

CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

FULL BOARD MEETING

Thursday, May 27, 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
	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
	A. Mushtaq	-	Research & Advocacy Coordinator
	L. Gahol	-	Engagement Coordinator
	J. Michalios	-	Recording Secretary, MinuteTakers Inc.
Guest:	V. Pascual	-	President, Centennialista Filipino Association

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**

A. Mushtaq read the land acknowledgment statement.

3. **CONSENT AGENDA**

On Motion by P. Verma and seconded by K. Nixon it was, **RESOLVED THAT the consent agenda be approved and accepted as presented.** Motion carried (4-0-0).

4. **APPROVAL OF PREVIOUS MINUTES**

The Chair asked for any errors or omissions in the Minutes of the Special General meeting of April 26, 2021 that were previously circulated for review.

- (a) *Page 3, Item 4(b), Article V, Eligibility for President* – The second section is amended to read as follows: *“In the event that no existing member runs for President, the position will be open to the Student Advocates, **Advising Council Members, Club Liaison and Event Liaison.**”*

On Motion by P. Verma and seconded by K. Nixon it was, **RESOLVED THAT the Minutes of the Full Board meeting of Monday, April 26, 2021 be accepted as amended.** Motion carried (4-0-0).

5. **CLUB RATIFICATION**

L. Gahol explained that there are five CCSAI Clubs to be ratified.

On Motion by P. Verma and seconded by K. Nixon it was, **RESOLVED THAT the following clubs be duly approved and ratified as follows:**

CCSAI Catholic Chaplaincy
CCSAI Centennial Sales Club
CCSAI Indian Club
CCSAI Latinos at Centennial
CCSAI Centennialista Filipino Association
Motion carried (4-0-0).

V. Pascual of the CCSAI Centennialista Filipino Association was warmly welcomed to the meeting and provided some information regarding the work of her club.

6. **BOARD DISCUSSION**

- (a) *Clubs Budget* – At the Special General Meeting (SGM), some students inquired whether the current budget of \$400 for clubs could be increased. L. Gahol clarified that the amount is an appropriate starting point, as some clubs are not utilizing the entire amount. Clubs can apply for more funds in order to host a larger scale event, initiative, or collaborative event that would have a lasting impact on students. Before supports/resources are provided, a proposal would be submitted by the club and reviewed in detail. In response to a query by T. Shah regarding CCSAI support for clubs it was explained that support is often in the form of connections with vendors, resources, postage, swag, etc. In response to a query by M. Wang, it was confirmed that access to one of the CCSAI's Zoom accounts can be provided to clubs upon request. Most clubs have their own Zoom accounts.

L. Gahol was thanked and departed at 1:51 p.m.

- (b) *Success Advisors* – At the SGM, some students reported being unable to connect with Success Advisors and T. Singh, A. Mustaq and G. Khadarro have addressed these concerns with P. Green. Proactive interventions and solutions were proposed, and the objective is for CCSAI Advocates to attend Advising and Pathways Services meetings once per month to discuss student feedback received and use this information to improve upon services. K. Nixon noted that students at Ashtonbee have expressed concern regarding the lack of patience and sensitivity from Success Advisors and questioned whether cultural awareness or empathy/sensitivity training can be organized for the Advisors. D. Ip Yam confirmed that the College is also reviewing this matter in detail to identify root causes, current structure, and a new Director and communications specialist will be hired to assist in this regard.
- (c) *Mandatory Vaccination for College Attendance Discussion* – Colleges Ontario is currently working with legal counsel to determine considerations regarding the possibility of mandatory requirements for COVID-19 vaccinations for those living in residence and for those studying in-person. Colleges Ontario is interested in the positions of the various student unions, such as the CCSAI. M. Wang expressed that this is a good idea T. Shah explained that having a mandated vaccine for College attendance may help convince students who are hesitant to get vaccinated. P. Verma noted that some students may have allergies or may be unable to get vaccinated and it was questioned what the approach would be for these students. A Mushtaq inquired how proof of vaccination would be managed for international students. It was noted that there is a general consensus in the group regarding the benefits and value of mandatory vaccinations for students, however additional time is needed to consider whether this is equitable, to clarify enforcement, accommodation for exemptions etc. D. Ip Yam stated that mandating vaccinations for students may be an option, however there are risks and implications that the College must consider.

- (c...) P. Kirlik inquired whether post-secondary institutions in the province would need to be in agreement with a decision and it was noted that each institution may be permitted to make their own decision and this matter will likely be discussed in unison with Colleges in the GTA.
- (d) *Live Streaming of Full Board Meetings* – T. Singh questioned whether the Board is of the opinion that Full Board meetings should be live streamed for improved transparency and engagement. Following pertinent discussion, it was agreed that live streaming is a good way to engage with students, however brief Board meeting re-caps, or Board update videos posted on social meeting platforms may be a more appropriate approach. T. Singh noted that another option would be to host regular town hall meetings for students and monthly President letters/newsletters can be crafted to help keep students connected and informed.
7. **EXECUTIVE DIRECTOR REPORT** – P. Kirlik confirmed that a detailed report was sent to all Board members last week and a brief overview was provided with highlights noted as follows:
- (a) *Audit* – The audit is in progress and should be completed by the end of next week. The audited financial statements will be available for consideration this summer.
- (b) *Return to Campus* – A communication will be distributed to all students informing what the plan for return to campus will be for the fall semester. The CCSAI is closely considering how activities, programs and services will be provided to students come fall. Options for continued virtual services, limited in-person offerings, etc. are being discussed and further details will be provided in this regard at the Full Board meeting in June. The College continues to monitor and follow all Public Health mandates when planning for the return to campus when it is deemed safe to do so.
- (c) *Advising Council* – Advising Council members are actively being recruited and candidates will be interviewed after Advocates have been engaged.
8. **PROJECT TRANSFORM UPDATE** – P. Kirlik reported:
- (a) *Project Transform Overview* – An overview of the project was presented for consideration. The goal is to implement consistency, structure and effective practices across five key areas as follows:
- Engagement
 - CCSAI Offerings
 - Governance Structure
 - Human Resource Practices
 - Technology

(a...) Decisions made will consider three transformation lenses:

- Indigenization
- Data-Based
- Diversity, Equity and Inclusion

The Board will be provided with regular updates regarding what is changing, and the student experience will continue to remain at the forefront of this project.

