



CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

FULL BOARD MEETING

Monday, February 24, 2025 at 6:30 p.m.
Student Centre Board Room, Progress Campus
941 Progress Avenue, Toronto, Ontario
Held via Zoom videoconference

MINUTES

Present:	A. Adams	-	President
	B. Kaur	-	Vice President, Morningside Campus
	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 (Arrived at 6:39 p.m.)
	L. Routhier	-	Representative, Performing Arts Centre
	P. Kirlik	-	Executive Director/CEO
	D. Ip Yam	-	Dean of Students, Centennial College
	A. Ladouceur	-	Indigenous Student Representative
Staff:	E. Nolan	-	Manager, Events and Clubs (Departed at 7:10 p.m.)
	P. Pawar	-	Student Advocate
	D. Fajardo	-	Student Advocate
	A. Torres	-	Student Advocate
	N. Singh	-	Executive Assistant, Progress Campus
By Invitation:	Karthik Selvakumar	-	Recording Secretary, MinuteTakers Inc.

*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 6:33 p.m. and presided as Chair.

2. **LAND ACKNOWLEDGEMENT**

A. Adams read out the land acknowledgment statement.

3. **CONSENT AGENDA**

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

RESOLVED THAT the following items as contained in the Consent Agenda of February 24, 2025 be duly approved and adopted:

- i) **Conflict of Interest**
 - ii) **Approval of Agenda**
 - iii) **Approval of the Minutes from the last meeting dated January 27, 2024.**
- Motion carried (6-0-0).

4. **CLUB RATIFICATION** – E. Nolan presented:

- (a) *CCSAI Occupational Health & Safety Management Club* – The Occupational Health & Safety Management Club at Centennial College seeks to promote public awareness, educate students, and encourage the effective use of safety protocols on and off campus. The club aims to create a safe and supportive environment by fostering a culture of safety, advocating for preventative measures to minimize accidents and equipping students with the skills necessary to navigate workplace health and safety challenges.

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

RESOLVED THAT the CCSAI Occupational Health & Safety Management Club be approved. Motion carried. (6-0-0)

- (b) *At the Edge of Centennial Club* – The Program Leaders of the three-year Hospitality and Tourism Program and the two-year Tourism Program support this initiative. The club aims to provide students with opportunities to meet new people, network across various fields of study, and explore career-related experiences in a relaxed, social environment. Additionally, students involved in organizing and leading events will gain valuable skills applicable to employment in the tourism and hospitality industry. The purpose of the club is to encourage, organize, support and implement opportunities for social outings that provide students with hands-on "tourism" experiences in Toronto and Ontario. These outings will leverage exclusive deals available through partners of the Tourism and Hospitality programs and complement the activities of groups such as the Student Engagement Office and CCSAI.

- (b...) Planned excursions will range from local walks, tours and attractions to larger trips such as Niagara Falls and will generally be open to both club members and other students.

On Motion by K. Singh and seconded by K.M. Herrera:

RESOLVED THAT the At the Edge of Centennial Club be tabled until the next Board meeting for further review. Motion carried. (6-0-0)

- (c) *CCSAI Table Tennis Club* – The CCSAI Table Tennis Club aims to introduce students to alternative sports beyond basketball and badminton while enhancing hand-eye coordination, reaction time, and overall physical fitness. In a school that emphasizes hands-on learning, these skills can contribute to students' personal and professional development. The club seeks to promote physical health, enrich extracurricular activities, and provide an engaging way for students to reduce academic stress and explore new interests. It was noted that the club will not have priority access to the table tennis equipment. The Board discussed the guidelines necessary to ensure club members' safety during practice and whether the club is feasible within existing resources.

