



**CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.**

**FULL BOARD MEETING**

Monday, February 27, 2023 at 6:30 p.m.

Held via Zoom videoconference

**MINUTES**

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Present:	T. Shah	-	President
	D. Soni	-	Vice President, Story Arts Centre
	D. Thakkar	-	Vice President, Progress Campus
	J. Chapman	-	Vice President, Morningside Campus
	P. Kirlik	-	Executive Director/CEO
	D. Ip Yam	-	Dean of Students, Centennial College
Staff:	A. Tumber	-	Research Coordinator
	C. Nagma	-	Clubs Liaison
	J. Perri	-	Advocacy Coordinator
	P. Pawar	-	Student Advocate
	J. Delgado	-	Fitness Services Coordinator
By Invitation:	B. Beamish	-	Director, Student Engagement & Services
	L. Williams	-	Adaptive Technology Specialist
	J. Nguyen	-	Recording Secretary, MinuteTakers Inc.
Regrets:	A. Adams	-	Vice President, Ashtonbee Campus
	J. Singh	-	Vice President, Downsview Centre Campus

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

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1. **CALL TO ORDER**

Notice having been given and there being a quorum present, the President called the meeting to order at 6:34 p.m. and presided as Chair.

2. **LAND ACKNOWLEDGEMENT**

J. Chapman read out the land acknowledgment statement.

3. **CONSENT AGENDA**

On Motion by D. Soni and seconded by J. Chapman it was **RESOLVED THAT the following items as contained in the Consent Agenda of February 27, 2023 be duly approved and adopted:**

- i) **Conflict of Interest**
- ii) **Approval of Agenda**
  - **Approval of the Minutes is moved to Item 10**  
Motion carried (4-0-0).

4. **MIGRANT STUDENTS UNITED** – A. Tumber presented:

A. Tumber presented on behalf of S. Row from the advocacy group Migrant Students United (MSU), who are interested in obtaining the support of CCSAI. Pertinent discussion highlights were noted as follows:

- (a) *Work Hours* – MSU was also part of the push for the increase in hours for international students, which CASA also supported.
- (b) *Fairness Agenda* – MSU's fairness agenda for migrant workers was reviewed, many of which align with CCSAI's goals.
- (c) *CCSAI Support* – A. Tumber clarified how CCSAI would support MSU, which would take the form of an endorsing organization.

5. **CENTRE FOR ACCESSIBLE LEARNINGS AND COUNSELLING SERVICES**

B. Beamish and L. Williams presented regarding the Adaptive Technology team and Centre for Accessible Learnings and Counselling Services (CALCS).

- (a) *Grammarly* – The Grammarly application pilot has been a boon to many students and a presentation was given on having Grammarly available at a premium level for students who use CALCS, as this provides a great tool for students with accessibility needs. The Board agreed that Grammarly is useful for students.

- (b) *Awareness and Availability* – J. Chapman inquired how students are made aware that this service is available, and how the licenses would be distributed, since there are only 40 available. L. Williams outlined the processes that CALCS takes in counselling the students, noting that Grammarly is one of the tools that is considered. It was clarified that the licenses are good for two years.

On Motion by D. Soni and seconded by D. Thakkar it was

**RESOLVED THAT CCSAI be approved to purchase Grammarly for student use via CALCS at the cost of approximately \$4,070 CAD once the exchange rate is factored in for the cost of \$3,400 USD.** Motion carried (4-0-0).

6. **CLUB RATIFICATION** – C. Nagma presented:

C. Nagma presented the following clubs for ratification: Business Analytics Association, Empowered Tech Club, Chess Mates, LEAD (Leadership in Efficient Architecture Design, ASA (Arab Student Association), and House of Olive. Pertinent discussion highlights were noted as follows:

- (a) *Club Sign-Up* – C. Nagma advised that the request made at the last meeting regarding having online sign-ups for the clubs is underway. The Clubs' website is currently being updated and organization is in progress.

On Motion by D. Soni and seconded by D. Thakkar it was

**RESOLVED THAT the following clubs be ratified into CCSAI's constitution:**

- **Business Analytics Association**
- **Empowered Tech Club, Chess Mates**
- **LEAD (Leadership in Efficient Architecture Design)**
- **ASA (Arab Student Association); and**
- **House of Olive.**

Motion carried (4-0-0).

7. **STAR PRIORITIES** – T. Shah presented:

To ensure collaboration on STAR Priorities and risk limits, P. Kirlik requested a presentation to full-time staff. T. Shah presented this presentation to the Board before taking the presentation to the full-time staff. Notable points are the circular model instead of hierarchy for the organizational structure and a visual representation of the annual governance calendar.

On Motion by D. Soni and seconded by D. Thakkar it was

**RESOLVED THAT the new STAR model is approved; to be presented to the CCSAI staff and future Board.** Motion carried (4-0-0).

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

D. Ip Yam presented Centennial College updates. The Board was congratulated for its advocacy and hard work on the STAR plan.

- (a) *Equity & Culture Study* – There is an equity study in the works that will be sent out to students to ensure that equity gaps are filled. This was supported by a grant.
- (b) *Student Award Celebrations* – The award celebrations are set to take place from March 20 to 23, 2023.
- (c) *In-Person Convocation* – The graduating class of this year will have an in-person convocation after responses were collected from the students.

