re: Annual General Meeting Report

I have had the privilege of serving the student body as the Vice President of the CCSAI for the school year 2018/19. I started my term in May 2018 with the intentions of enhancing student life in the college more inclusive and engaging. In my role as Vice President, please be advised that in this capacity, I have been in various projects and initiatives since the beginning of my term.

Being on the board for the second term, I have acquired necessary skills and knowledge from training and involvement from the previous year, and I have put this into practice ever since. I have also established stronger relationships with departments and collaborated in events to allow students to succeed in their time in Centennial College. And since last year, I have been continually working on advocating for mental health, indigenouness and inclusiveness in the college.

As part of the executive committee of the CCSAI, and a member of the governance committee, I have been actively involved and critical of the policies and by-law changes for the betterment of the student association and the students. I am also a member for several college committees, such as; College Council, Fees Protocol Committee, Pride Committee, and TEDxCentennialCollege committee. In all the committees I am a part of, I have always made it to a point that student's interest are a priority, and their voice are heard and respected.

Board members and I have been working closely with the principal of Morningside, Dean Patrick Kelly of SETAS ,and the Dean of the School of Community and Health Studies, Dean Wendy Kubasik, to collectively work on improving the following projects; the environment and the air quality and increasing mental health on campus, increasing involvement both in and out of campus, as well as increasing employment chances after graduating from the college.

In this role, I look forward to the following months working on the projects with the board to ensure student's experience in the college is at its best. I will continue to work hard in supporting the student body in every way possible. Finally, I am determined to achieve our goals as a board for this year and ensure that the students of Centennial College are successful now and in the future.

Justin Paolo Lorenzo Lim
Vice President - Morningside

Schedule F

M E M O R A N D U M

Date: October 18, 2018
To: The Board of Directors and All Members
From: Taranjeet Singh
Re: Annual Report

Good evening everyone, my name is Taranjeet Singh, I joined the board as the campus director for progress campus on May 1, 2018 with the aim of improving student life at the college by getting students involved in various activities and events. We as board members went through number of training workshops to improve our skills to carry out our responsibilities and serve you better. We went through our policies, by-laws and revised them.

Currently, I'm a member of the programming committee, where we plan events to keep students engaged, ensuring that they have a great time at centennial, I have been involved in organizing events that would be fun and those that give some value too and promote a healthy lifestyle. We have also been doing various classroom visits to tell students about the services CCSAI provides and about the upcoming events

One of the Deliverables we identified was Creating intentional personal interactions, with goal of creating that connection with students in a way that makes communication informal and the students feel comfortable to share their feedback with us. I feel that having that connection with all of you is important to improve.

At the end I would say, we have a great team involved that strives to make all the events possible and we will keep working to bring out to you the best experience at centennial. Remember a lot more is to come.

Thank you and have wonderful evening.

Schedule G

M E M O R A N D U M

Date: October 18, 2018
To: The Board of Directors & all members
From: Samantha Garcia; Campus Director, Ashtonbee
Re: Annual General Meeting Report

In my role as Campus Director for Ashtonbee Campus, please be advised of the activities, projects and initiatives that have taken place during my tenure.

I was privileged to be given the opportunity to begin my journey with the CCSAI Board of Directors on May 1, 2018. Through orientation, I, along with the rest of our board had undergone a series of training sessions that introduced us to our full-time staff members, the services that CCSAI provides, the policies and procedures that govern the organization, and our roles as the Board of Directors. This training gave us the foundation and direction for us to work within CCSAI's mission and vision.

Board training and meetings took place over the course of the summer to prepare us to be able to serve the student body to the best of our ability. Some of the training sessions that I had the opportunity to participate in are Mental Health First Aid, Equity and Inclusion, Positive Space and Gender Diversity, and Managing Unconscious Bias training. I also partook in a goal setting workshop that would allow us to create the foundation for the year deliverable projects to improve the way that we deliver our services and programming. Additionally, I also participated in Programming Committee Meetings to discuss the plans for campus specific events and delivery of CCSAI college wide events.

With regards to campus specific events at Ashtonbee Campus, I along with the other board members have been working hard to deliver entertaining events for the student body. Some of the events that we have completed thus far include the Ashtonbee CCSAI Cool Off, We Got Game, Motivational Monday, Matinee Movies, and the Duck and Dodgeball drop-in event in partnership with the Ashtonbee Fitness Centre. We have also completed outreach through classroom visits to advise students of our services and upcoming events and am pleased to report the enthusiasm and support in our student body's response.

In my experience as Campus Director and member of the Board of Directors, it has been a humbling experience to be able to serve and represent the student body thus far. I look forward to the rest of the journey.

Schedule H

M E M O R A N D U M

Date: October 18, 2018
To: CCSAI Board of Directors & All Members
From: Ivan Sharma, Campus Director, Story Arts Centre
Re: Annual General Meeting Report

Please accept this report from myself, Ivan Sharma, CCSAI Campus Director for Story Arts Center, since May 1. Along the journey I have learned so much through different workshops and conferences to strengthen my leadership skills and gain some knowledge to bring back to students. I have also undergone different trainings to help me better understand my role and responsibilities.

As well I am part of Programming Committee, where we plan events and come up with strategies to ensure student engagement. Additionally, I work alongside my Vice President Jecema Hewitt Vasil to promote our CCSAI services through classroom visits and have been involved in many different events throughout the campuses. I would like to thank everyone who has been supporting me throughout this journey.