On Motion by K. Singh and seconded by B. Kaur:

RESOLVED THAT the CCSAI Table Tennis Club ratification be tabled until the next Board meeting for further review, with rationale to be provided by E. Nolan and the team. Motion carried. (6-0-0)

- (d) *CCSAI Cheerleading Club* – The CCSAI Cheerleading Club aims to boost school spirit, support sports teams and foster a sense of community. Through teamwork, leadership, and fitness, members would contribute to a positive and engaging atmosphere at events while strengthening pride and unity among students. However, the Board raised concerns regarding safety and noted that CCSAI currently does not have policies in place to approve any clubs involving physical activities. Without proper guidance, supervision and equipment, the club cannot be safely operationalized at this time. Additionally, the financial feasibility of the necessary equipment and training was discussed, as it may exceed CCSAI's budget. To explore alternative options, the Board recommended that further discussions take place to review how similar clubs operate, how they secure funding and what safety measures they implement. While CCSAI may not be able to approve the club, the Board suggested facilitating interested students in exploring other avenues, such as the Centennial Colts, where cheerleading may be a more viable option. The CCSAI also cannot approve any clubs involving physical activities. The Board noted that the equipment required for cheerleading may be out of the budget of the CCSAI; however, a recommendation was made to discuss what would entail operationalizing this type of club and to look at similar clubs to see what the practices are and how they fund it.

- (d...) The Board may not be able to approve this as a club but can facilitate the interested students and advocate for other avenues such as Centennial Colts where it can become a possibility.

On Motion by K.M. Herrera and seconded by K. Singh:

RESOLVED THAT the CCSAI Cheerleading Club ratification be tabled until further information is received regarding safety, feasibility and potential alternatives. Motion carried. (6-0-0)

- (e) *CCSAI Artificial Intelligence (AI) Club* – The CCSAI Artificial Intelligence (AI) Club is a student-led initiative aimed at educating and engaging students on the impact, ethics and applications of AI in various industries. Founded by students in the Software Engineering program, the club seeks to promote AI literacy, ethical considerations and responsible AI development through workshops, discussions and collaborative projects. The club's goal is to ensure that students gain valuable insights into AI technology, learn about AI ethics and its societal implications, and develop problem-solving skills through hands-on projects and workshops. The club welcomes students from all disciplines who are interested in understanding and leveraging AI to drive innovation and create positive change.

On Motion by K. Singh and seconded by B. Kaur:

RESOLVED THAT the CCSAI Artificial Intelligence Club be ratified and approved. Motion carried. (4-2-0)

- (f) *CCSAI DJ Life* – The CCSAI DJ Life Club is a community for music enthusiasts and aspiring DJs to connect, explore different genres and develop DJing skills. The club will host weekly gatherings featuring diverse music styles such as House, Dance, R&B, Hip-Hop and EDM, creating an inclusive space for students to share their musical tastes and showcase their talents. Additionally, members will have the opportunity to learn DJ techniques from experienced DJs through structured lessons and practice sessions. The Board discussed the club's operational feasibility, particularly ensuring that spaces will not be used solely for loud music sessions. The club organizers acknowledged this concern and assured the Board that activities will be structured to focus on learning, performance, and community-building rather than excessive noise disruptions. K.M. Herrera noted that a similar discussion took place at the College Council, emphasizing how music fosters student engagement, especially among international students, and supports the performing arts. It was noted that the club primarily operates at Progress Campus, but there were recommendations to explore expansion to other campuses and the PAC (Performing Arts Centre). The club has its own DJ equipment, minimizing financial concerns for CCSAI.

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

RESOLVED THAT the CCSAI DJ Life Club be ratified and approved. Motion carried. (5-1-0)

5. **LEGAL CLINIC UPDATE** – A. Adams presented:

- (a) *Expansion of Legal Services* – The CCSAI currently collects fees from students to provide legal services, which have been beneficial in supporting students with legal concerns. Over the past few years, a growing need to expand the scope of legal services has been identified. As part of the strategic planning process, the Board determined that in addition to legal support, providing professional development opportunities—such as co-op placements or internships with legal professionals—would be highly beneficial for students. This initiative would offer real-world experience while ensuring that students continue to receive legal support from licensed professionals. The process to expand legal services is currently underway. The Law Society of Ontario requires a lengthy approval process, including a full assessment by legal professionals before implementation. To ensure the expansion aligns with student needs, a broad survey will be distributed in April 2025 to gather student input on the types of legal support and professional development opportunities that would be most valuable. The goal is to implement this expanded service within the next twelve months, pending approval processes and feasibility assessments.