(b) *Success Measures and Deliverables* – A detailed summary of success measures and deliverables was presented. A comprehensive governance review and a post-secondary comparison will be conducted, an indigenous audit as well as training will be organized, By-laws and policies will be reviewed, a succession planning program will be developed, all offerings will be considered, etc. The organization is confident that it can successfully meet and adapt to the current and emerging needs of students.

(c) *Roles and Responsibilities* – The Executive Director/CEO will act as the Project Manager and will provide a high-level progress update at monthly Board meetings. The Board will consider and approve any changes to the scope of work, budget timeline, etc. The Project team members include N. Singh, B. Beamish, W. Leung, A. Mushtaq and P. Kirlik. Each team member is responsible for a specific area of focus.

(d) *Next Steps* – The organization continues to move forward with deliverables. In the coming weeks, an information session on Project Transform for the Board will be organized to discuss the plan and progress thus far. Board members were thanked for their continued support. In response to a query by T. Shah, P. Kirlik confirmed that the vision and direction is now clear and can confirm that this project will truly set the CCSAI apart from other student associations.

9. **STRATEGIC PLAN**

(a) *Scope of Work* – The strategic plan proposal that includes three phases was provided in the meeting package and was presented for review and approval. In response to a query regarding the cost for the Strategic Plan, it was explained that monies have been budgeted under Board Development in the Operating budget for the scope of work. It was noted that flexibility would be provided to the next Board of Directors on how the Strategic Plan would progress under their leadership. Following pertinent discussion, the following motion was noted:

MOTION by T. Singh

Seconded by K. Nixon

THAT the Discovery, HR Review and Standardization proposal drafted by Anchor HR in the amount of \$6,750 plus HST be accepted as presented.
Motion carried (4-0-0).

10. **CENTENNIAL COLLEGE UPDATE**

- (a) *Fall Semester* – The prospect of returning to in-person learning in the fall is a possibility and the College continues to prepare for shifting to the next phase and determining how courses and services will be delivered. A ‘phases’ chart can be accessed on the College website. Students can expect to receive an update regarding the fall semester on June 1, 2021.
- (b) *Summer Orientation* – More than 700 students attended web registration webinars. Over 500 students attended group advising session to meet Success Advisors. More than 300 students registered for Start Smart orientation that offered 22 informative learning sessions. 1,200 new students participated in orientation and 1,300 students joined the EC app.
- (c) *Financial Aid* – There are 17 new scholarships available for the summer semester and scholarships are open to domestic and international students.
- (d) *Mental Health* – The College received a \$400,000 grant through eCampus Ontario to lead a multi-institutional partnership for classroom resources for faculty to support students and to help promote resilience in the classroom.
- (e) *Careers* – The three day ‘Get Hired’ graduate conference was successfully held in April 2021 with 1,500 session participants in attendance.
- (f) *Student Leadership Development Program* – The program is under review and it was confirmed that there have been significant increases in participation year over year.
- (g) *Grad Boxes* – There have been 3,000 requests for grad boxes received to date, 30 of which will be shipped internationally.
- (h) *Convocation* – Speeches for virtual convocation are being filmed and Board members were thanked for acting as virtual student hosts for the upcoming ceremony on June 18, 2021.
- (i) *Professional Development Session* – The sessions hosted by Student Success and Engagement will run from June 21 to June 25, 2021.

11. **OTHER BUSINESS/ACTION ITEM FOLLOW-UP**

- (a) *Food Bank* – M. Wang questioned whether students who reside far away from Progress Campus, where the CCSAI food bank is located, could be informed of alternative food bank locations. T. Singh confirmed that this information is included in the food bank description on the website and on social media platforms. ***Action: P. Kirlik is requested to liaise with B. Beamish to determine whether language on the CCSAI website regarding access to other Daily Bread Food Bank locations needs to be enhanced.***

12. **FOR THE GOOD OF THE BOARD**

- (a) *First Board Meeting* – T. Singh thanked all members for a productive and enjoyable meeting and for following Robert's Rules.

13. **DATE OF NEXT MEETING**

The next Full Board meeting will be held virtually on Thursday, June 24, 2021 commencing at 1:30 p.m.

14. **IN-CAMERA DISCUSSION**

On Motion by T. Singh and seconded by P. Verma it was,
RESOLVED THAT the Board would enter into an in-camera session at 3:42 p.m. Motion carried (4-0-0).

The in-camera session concluded, and the meeting resumed at 4:11 p.m.

15. **OTHER BUSINESS**

- (a) *Mandatory Vaccinations for Residence* – A brief discussion regarding whether COVID-19 vaccination should be mandatory for living in residence was held and in response to a query, D. Ip Yam noted that other post-secondary institutions seem to be mirroring their decisions for residence with the approach for College attendance.

16. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 4:27 p.m. on Motion duly made and seconded.

President – T. Singh

Executive Director/CEO – P. Kirlik