

CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

FULL BOARD MEETING

Thursday, June 24, 2021 at 1:30 p.m. via Zoom/teleconference

MINUTES

Present:	T. Singh	-	President
	K. Nixon	-	Vice President, Ashtonbee Campus
	P. Verma	-	Vice President, Morningside Campus
	T. Shah	-	Vice President, Progress Campus
	C. Dzib	-	Vice President, Story Arts Centre
	C. Cruz	-	Vice President, Bombardier Centre
	S. Balodi	-	Advocate
	G. Khadarro	-	Advocate
	P. Kirlik	-	Executive Director/CEO
	B. Sezgin	-	Advising Council
M. Wang	-	Advising Council	
Staff:	D. Ip Yam	-	Ex-Officio Member/Dean of Students
	N. Singh	-	Office Coordinator, Progress Campus
	L. Reid	-	Event Coordinator
	D. Neil	-	AWC Services & Rental Manager
	A. Mushtaq	-	Research & Advocacy Coordinator
	L. Gahol	-	Engagement Coordinator
J. Michalios	-	Recording Secretary, MinuteTakers Inc.	
Guests:	E. Dunk	-	Director, Donor Relations & Events
	S. Carrillo	-	Stewardship & Donor Relations Officer

Motions will include the count of votes for, against and abstentions. The count will be shown as follows: (FOR – AGAINST – ABSTAINED).

1. **CALL TO ORDER**

Notice having been given and there being a quorum present, the President called the meeting to order at 1:32 p.m. and presided as Chair.

2. **LAND ACKNOWLEDGEMENT**

P. Kirlik read the land acknowledgment statement.

3. **CONSENT AGENDA**

It was noted that the items of the consent agenda will be approved individually.

On Motion by K. Nixon and seconded by P. Verma it was,
RESOLVED THAT the consent agenda be disregarded and the agenda items will be approved individually. Motion carried (4-0-0).

4. **CONFLICT OF INTEREST**

There were no conflicts to declare.

5. **APPROVAL OF AGENDA**

The following amendment to the Agenda was noted:

- *Centennial College Update to take place after the Ratification of Vice Presidents*

On Motion by P. Verma and seconded by C. Dzib it was,
RESOLVED THAT agenda be approved as amended. Motion carried (4-0-0).

6. **APPROVAL OF PREVIOUS MINUTES**

The Chair asked for any errors or omissions in the Minutes of the Full Board meeting of May 27, 2021 that were previously circulated for review.

- (a) *Page 3, Item 6(c), Mandatory Vaccination for College Attendance Discussion – The second last sentence is **deleted**.*

On Motion by P. Verma and seconded by K. Nixon it was,
RESOLVED THAT the Minutes of the Full Board meeting of Thursday, May 27, 2021 be accepted as amended. Motion carried (4-0-0).

7. **RATIFICATION OF VICE PRESIDENTS** – T. Singh reported:

Director terms have been agreed to, ratification of same is now required. The new Directors were introduced as follows:

C. Dzib - **Vice President, Story Arts Centre**
C. Cruz - **Vice President, Bombardier Centre**

On Motion by P. Verma and seconded by T. Shah it was,
RESOLVED THAT the ratification of Vice President for Story Arts Centre and Bombardier Centre be approved. Motion carried. (4-0-0).

The new members were warmly welcomed and were provided with the opportunity to introduce themselves.

8. **CENTENNIAL COLLEGE UPDATE** – D. Ip Yam reported:

- (a) *Welcome* – D. Ip Yam congratulated C. Dzib and C. Cruz and welcomed them to the CCSAI Board of Directors.
- (b) *June Initiatives* – June is National Indigenous History month as well as Pride, and many exciting events were organized to honor and support these communities and to reflect on lessons learned this past year. National Indigenous People’s Day took place on June 21st. An opening sacred fire was held as well as information sessions for students about treaties, the future work of social change through Indigenization, Indigenous business owners and their perspectives etc. Information was provided regarding the College’s Indigenous Strategic Framework. K. Nixon questioned what supports there are for Indigenous students in light of recent events in Canada. Various sessions were hosted to celebrate Pride locally and around the world. A virtual Pride fundraiser event was also hosted, and donations will be collected until July 4, 2021. ***Action: D. Ip Yam is requested to ascertain whether there are specific supports or interventions available for Indigenous students at this time.***
- (c) *Vaccinations* – The College’s position regarding vaccination is in line with what was discussed at the last Full Board meeting. COVID-19 vaccinations will not be mandatory for attendance; however, various vaccination campaigns will be launched to help promote and increase awareness. The SHN vaccination clinic will remain on campus until the end of September 2021. In response to a query by A. Mushtaq, it was confirmed that vaccinations are also not mandatory for students staying in residence. It was further noted that COVID-19 vaccinations have not been made mandatory for Centennial varsity athletes. International students who are vaccinated are not required to stay in the quarantine hotels, and additional changes regarding international travel are likely. ***Action: D. Ip Yam is requested to provide the Board with updates regarding future campaigns encouraging students to get vaccinated that are currently under development.***