6. **STRATEGIC PLAN 2025/2029** – A. Adams presented:

- (a) *Strategic Plan 2025-2029 Final Draft* – A. Adams presented the final draft of the Strategic Plan 2025-2029 for Board review. A. Adams acknowledged the significant effort and dedication of all Board members involved in the process. It was emphasized that this was a long and tedious process, but with collective contributions from the Board, CCSAI successfully completed the strategic plan without outsourcing, ultimately saving thousands of dollars. Additionally, the process provided valuable professional development for all Board members who participated.

On Motion by K.M. Herrera and seconded by K. Singh

RESOLVED that the Strategic Plan 2025-2029 be approved and moved forward for final approval at the AGM in April. Motion carried (6-0-0).

7. **BY-LAW AMENDMENTS** – A. Adams presented:

- (a) *PAC and Indigenous Student Representative Addition (Article V.3)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.3, which introduces one (1) Performing Arts Centre (PAC) Representative and two (2) Indigenous Student Representatives. These representatives will serve as non-voting members and report directly to the President.

- (a...) On MOTION by K. Singh and seconded by B. Kaur
RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.3 to introduce a PAC Representative and two Indigenous Student Representatives as non-voting members, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).
- (b) *Chief Governance Relations Officer (CGRO) Addition (Article V.4)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.4, which establishes the role of a Chief Governance Relations Officer (CGRO). The CGRO will be responsible for governance development, policy management, guidance on governance best practices, compliance oversight and other duties as outlined in the CGRO Policy and Job Description. The CGRO will report directly to the Board of Directors as a non-voting member. K.M. Herrera noted that the bylaws currently do not outline the organizational structure or its amendment process. It was recommended that moving forward, the Board should have the authority to oversee the organizational structure of CCSAI.

On MOTION by B. Kaur and seconded by K.M. Herrera

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.4 to establish the role of the Chief Governance Relations Officer (CGRO), be approved and moved forward for final approval at the AGM in April. Motion carried (4-2-0).

- (c) *Chair of the Board of Directors (Article V.5)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.5, which establishes the role of the Chair of the Board of Directors as a distinct position separate from the President. The Chair is appointed by the Board of Directors from eligible outgoing or previous Board members who served within the past two years, during the final Board meeting of the current term. The appointment process, roles and responsibilities of the Chair will be outlined in the Chair of the Board of Directors Policy. K.M. Herrera noted that the bylaws currently do not define the organizational structure or its amendment process. It was recommended that moving forward, the Board should have the authority to oversee the organizational structure of CCSAI.

On MOTION by B. Kaur and seconded by K. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.5 to establish the Chair of the Board of Directors as a distinct role, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).

- (d) *Eligibility (Article V.6)* – The final draft of the proposed bylaw amendments was presented, including the amendment to Article V.6, which excludes the Indigenous Student Representative from the eligibility criteria outlined in this section.

On MOTION by K.M. Herrera and seconded by B. Kaur

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the amendment to Article V.6 to exclude the Indigenous Student Representative from the eligibility criteria, be approved and moved forward for final approval at the AGM in April. Motion carried (6-0-0).

- (e) *Strike (Article V.6.e) Removal* – The final draft of the proposed bylaw amendments was presented, including the removal of Article V.6.e from the CCSAI Bylaws.

On MOTION by K.M. Herrera and seconded by K. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the removal of Article V.6.e, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).

- (f) *Removal of Student Advocates (Article V.8.k)* – The final draft of the proposed bylaw amendments was presented, including the amendment to Article V.8.k to remove Student Advocates and replace them with a PAC Representative and the Indigenous Student Representative.

On MOTION by K. Singh and seconded by B. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the amendment to Article V.8.k, be approved and moved forward for final approval at the AGM in April. Motion carried (6-0-0).

- (g) *Eligibility Criteria for PAC and Indigenous Student Representatives (Article V.8.l)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.8.l, which states that Performing Arts Centre (PAC) Representatives and Indigenous Student Representatives must be full-time students at the time of submitting an application and must have worked with the CCSAI for at least one (1) year to be eligible to apply.

On MOTION by K. Singh and seconded by B. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.8.l, be approved and moved forward for final approval at the AGM in April. Motion carried (6-0-0).