9. **PRESIDENT’S REPORT** – T. Shah presented:

T. Shah provided an overview of the last month and the work that the Board has collaborated on together. Highlights included: CASA delegation and committee responsibilities were determined; a FAQ was created for the Tuition Equity Campaign; and updates on CCSAI’s involvement with the Ontario Students Organization.

10. **MINUTES OF PREVIOUS MEETING**

On Motion by J. Chapman and seconded by D. Thakkar it was **RESOLVED THAT the minutes of the previous meeting dated December 20, 2022 be approved with amendments, pending confirmation by A. Adams.** Motion carried (4-0-0).

11. **STUDENT CENTRE LOAN PAYOUT & RESERVE ALLOCATION** – P. Kirlik:

- (a) *Building Fund Referendum* – P. Kirlik shared that the Referendum to establish the Building Fund was held in 1992, with the amounts being \$10.00 from 1992 – 1996 and raised to \$17.50 in 1996, payable by all full-time students.
- (b) *Student Centre Cost* – The project cost was \$8 million for the 30,000 square foot Student Centre. The building opened in 2020, when B. Beamish (now CCSAI Director of Student Engagement & Services) was President.
- (c) *Building Levy* – Through the fees protocol process in 2022, it was approved to terminate the Student Centre Building Levy of \$17.50 as of Fall 2023.
- (d) *Current Amounts* – As of today the Loan payout would be \$767,665.53 and reserves are approximately \$339,512.

On Motion by D. Thakkar and seconded by J. Chapman it was **RESOLVED THAT CCSAI be approved to pay off the Student Centre Building Fund loan as of March 31, 2023 and to hold any surplus in a reserve fund specific to repairs, maintenance, and capital improvements to the Student Centre.** Motion carried (4-0-0).

12. **SUMMARY OF GIVINGS** – P. Kirlik presented:

P. Kirlik shared the summary of scholarships/bursaries that CCSAI supported in the 2022/2023 academic year through the College Endowment and direction contribution from the Operating Budget. The amounts are listed as follows:

(a) *College Endowment Fund* – The following amounts were distributed alongside other organizations within the College, for a total amount of \$38,000 provided to students.

- Golf Tournament \$3,000
- Ka-naadmaadi \$15,000
- Rosy Pace \$1,000
- Damir Kussain \$1,000
- Wei Jie Zhu Li \$1,000
- Pride Bursaries \$2,000
- Black History \$15,000

(b) *CCSAI Scholarships and Bursaries* – – The following amounts were funds distributed to students, for a total of \$121,000.

- Academic Merit – International \$5,000
- Academic Merit – Domestic \$5,000
- Achievement – Domestic \$5,000
- Achievement – International \$5,000
- Engagement – Domestic \$10,000
- Engagement – International \$10,000
- Excellence in Academic & Leadership – Domestic \$10,000
- Excellence in Academic & Leadership – International \$10,000
- CCSAI Support Bursary – International \$10,000
- CCSAI Support Bursary – Domestic \$10,000
- Leadership – Domestic \$10,000
- Leadership – International \$10,000
- CCSAI Bridging the Gap Bursary – Domestic \$10,000
- CCSAI Bridging the Gap Bursary – International \$10,000
- Ann Buller Perseverance \$1,000

13. **EXECUTIVE DIRECTOR/CEO REPORT** – P. Kirlik presented:

(a) *Hiring Updates* – CCSAI hired a full-time HR Generalist and 15 student staff joined the Comms/Marketing team to support the amazing work they were already doing.

- (b) *Event Highlights* – The Silent Disco, Love Week, and the Black History Month celebration were primary events. A Random Acts of Kindness week (overlapping with Love Week) was presented by the Council 4 Change Club. The Black History Month celebration was done in conjunction with the Caribbean and Afro Club.
- (c) *Anti-Oppression Training* – The training took place on February 22, 2023 and feedback on the training is requested through a link provided to the participants.
- (d) *Robotics Tech Challenge* – CCSAI supported SETAS First Robotics Tech Challenge and there was a lot of media coverage alongside great support from CCSAI.
- (e) *Space Audit* – A space audit will be conducted to maximize the space, supporting CCSAI's full and part-time staff functions.
- (f) *Elections* – Elections are underway. Online voting opens March 1, 2023 at 8:00 a.m. and closes at 8:00 p.m. on March 2, 2023. The Appointed position process opens on March 6, 2023 for Vice-Presidents of the Ashtonbee, Downsview, and Story Arts Campuses. The first class takes place from April 25-27, 2023 for the outgoing Board and incoming Board. More details will be provided by N. Singh.
- (g) *Executive Director Student Voices* – The process for hiring an ED for Ontario Student Voices has commenced.

#### 14. **DATES OF NEXT MEETINGS**

- 14.1 **Annual General Meeting** - The Annual General Meeting will be held on Monday, March 20, 2023 at 6:30 p.m. to be held virtually.
- 14.2 **Next Board Meeting** - The next Full Board meeting will be held on Monday, March 20, 2023 at 7:30 p.m. to be held virtually.

#### 15. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 7:58 p.m. on Motion duly made and seconded.

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President – T. Shah

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Executive Director/CEO – P. Kirlik