

CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

FULL BOARD MEETING

Thursday, October 4, 2018 at 7:00 p.m.
Student Centre Board Room, Progress Campus
941 Progress Avenue, Toronto, Ontario

MINUTES

Present:	S. Casais	-	President
	J. Lim	-	Vice President, Morningside
	K. Singh	-	Vice President, Progress Campus
	J. Hewitt	-	Vice President, Story Arts Centre
	S. Garcia	-	Campus Director, Ashtonbee
	D. Singh	-	Campus Director, Morningside
	T. Singh	-	Campus Director, Progress Campus
	I. Sharma	-	Campus Director, Story Arts Centre
	M. Andrade	-	Advocate
	S. Hashmi	-	Board Development Officer and Chair
	R. Fogarthy	-	Clubs Liaison
	S. Agarwal	-	Event Liaison
	P. Kirlik	-	Executive Director/CEO
Guests:	R. Ezekiel	-	Director, Equitable Learning, Health & Wellness (departed at 8:19 p.m.)
By Invitation:	Amandha Attygalle	-	Recording Secretary, MinuteTakers Inc
Regrets:	P. Solda	-	Athletics Representative

1. **CALL TO ORDER**

Notice having been given and there being a quorum present, the Chair called the meeting to order at 7:09 p.m. and presided as Chair.

2. **APPROVAL OF AGENDA**

On Motion by J. Hewitt and seconded by J. Lim the agenda was approved and adopted as amended. (8-0-0)

3. **APPROVAL OF PREVIOUS MINUTES**

The Chair asked for any errors or omissions in the Minutes of the Full Board meeting of September 5, 2018 that were previously circulated for review.

On Motion by S. Casais and seconded by J. Lim it was,
RESOLVED THAT the Minutes of the Full Board meeting of Wednesday, September 5, 2018 be accepted as presented. Motion carried. (8-0-0).

4. **RESIGNATION**

The Board is in receipt of the resignation of A. Clarke, Vice President, Ashtonbee Campus.

On Motion by S. Casais and seconded by J. Lim it was,
RESOLVED THAT the Board accept the resignation of A. Clarke, Vice President, Ashtonbee Campus. Motion carried. (8-0-0) with one abstention from S. Casais.

5. **PRESIDENT'S UPDATE** – S. Casais presented:

- (a) *Fundraising Events* – It was discussed and a Committee was formed for the purpose of developing a fundraising policy to be reviewed at the next full Board meeting. Members of the Committee include K. Singh, J. Lim and J. Hewitt
- (b) *Strategic Planning Committee* – The strategic planning committee is not granted funding, only the usage of space. J. Lim suggested that the student body be welcomed as well. It was discussed and the Board agreed with M. Andrade's note that attendance by the Board would be a conflict of interest.
- (c) *Evening Events Hours* – The Board was advised that the inclusion of evening event hours towards the honorarium is contingent on the event.
- (d) *Mayoral Debate* – A mayoral debate was held at University of Toronto and it was noted that there will be future opportunities to collaborate with U of T.

- (e) *Food Services Forum* – CCSAI will meet with Aramark to discuss the feedback received from the online food services forum and ensure that changes are implemented in future. D. Singh expressed an overall dissatisfaction of the food services. As per the suggestion of S. Agarwal, S. Casais will inquire of Aramark the possibility to set a date and survey students on campus.
- (f) *Feeding the Future Event* – Details of the Feeding the Future event will be sent to Board members interested in attending.
- (g) *Cannabis Policy* – The new cannabis policy passed, effective October 17, 2018.
- (h) *Ask Us Booth* – Board members are welcome to host an Ask Us booth.
- (i) *Draft Transition Document* – A draft transition document specific to each Board position, is required to be submitted by October 15, 2018 and will serve as a guide for future Board of Directors.
- (j) *Annual General Meeting* – The Board member proxies are due to be submitted by October 15, 2018, along with an update and goals report. The processes of campaigning, elections and the vote of confidence were briefly reviewed.

6. **EVENTS LIAISON LEAVE OF ABSENCE**

S. Agarwal will be taking a leave of absence from Board matters, effective October 10, 2018 to October 23, 2018, with no penalization as per the by-laws.

On Motion by S. Casai and seconded by J. Lim it was,

RESOLVED THAT S. Agarwal will take a leave of absence from October 10, 2018 to October 23, 2018. Motion carried. (8-0-0)

7. **TEDXCENTENNIALCOLLEGETORONTO FUNDING**

- (a) *Funding Request* – S. Casai noted that a request of a \$5,000 funding has been received from TedXCentennialCollegeToronto. M. Andrade noted that a proposal should accompany the funding request and inquired from which account the funding would be granted; P. Kirlik responded that the funding would be granted from the account of donations. The TedXCentennialCollegeToronto will be live streamed on campus free of charge with one hundred live tickets being available for purchase and to be won through social media platforms. J. Lim added that the event is a trial and the number of seats will increase next year, pending a good turn-out.

On Motion by S. Casai and seconded by J. Lim it was,

RESOLVED THAT the funding request in the amount of \$5,000 from TedXCentennialCollegeToronto be denied. Motion carried. (2-0-6) with six abstentions from T. Singh, J. Lim, S. Casais, D. Singh, J. Hewitt and I. Sharma.