- (h) *Presidential Candidate Vote of Confidence (Article V.8.m)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.8.m, which states that presidential candidates will be required to pass the Vote of Confidence to be considered eligible. If a candidate does not pass the Vote of Confidence, they will be deemed ineligible to run for the position of President.

On MOTION by K. Singh and seconded by B. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.8.m, be approved and moved forward for final approval at the AGM in April. Motion carried (4-2-0).

- (i) *Eligibility of the PAC Representative (Article V.10.g)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.10.g, which states that if the Vice President-elect for Story Arts Centre is enrolled at the Performing Arts Centre, a representative from this campus will not be appointed. A minor amendment was made to clarify the language regarding the appointment of a PAC representative.

On MOTION by V. Eke and seconded by B. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.10.g, be approved and moved forward for final approval at the AGM in April. Motion carried (4-2-0).

- (j) *Eligibility for the Indigenous Student Representative (Article V.11)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.11, which states that the Indigenous Student Representatives shall be appointed by the Board of Directors upon recommendation from the Eighth Fire.

On MOTION by K.M. Herrera and seconded by B. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.11, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).

- (k) *Presidential Eligibility (Article V.15.a)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.15.a, which states that if no Board member is interested or eligible to run for President by the deadline, full-time students who are Indigenous Student Representatives or Performing Arts Centre Representatives will be eligible to submit an application. This includes current elected or appointed Board members. Those interested must submit an application at least seven (7) business days before the close of nominations.

On MOTION by K. Singh and seconded by V. Eke

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.15.a, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).

- (l) *Interim President Appointment (Article V.15.c)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.15.c, which outlines the process for appointing an interim President if no Board member, Student Advocate, Indigenous Student Representative, or Performing Arts Centre Representative is available to fill the role. If the President's position becomes vacant between May 1st and September 30th, the Board must appoint an interim President from among the Vice Presidents within seven (7) business days. The interim President will serve until a new President is appointed through the selection committee. The appointment process must begin within fifteen (15) business days of the vacancy.

On MOTION by V. Eke and seconded by K. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.15.c, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).

- (m) *Part-Time Interim President (Article V.15.d)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.15.d, which outlines the process if the position of President becomes vacant between October 1st and December 31st. If no Board member, Indigenous Student Representative, or Performing Arts Centre Representative can fill the role, the position's description may be amended to allow a Vice President to serve as a part-time Interim President. During this interim period, the remaining Directors will be recognized as constituting quorum.

On MOTION by B. Kaur and seconded by K. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.15.d, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).

- (n) *Filling Presidential Vacancy After January 1st (Article V.15.e)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article V.15.e, which states that if no Board member, Indigenous Student Representative, or Performing Arts Centre Representative can fill the role of President and the position becomes vacant after January 1st, the position shall remain vacant and be filled through the general elections.

On MOTION by K. Singh and seconded by B. Kaur

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article V.15.e, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).

- (o) *Vote of Confidence (Article V.18a&b)* – The final draft of the proposed bylaw amendments was presented, including amendments to Article V.18a&b to add the Performing Arts Centre Representative, Indigenous Student Representative, and the College Representative to the Vote of Confidence (VoC) process.

On MOTION by K. Singh and seconded by B. Kaur

RESOLVED that the final draft of the CCSAI Bylaw amendments, including amendments to Article V.18a&b, be approved and moved forward for final approval at the AGM in April. Motion carried (4-2-0).

- (p) *Chair of the Board of Directors (Article VI.a)* – The final draft of the proposed bylaw amendments was presented, including amendments to Article VI.a to clarify that the Chair of the Board of Directors shall be the appointed Chair as per Article V.5.

On MOTION by B. Kaur and seconded by K. Singh

RESOLVED that the final draft of the CCSAI Bylaw amendments, including amendments to Article VI.a, be approved and moved forward for final approval at the AGM in April. Motion carried (5-1-0).

- (q) *Adding Standing Committees (Article IX.2)* – The final draft of the proposed bylaw amendments was presented, including the addition of Article IX.2, which allows for the creation of standing committees. These committees will function as advisory bodies to the Board, reporting regularly on their activities and operating under terms of reference approved by the Board of Directors.

