



CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

FULL BOARD MEETING

Wednesday, June 27, 2024 at 10:00 a.m.
Blue Mountain Resort, Boardroom
190 Gord Canning Drive
Held in the Boardroom/Zoom videoconference

MINUTES

Present:	A. Adams	-	President
	B. Kaur	-	Vice President, Morningside Campus (arrived at 10:35 a.m.)
	K. Singh	-	Vice President, Downsview Centre Campus
	K. M. Herrera	-	Vice President, Progress Campus
	R. Olawoyin	-	Vice President, Ashtonbee Campus
	V. Eke	-	Vice President, Story Arts Centre
	L. Routhier	-	Representative, Performing Arts Centre
	P. Kirlik	-	Executive Director/CEO
	D. Ip Yam	-	Dean of Students, Centennial College
Staff:	B. Beamish	-	Director, Student Engagement & Support
	J. Perri	-	Advocacy Coordinator
By Invitation:	Karthik Selvakumar	-	Recording Secretary, MinuteTakers Inc. (via teleconference)

*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 A. Adams called the meeting to order at 10:02 a.m. and presided as Chair.

2. **LAND ACKNOWLEDGEMENT**

A. Adams read out the land acknowledgment statement.

3. **CONSENT AGENDA**

On Motion by K. Singh and seconded by R. Olawoyin it was:

RESOLVED THAT the following items as contained in the Consent Agenda of June 27, 2024 be duly amended and adopted:

- i) **Conflict of Interest**
 - ii) **Approval of Agenda**
 - iii) **Approval of the amended Minutes from last meeting dated May 22, 2024**
Motion carried (5-0-0).
- (a) *Amendment to the Agenda* – An additional item is added to the Agenda to discuss the e-mail received from OSV on June 25, 2024 regarding the resignation of the President from the Board and requesting for a nomination from the CCSAI to be a representative of the OSV Board.

4. **CLUB RATIFICATION**

B. Beamish presented one club name for approval.

- (e) *CCSAI International Development Club* – The International Development Club (IDC) at Centennial College is an academic club linked to the International Development Program. Its mission is to create a vibrant community of students dedicated to addressing global challenges. The club offers engaging educational activities, professional development opportunities, and cultural exchange events to empower members as proactive leaders in international development. By undertaking collaborative projects, advocating for important causes, and providing networking opportunities, IDC connects academic learning with real-world impact, fosters a sense of global citizenship, and drives meaningful change both locally and globally.

On Motion by R. Olawoyin and seconded V. Eke by it was:

RESOLVED THAT the club name ‘CCSAI International Development Club’ be approved. Motion carried (5-0-0).

5. **TTF** – B. Beamish presented:

- (a) *TTF Proposal Enhancing On-Campus Navigation at Centennial College* – Centennial College Enrolment Services is spearheading a project to address the need for improved navigation to classrooms and service areas on campus. Student feedback highlights the demand for an accessible and user-friendly solution, particularly benefiting newcomers and individuals with disabilities. The College plans to collaborate with Mazemap, a leading provider of indoor wayfinding solutions, to develop a proof-of-concept or pilot project for Progress Campus, initially covering blocks A, B, C, D, E, F, H and L. The project seeks funding to operate, with costs estimated at \$22,000 USD per year for a three-year pilot. Currently, the enrolment services team has provided points of interest to populate the specifics of the mapping. The funding will facilitate the distribution of the tool. Although development and application are handled by a third-party provider, the enrolment services team manages the content and points of interest on the map. Deliverables, expectations, and metrics will be communicated to the provider and team throughout the pilot. The enrolment services team will actively manage the Mazemaps, and the funding proposal is being submitted through TTF. If successful, the proof of concept for Progress Campus can be expanded to other campuses within six months. The Board has requested a live demo presentation before making a decision on funding. Use cases include mapping locations of classes, events, and other customizable information, such as live updates, to benefit students.

On Motion by K. Singh and seconded R. Olawoyin by it was:

RESOLVED THAT the TTF Proposal enhancing on-campus navigation at Centennial College with the implementation of Mazemap indoor wayfinding solution be tabled until more information is received. Motion carried (6-0-0).

6. **OSV UPDATE** – K.M. Herrera presented:

- (a) *OSV Transition* – On June 25, 2024, all members received an email from the chair of OSV requesting a nomination for a new representative from CCSAI to join the OSV Board. Currently, OSV is facing challenges during the transition to the new Board and is seeking direction and consensus from the CCSAI Board on the next steps. OSV has also requested further dialogue with the CCSAI to address these challenges. After discussion, the Board reached a consensus to delay the nomination of a representative from CCSAI to the OSV Board until further notice, and there will not be a CCSAI representative on the OSV Board for the time being.