8. **EQUITABLE LEARNING, HEALTH & WELLNESS UPDATE**

R. Ezekiel, Director of Equitable Learning, Health and Wellness was welcomed to the meeting to deliver a presentation with discussion highlights noted as follows:

- (a) *Goals* – Future goals include launching an internal booking system, connecting with key stakeholders and the improved promotion of health, wellness and accessibility.
- (b) *Student Feedback* – In response to a query from J. Heweitt, R. Ezekiel noted that a mechanism for student input will be launched in Spring, 2019. There are also plans to establish student focus groups in order to promote health and wellness.
- (c) *Marginalized Student Groups* – It was expressed as a strong interest to study the challenges that impact marginalized groups in post-secondary institutions.

9. **ADVOCATE UPDATE** – M. Andrade reported:

- (a) *Advocacy Plan* – The first draft of the advocacy plan is prepared and will be approved in early 2019.
- (b) *On-Going Initiatives* – There are two initiatives for bathroom accessibility and students who cannot afford text books.
- (c) *On-Going Cases* – M. Andrade noted that there are currently two open cases.

10. **GOVERNANCE UPDATE**

- (a) *By-law Revisions* – M. Hashmi presented a brief overview of the revised by-laws previously distributed to the Board.

On Motion by S. Casais and seconded by J. Lim. it was,

RESOLVED THAT the revised By-laws for CCSAI be accepted as presented.
Motion carried. (8-0-0).

- (b) *Appointed Positions* – In response to a query by J. Lim, P. Kirlik noted that the process of appointing positions may be extended a week following the elections.

11. **CLUB LIAISON UPDATE** – R. Fogarthy presented:

- (a) *Club Training* – **Completed.**

12. **PROGRAMMING UPDATE** – S. Agarwal presented:

- (a) *Prostate Cancer Awareness* – A “movember” competition is held from September to the end of November, 2019 to raise awareness of prostate cancer.

13. **BOARD OF GOVERNORS UPDATE** – T. Singh presented:

- (a) *Smoke-Free Campus* – The campuses are expected to be smoke-free in 2020.
- (b) *New Programs* – A graduate job security program and an international job portal are currently being developed.

14. **DELIVERABLES UPDATES**

- (a) *Online Focus Groups* – M. Hashmi noted that online focus groups will be set up.
- (b) *Feedback* – S. Garcia noted that there is on-going communication with FDM to identified future requirements.
- (c) *Creative Personal Interactions* – I. Sharma noted that steps are being taken to increase creative personal interactions.
- (d) *Member Appointment* – M. Andrade provided an update that two members are yet to be appointed.
- (e) *Deliverables Lead* – R. Fogarthy and K. Singh are taking the lead
- (f) *Advisor Position* – S. Casais noted that full time staff, including P. Kirlik, are interested in becoming deliverables advisors.

15. **VICE PRESIDENT’S REPORTS**

15.1 **Story Arts Centre** – J. Hewitt reported:

- (a) *Basement Access* – The basement is now clear and accessible.
- (b) *Student Inquiry* – J. Hewitt is responding to a student inquiry regarding prayer rooms and a lack of events at Story Arts.

15.2 **Morningside Campus** – J. Lim reported:

- (a) *New Rooms* – Two new laboratories and two classrooms are now open.
- (b) *Meeting with Deans* – The Board discussed the highlights from the meeting with the Deans. The meetings included discussion on evening class schedules, air quality, planter boxes and on-campus child care.
- (c) *Classroom Visits* – A schedule for classroom visits is in the process of being created

15.4 **Progress Campus** – K. Singh reported:

- (a) *General Update* – A general update was provided on K. Singh leading the deliverables, the weekend awards and that class presentations are in process.
- (b) *Classroom visits* – K. Singh noted that following discussions with faculty members, it is apparent that more communication with students is required.

16 **CSA UPDATE** – J. Lim reported:

- (a) *Position with College Student Alliance* – J. Lim has accepted the position of Vice President with the College Student Alliance. The current Board position held by J. Lim is pending further review by the Board.
- (b) *Yellow for Hello Bench Installation* – The Yellow for Hello bench is being installed.

17. **EXECUTIVE DIRECTOR'S UPDATE** – P. Kirlik presented:

- (a) *Audited Financial Statements* – P. Kirlik will arrange meetings with Board members to provide an overview of the audited financial statements prior to the Annual General Meeting.

18. **FOR THE GOOD OF THE BOARD**

- (a) *Appreciation* – S. Casais thanked R. Fogarthy for the brief club liaison update.

19. **DATE OF NEXT MEETING**

- (a) *Annual General Meeting* – The annual general meeting will be held on October 18, 2018 at 7:00 p.m.
- (b) *Full Board meeting* – The next full Board meeting will be held on Thursday, November 8, 2018 at 7:00 p.m. at the Student Centre Board Room, Story Arts Campus, Toronto, Ontario.

20. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 9:07 p.m. on Motion duly made by S. Casais and seconded by J. Lim.

President – S. Casais

Executive Director/CEO – P. Kirlik