I look forward to giving students a great experience in this 2018/2019 school year.

Schedule I

M E M O R A N D U M

Date: October 18, 2018
To: The Board of Directors and all Members.
From: Dilsher Singh, Campus Director, Morningside Campus
Re: Annual Report

Hello everyone, My name is Dilsher Singh, On may 1st 2018, I joined the CCSAI Board Of Directors team as a Campus Director of Morningside Campus with a hope of improving the student life and opportunities. During my time as a Campus Director, I have attended meetings, trainings, Conferences, workshops to get knowledge and use it for the sake of the betterment of the student life.

In the month of May, I joined the CSA Maycon Conference where 4 working groups were made in the sake of student life.

- International Students
- Student Work-Life Balance
- Transit
- Housing

Followed up by the Full board retreat in the same month where 7 deliverables were set in the goal-setting meeting. There were lots of events organized by our events liason and myself with the help of vice president Justin and Advocate Matheus. We did classroom visits to provide information and knowledge to students with some free swag and arranged ask booths.

The time we spent in board meeting, committee meetings, trainings and office was for the betterment of the students. To create opportunities, to fight for the students by improving the connection between students and college, to bring the environment where the mental health of the students is not affected anymore, to create a space for the students to share their problems with a trust and secrecy, to advocate for the students and the voices. I am the part of the Board, the association that stands for the students, made by the students and serve for the students. Thank you for giving me the opportunity to stand, speak and work for you.

Schedule J

M E M O R A N D U M

Date: October 16, 2018
To: The Board of Directors and All Members
From: Paige Solda, Athletic Representative, CCSAI
Re: Annual Report

I became part of the board on May 1st 2018. My role as the Athletic Representative is to be the link between Athletics and Recreation and CCSAI. I sit on the board and work towards bringing awareness to students about Wellness and Athletics and bringing new opportunities and events to the students.

I complete office hours, attend conferences, sit on many committees including Thrive and the AWC Events Management committee. I also take part in different student activities such as, residence move in, campus socials, the pride event, etc. I strive to include many resources, ideas, and knowledge to create unique events that interest students and brings students together.

Below I have listed a few of the different events I have done so far and events I participated in.

- Attended the COCA (Canadian Organization of Campus Activities) conference
- NIRSA student leadership conference
- Colts Card program
- Toronto Maple Leaf's ball hockey tournament
- Reflection of you- Bath bomb positivity event

Plans for my future on this board include planning different events focused on mental health and nutrition. I plan on collaborating with different departments in the college, and bring outside resources, such as the Toronto health to develop meaningful programs that enhance student life. While making these events happen, I want to focus on the little things like personal interactions with students, that we feel as the board make a big difference.

Schedule K

M E M O R A N D U M

Date: October 18, 2018
To: The Board of Directors and All Members
From: Sadaf Hashmi, Board Development Officer
Re: Annual Report

I would like to start with showing my gratitude for CCSAI for providing me such a great opportunity to help not just the student body but myself. As a board, we have been provided training to better lead and support our student body. I am also grateful to be part of such an energetic and ambitious board who are always ready to help, support, and guide each other.

I was ratified with the rest of the board on May 1st, 2018 and since then I have been working on a few projects.

I worked with our President and the GCEI department for updating our by-laws to be more inclusive and to better support the members of the student association. I am also currently working on reviewing our Election policies.

At our Board retreat in May, we as a board, came up with 7 deliverables and I am leading a group of 5 board members for one of those deliverables; Online offerings of all CCSAI services.

I have also been part of the CSA research workgroup 'Student Work-life balance'. Other than the workgroup, I am also part of CSA policies committee and the CSA finance committee.

Lastly, I have been working with our Executive director for our upcoming elections in the Winter Semester. I will be sharing these dates with you at our Annual General Meeting.

I look forward to supporting the members of our student association the best I can over the remainder of my term.

Schedule L

M E M O R A N D U M

Date: October 18, 2018
To: The Board of Directors and All Members
From: Randine Fogarthy
Re: Annual Report

I joined the board of directors in May 2018 for the appointed position of Clubs Liaison for the 2018/2019 year. As clubs liaison, I maintained the clubs program through monitoring clubs budget, design and conduct club training sessions and assisted in the planning and promotion of club activities and events. As part of the board of directors I attended numerous training sessions from several departments. In my role, my goal was to promote student engagement, leadership and participation through the clubs program.

I was given the opportunity to represent Centennial College Student Association Incorporated at the 2018 National Canadian Organization of Campus activities Conference (COCA) which provided great direction and insight on campus programing. I will also be attending regional COCA in November to learn more about how to improve club awareness and engagement. I also participated in programing, governance and full board meetings. During the summer semester a total of fifteen clubs were approved. For fall semester, twenty- seven clubs are expected to be ratified today.

Another mild-stone that took place was the amendment and approval of the club policy and implementation of the club agreement. Along with the assistance of Loise – the engagement coordinator, I organized a club open house across all four campuses which allowed potential clubs the platform to engage and promote their club to the student body.

I have had an absolute blast thus far learning from my team, departments and staff members. I look forward to amazing experiences and supporting students in creating an enriched college community through the clubs program.

Randine Fogarthy
Clubs Liaison, CCSAI