- (d) *Program Modalities* – Program modalities for the fall for both returning and new students can now be accessed online. The plan for the fall semester is dependent upon Public Health orders, and in the event of another COVID-19 wave, the plan will be modified accordingly. M. Wang requested clarification regarding what the hybrid model will look like this fall. It was explained that key offices and student services will be available in person with reduced capacities.
- (e) *Success Advisors* – The Board had previously discussed concerns regarding services rendered by Success Advisors, particularly during the pandemic. Interviews are being organized for the hiring of a Director for services and communications.
- (f) *Student Success Summit* – The annual Student Success Summit will be hosted this week and all CCSAI Board members are invited to attend. There are six areas of excellence that the Colleges is working to improve upon to best facilitate student success and be more student centric, particularly post pandemic.

9. **ADVOCATE INTRODUCTION** – A. Mushtaq reported:

- (a) *New Advocate* – S. Balodi was introduced as the new CCSAI Advocate and was warmly welcomed to organization.

10. **CCSAI SCHOLARSHIPS**

Emma Dunk and Stephanie Carrillo were welcomed to the meeting and proceeded to provide an overview regarding CCSAI scholarships with discussion highlights noted as follows:

- (a) *Letter of Appreciation* – A letter of appreciation was received from Sandra Harris thanking the CCSAI Board of Directors and was read aloud. A copy of the letter will be sent to the current Board as well as past members.
- (b) *Overview* – It was explained that there are two types of funds; Principal fund and Interest fund. Monies deposited in the Principle fund are not expendable but are simply invested in order to retain and increase the balance of the fund. The Interest fund is a direct result of the Principal fund and these monies are used to fund scholarships on an annual basis.
- (c) *Historical Information* – The fund was established in 2002 and at the time, the provincial government matched monies donated 1:1, however the matching program ended in 2011. It was explained that there are restrictions in place for the use of monies the government matched. Endowments established after 2011 are not bound by these restrictions. Interest from OSOTF and OTSS fund scholarships for domestic students, and interest from the General Endowment fund scholarships for international students. Each year, the CCSAI Board has made efforts to ensure that both domestic and international students are assisted as much as possible.

- (d) *Scholarship Disbursement* – An overview of disbursements for 2017/2018, 2018/2019, 2019/2020 and 2020/2021 was presented for Board information.
- (e) *Interest Rates* – In response to a query by T. Singh, it was noted that interest rates do fluctuate each year. This year, interest rates were lower due to the pandemic situation.
- (f) *2021/2022* – The projected amounts available are as follows: \$42,000 for domestic scholarships and \$28,000 for international scholarships. The CCSAI Board of Directors must now determine how these monies will be allocated. A summary of scholarship criteria determined by the Board last year was presented for consideration.
- (g) *Next Steps* – A spreadsheet template will be provided to the Board accordingly. Discussion ensued regarding eligibility for Directors and CCSAI part-time staff for scholarships and clarification was provided regarding the Selection Committee. It was requested that a decision for disbursement be finalized by July 9, 2021 and if the Board wishes to amended criteria for eligibility, that information can be noted along with the plan for disbursement.

E. Dunk and S. Carrillo were thanked and departed at 2:29 p.m.

11. **CCSAI RETURN TO CAMPUS PLAN** – D. Neil reported:

- (a) *Phases for Reopening, Assumptions* – The College is currently in Phase 2B and a breakdown of what is permitted in the phases was provided for information. The next phase, Phase 2C, would see a limited reopening of the Athletics and Wellness Centre as well as curbside pick-up for food services. Discussion ensued regarding Phase 3A and 3B and the ancillary services that would be offered with limited capacity and a spreadsheet noting the approach for various spaces and the delivery of programs at each campus location was presented. Decisions have yet to be finalized as there are many unknowns. The College will provide a list of programs that will require access to the AWC in mid-July. The CCSAI and its many services will be ultimately be regulated by provincial guidelines/restrictions. D. Ip Yam reiterated that in order for the College to move to Phase 3A, physical distancing requirements must be relaxed or lifted by the province.
- (b) *Vaccination Clinic* – The contract with the Scarborough Health Network will end at the end of September. Discussion ensued regarding the contract and the impact that this will have on the organization's ability to move to the next phase.
- (c) *Counseling Services* – C. Dzib noted that students have had difficulty accessing counselling services virtually and recommended that in-person services be prioritized. In person counselling will commence in Phase 3A.

D. Neil was thanked and departed at 2:58 p.m.

12. **CLUBS POLICY** – L. Gahol reported:

- (a) *Amended Clubs Policy* – It was confirmed that the Clubs Policy had been reviewed in detail by the Governance Committee and a copy of the revised document was sent to all Board members for information. Discussion ensued in response to a query by T. Singh regarding the development of transition documents for clubs.

On Motion by P. Verma and seconded by K. Dixon it was,
RESOLVED THAT the revised CCSAI Clubs Policy be accepted as presented. Motion carried (6-0-0).