On MOTION by K.M. Herrera and seconded by V. Eke

RESOLVED that the final draft of the CCSAI Bylaw amendments, including the addition of Article IX.2, be approved and moved forward for final approval at the AGM in April. Motion carried (6-0-0).

8. **RECESS BREAK**

- (a) Recess Break– The Board recessed for a 10-minute break. The following motion was noted:

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

RESOLVED THAT the Board would enter into a recess break at 8:04 p.m. Motion carried (6-0-0).

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

- (a) *Black History Month* – Centennial College celebrated Black History Month with various events, including the launch of the Black Employee Resource Group, the Black Flourishing Event and a keynote by educator Matthew Morris.

- (a...) The College commended the Black History Month Committee for their efforts in fostering reflection, connection, and action, emphasizing the importance of continuing to support equitable experiences for Black students beyond February.
- (b) *Student Financial Aid Updates* – As of February 14, 2025, Centennial College disbursed \$94.1 million in OSAP funds to 9,161 students, with \$22.6 million redirected for tuition fees. The College is implementing the Blackbaud Award Management system (BBAM) to improve the Scholarship and Bursary Finder platform, enabling auto-matching for 90% of bursaries and 30% of scholarships to simplify the application process for students. Additionally, the Financial Literacy Program has transitioned to the Luminate platform, integrating student feedback to enhance engagement and effectiveness.
- (c) *College Financial Impact & Program Suspension* – Due to changes in government policies affecting international student enrolment, Centennial College has made financial adjustments, including the suspension of 49 programs for 2025-26. Current students in these programs will receive support to complete their studies, while the College focuses on restructuring operations to ensure financial stability and student success.
- (d) *Advocacy for Work Permit Reform* – Centennial College encourages students and community members to advocate for Post-Graduate Work Permit reforms by writing to their local MPs and MPPs. The College's Government Relations Team is available to provide guidance and a letter template for those interested in participating in the advocacy efforts.

10. **PRESIDENT'S REPORT** – A. Adams presented:

- (a) *United Nations Economic and Social Council Annual Summit* – A. Adams attended the United Nations Economic and Social Council Annual Summit, which gathered leaders, NGOs and governmental organizations worldwide. Discussions focused on the 2030 Agenda for Sustainable Development Goals and strategies to advance them. A group of 18 to 20 student leaders collaborated during the event, and documentation was received regarding the submission of reports for annual compliance with the United Nations.
- (b) *Strategic Plan* – A. Adams emphasized the ongoing uncertainty with lower enrolment numbers and program reductions. Despite these challenges, A. Adams acknowledged and appreciated the efforts of the Board in navigating this period.
- (c) *Executive Director* – A. Adams announced that P. Kirlik's last day as Executive Director will be February 28, 2025. On behalf of the Board, A. Adams expressed appreciation for her contributions and leadership throughout her tenure.

- (d) *Elections* – Voting for the CCSAI elections will begin on March 20, 2025, and close on March 21, 2025, at 8:00 p.m.
- (e) *Get out to Vote Campaign* – The Get Out to Vote Campaign is ongoing. Although a town hall could not be held, advocacy efforts will continue to secure increased funding for post-secondary institutions, as current funding levels remain insufficient.

11. **IN-CAMERA DISCUSSION**

- (a) *Begin In-camera Session –*

On Motion by V. Eke and seconded by K. Singh it was,

RESOLVED THAT the Board enter into an in-camera session at 8:30 p.m.

Motion carried (6-0-0).

- (b) *Close In-Camera Session –*

On Motion by K. Singh and seconded by B. Kaur it was,

RESOLVED THAT the Board close the in-camera session at 8:46 p.m.

Motion carried (5-0-0).

12. **DATE OF NEXT MEETING**

The next Full Board meeting will be held on Monday, March 24, 2024 at 7:00 p.m. to be held virtually at the Student Centre Board Room, Progress Campus, 941 Progress Avenue, Toronto, Ontario.

13. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 8:50 p.m. on Motion duly made and seconded.

President – A. Adams

Executive Director/CEO – P. Kirlik