7. **PAC REPRESENTATIVE** – J. Perri presented:

- (a) *Changes to the PAC Representative By-Law* – Changes to the PAC Representative By-Law were discussed, and it was noted that from the presentation at the governance meeting, no changes have been made. The eligibility criteria have been entrenched and reflected within the job description to mirror the Vice-President's eligibility. This ensures continuity and transparency, allowing access to the PAC Representative eligibility in the future.

On Motion by B. Kaur and seconded V. Eke by it was:

RESOLVED THAT By-Law changes as presented by the PAC Representative be approved as presented. Motion carried (6-0-0).

8. **IEDI CONSULTANT** – A. Adams presented:

- (a) *IEDI Funding* – A proposal was put forth to allocate a total sum of \$15,000 to the IEDI Consultant.

On Motion by B. Kaur and seconded K.M. Herrera by it was:

RESOLVED THAT an allocation of \$15,000 be allocated for the IEDI Consultant. Motion carried (6-0-0).

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

- (a) *Convocation Event* – The Convocation Event, held in early June 2024 at the Progress Campus, was a fantastic success. Over the course of eight days, 18 ceremonies were hosted, many of which CCSAI participated in on stage, celebrating over 10,000 graduates. The event drew 23,000 guests and garnered 84,000 online views, making it Centennial's largest convocation event to date.
- (b) *CEO of Centennial College* – The Board of Governors was delighted to announce the unanimous renewal of President and CEO Dr. Craig Stephenson's contract, ensuring their leadership of Centennial College over the next five terms from 2025 to 2030. A strategic plan will be outlined for the next five years.
- (c) *Canadian Council for Advancement of Education Award* – Centennial won the silver Canadian Council for Advancement of Education Award for the speaker series launch.
- (d) *Welcome Fall Students, 2024* – Currently preparations are under way to welcome fall students in September 2024. The fall head-start online platform for students launched on June 10, 2024, with approximately 4,000 potential domestic students and 9,000 potential international students.

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10. **PRESIDENT'S UPDATE** – A. Adams presented:
- (a) *Gratitude* – Extended heartfelt thanks to the Board members and team for stepping up during the graduation ceremonies was noted. Dedication and hard work were instrumental in making the event a success. A. Adams also thanked the team and staff for planning and preparing the retreat to Blue Mountain.
 - (b) *Pride Month* – During Pride Month, gratitude was extended to every single Board member for showing up to support the initiative and fundraiser event. The funds gathered will be used to provide bursaries to the LGBTQ community at the College.
 - (c) *Clubs* – A meeting with the team was held and they discussed how CCSAI can support clubs from a governance point of view. The team has been working diligently to create a structure. It is a conversation being held and in progress. Team members are encouraged to provide recommendations regarding this.
 - (d) *Mental Health* – Mental Health has been a significant advocacy focus, and recently the Minister of Mental Health was met on June 20, 2024. The conversation was productive, with A. Adams providing valuable insights into the current situation on college campuses. This opportunity was facilitated through CASA, demonstrating the importance of CCSAI's investment in CASA. The discussions centered around increasing funding for colleges to hire mental health care professionals, which will ultimately benefit students by providing them with much-needed support.
11. **EXECUTIVE DIRECTOR UPDATE** – P. Kirlik presented:
- (a) *Audit* – The audit is nearly complete, and everyone will receive the audited financial statements before the August Board meeting. The auditors will be present at the August meeting to present the financial statements, and they can be accepted at that time.
 - (b) *Budget* – The updated operations budget was sent out on May 22, 2024, and no feedback has been received. Enrollment numbers need to be obtained to update the operations budget accordingly.
 - (c) *Succession Planning* – Currently the succession planning for the Executive Director's position and two Director positions is being worked on. The goal is to build capacity and develop a plan to fill these roles in the event they become vacant. A comprehensive plan will be developed and presented to the Board.
 - (d) *Risk Reporting Process* – A reporting process is currently being worked on and further updates will be provided as the work advances.

12. **DATE OF NEXT MEETING**

The next Full Board meeting will be held on Wednesday, July 24, 2024 at 11:00 a.m. to be held virtually.

13. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 11:15 a.m. on Motion duly made L. Routier and seconded K. Singh. Motion carried (6-0-0).

President – A. Adams

Executive Director/CEO – P. Kirlik