13. **BOARD DISCUSSION**

- (a) *Activism* – The Board discussed whether the CCSAI should take a more activist approach regarding matters that impact student communities of the College. Clarification was requested regarding the approach that the organization has taken in the past to support marginalized communities. P. Kirlik noted that the organization has taken a more passive approach, although there have been times when the CCSAI provided supports especially in response to a distinctive crisis, local need, etc. The objective is to effectively and respectfully show support not simply via a statement, but rather with tangible supports for students impacted. The College has an entire department designated for equity and inclusion and it was proposed that the CCSAI work more closely with the department to enhance the existing partnership with GCEI. Training courses for the CCSAI may be organized with experts and through GCEI. D. Ip Lim proposed the development of internal resources for activism and a CCSAI peer support program for students following adverse incidents or events. L. Reid noted the importance of taking a proactive rather than reactive stance as this will help the CCSAI create a culture that educates, supports, and encourages Centennial students to be active global citizens. The Governance Committee will further discuss activism in an effort to develop a framework to guide the organization and to further consider whether policies need to be amended or developed accordingly in this regard.

14. **EXECUTIVE DIRECTOR REPORT** – P. Kirlik confirmed that a detailed report was sent to all Board members in the meeting package, and a brief overview was provided with highlights noted as follows:

- (a) *Welcome* – New Directors were welcomed their first Board meeting.
- (b) *Training* – Board members were sent links to participate in training courses as part of the Leadership Framework, and training will continue to be offered throughout the course of the year.

- (c) *Return to Campus* – A significant amount of work is being conducted in preparation for the eventual return to campus
- (d) *Vaccination Clinic* – P. Kirlik and D. Ip Yam met with representatives from SHN today to discuss the vaccination clinic. The Clinic has been a valuable support for the community, and it was noted that 82% of postal code M1G residents have been vaccinated. The clinic will be in place until the end of September 2021, however options for providing easy access to vaccines on campus for students after this date are being discussed.
- (e) *Report* – T. Singh noted his appreciation to P. Kirlik for overseeing the extensive work of the organization and for drafting a detailed report.

15. **PROJECT TRANSFORM UPDATE** – P. Kirlik reported:

- (a) *Update* – The organization is currently in month three of the nine-month project. P. Kirlik, N. Singh, B. Beamish, A. Mushtaq and W. Leung meet weekly to discuss the project, consider progress and confirm that deliverables set out by the Board of Directors are completed. The team is committed to clear communication, transparency, data driven decision making, Indigenization and ultimately certifying that students come first. It was explained that P. Kirlik is enrolled in a certificate program on Indigenous Canada, staff members participated in the Indigenous Lives Matter Summit, and training sessions will be organized for the Board of Directors and staff with S. Kinsella, Director the Eighth Fire on the Indigenous Strategic Framework. P. Kirlik has also connected with J. Nolan of Kewadin Niimkii Consulting to discuss how the CCSAI can decolonize and integrate Indigenous practices appropriately.
- (b) *Areas of Focus* – It was reminded that there are five areas of focus for Project Transform as follows:
- Human Resources Review
 - Governance
 - Engagement
 - Offerings Review
 - Technology

A detailed overview of the work that is in progress for each area of focus was presented for Board information. ***Action: P. Kirlik is directed to schedule a separate Transform Project information session for the Board of Directors.***

- (c) *Budget* – A budget of \$204,000 was approved for the Transform Project and a breakdown for each of the five areas of focus was provided.

16. **OTHER BUSINESS**

- (a) *Scholarship Eligibility* – The Board discussed current eligibility for scholarships, noting that Board members and CCSAI employees were not eligible in the past. P. Verma proposed that part-time CCSAI employees be eligible for scholarships. T. Shah proposed that experience outside of the CCSAI be considered for scholarship eligibility. P. Kirlik confirmed that employment with the CCSAI should not impact eligibility for scholarships. Concern was expressed that students need to provide proof of financial need to apply for some scholarships and it was questioned whether this requirement could be removed. T. Singh explained that this is not a CCSAI requirement but is a requirement by the province that helped fund the endowment. In response to a query, it was confirmed that Advising Council members can apply for scholarships. Following pertinent discussion, the Board confirmed that the CCSAI Board of Directors will not be eligible to apply for these scholarships, however part-time CCSAI employees will be.

17. **FOR THE GOOD OF THE BOARD**

- (a) *Appreciation* – C. Dzib thanked the Board for a productive, respectful and informative meeting. C. Cruz noted that information presented during the meeting was detailed and engaging and thanked members for discussing activism. M. Wang welcomed new members to the Board and praised members for excellent discussions conducted.

18. **IN-CAMERA DISCUSSION** – The Board entered into an in-camera discussion at 4:20 p.m.

The in-camera session concluded and the meeting resumed at 4:32 p.m.

19. **DATE OF NEXT MEETING**

The next Full Board meeting will be held on July 22, 2021.

20. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 4:33 p.m. on Motion duly made and seconded.

President – T. Singh

Executive Director/CEO – P. Kirlik