



CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

FULL BOARD MEETING

Monday, March 31, 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
	V. Eke	-	Vice President, Story Arts Centre
	L. Routhier	-	Representative, Performing Arts Centre
	D. Ip Yam	-	Dean of Students, Centennial College
	A. Ladouceur	-	Indigenous Student Representative
Staff:	E. Nolan	-	Manager, Events and Clubs
	P. Pawar	-	Student Advocate
	N. Singh	-	Executive Assistant, Progress Campus
	W. Leung	-	Director, Finance & Administration
By Invitation:	Karthik Selvakumar	-	Recording Secretary, MinuteTakers Inc.
Guests:	Jagtar Singh	-	TGCC

*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 6:30 p.m. and presided as Chair.

2. **LAND ACKNOWLEDGEMENT**

A. Adams read out the land acknowledgment statement.

3. **CONSENT AGENDA**

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

RESOLVED THAT the following items as contained in the Consent Agenda of March 31, 2025 be duly approved and adopted:

- i) **Conflict of Interest**
 - ii) **Approval of Agenda**
 - iii) **Approval of the Minutes from last meeting dated February 24, 2025**
- Motion carried (6-0-0).

4. **SUSTAINABILITY STRATEGIC PLAN**

Jagtar Singh of The Green Clothing Company (TGCC) delivered a presentation proposing a sustainability-focused partnership with CCSAI. Discussion highlights are as follows:

- (a) *Sustainability Partnership Proposal* - Mr. Singh proposed a formal collaboration between TGCC and CCSAI aimed at reducing the Association's carbon footprint, improving student engagement in sustainability initiatives, and positioning CCSAI as a leader in environmental responsibility.
- (b) *ASMR Framework* – TGCC introduced its ASMR framework - Assess, Strategize, Measure, Report, which is designed to guide organizations through the process of sustainability planning and performance tracking.
- (c) *Core Offerings* – TGCC's services include environmental assessments, carbon footprint management, sustainability strategy development, and custom reporting aligned with institutional objectives.
- (d) *Recognition and Certifications* – TGCC shared its affiliations and certifications, including accreditation from Fairtrade Canada and B-Corp certification. The company is also affiliated with business incubators such as the Toronto Business Development Centre (TBDC) and B-Hive.
- (e) *Next Steps* – Pending Board approval, the proposed next steps include an onboarding session, execution of a formal service agreement, and the launch of sustainability strategy development in alignment with the United Nations Sustainable Development Goals (SDGs).

4.1 **Discussion** – The floor was opened for questions:

- (a) *Prior Experience* - K.M. Herrera queried whether TGCC has experience working with other student associations. In response, TGCC stated that they aim to enhance their carbon calculator standing for B-Corp filing. A senior executive at TGCC previously worked with the University of Montreal to reduce emissions and provide sustainability consulting.
- (b) *Application to CCSAI* – B. Kaur inquired how TGCC would tailor its services to CCSAI. In response, TGCC confirmed that they could provide sustainable merchandise, such as clothing to support CCSAI's five-year strategic plan.
- (c) *Internal Strategy and Considerations* – A. Adams noted that, although CCSAI signed the sustainability accords in 2022, limited progress has been made beyond switching to sustainable straws and utensils. In February 2025, sustainability was incorporated into CCSAI's broader strategic plan. As part of preliminary consultation, Jagtar Singh—who is a former CCSAI member and current TGCC team member—shared the proposal with several Board members via email to assess initial interest. K.M. Herrera recommended that CCSAI develop an internal term of reference on sustainability prior to formalizing any external partnership. It was also noted that while greenhouse gas (GHG) metrics are important, they primarily pertain to manufacturing contexts and may not align directly with CCSAI's needs.
- (d) *Motion to Approve TGCC* – A. Adams presented a motion to approve The Green Clothing Company as the consultant for CCSAI's sustainability strategic plan.

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

RESOLVED THAT The approval of The Green Clothing Company Inc. as consultants for CCSAI's sustainability strategic planning for 2025 - 2026 be tabled for further discussion. Motion carried (6-0-0).

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

- (a) *CCSAI Mahjong Club* - The CCSAI Mahjong Club aims to provide students with a unique opportunity to explore the game of Mahjong, which is known to support cognitive development, improve memory and attention, and foster social engagement. The club welcomes a diverse group of students and seeks to promote cultural exchange in a welcoming and inclusive environment. ***Action: E. Nolan will confirm that the club not involve any gambling-related activities.***

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

RESOLVED THAT the CCSAI Mahjong Club be ratified and approved. Motion carried. (6-0-0)

- (b) *CCSAI Royal Entrepreneurs Club* – The Royal Entrepreneurs Club is intended to support students across all academic disciplines by providing a collaborative environment for developing innovative business ideas.

- (b...) The club will promote entrepreneurial thinking through mentorship, networking opportunities, and hands-on experience in business strategy, problem-solving, and leadership. Through cross-disciplinary collaboration, students will be able to connect with peers and industry professionals to enhance their career readiness.

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

RESOLVED THAT the CCSAI Royal Entrepreneurs Club be ratified and approved. Motion carried. (6-0-0)

- (c) *Club Updates* – E. Nolan provided updates on previously discussed clubs. The students interested in the proposed CCSAI Cheerleading Club have been connected with a representative from the Centennial Colts. Discussions are ongoing to explore whether cheerleading can be better supported through the Colts rather than as a CCSAI club.

6. **OSV MEMBERSHIP** – K.M Herrera and V. Eke presented:

- (a) *Membership Renewal Proposal* - The Board considered the renewal of CCSAI's membership with OSV. The proposal included continuing advocacy efforts through OSV for the upcoming year.
- (b) *Discussion* – K.M. Herrera reported that an attempt was made to reach out to OSV representatives for further discussion regarding the organization's annual fees and evaluation metrics based on last year's criteria; however, no response had been received at the time of the meeting. Board members engaged in discussion regarding the value of OSV's advocacy efforts and the financial cost associated with membership. K.M. Herrera expressed concern regarding the lack of communication from OSV and recommended that CCSAI consider maintaining observer status rather than renewing full membership. It was also recommended that CCSAI withdraw any current or future funding commitments to OSV until a clear direction is established.

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

RESOLVED THAT the CCSAI renew its membership agreement with the Ontario Student Voices (OSV) for the fiscal year 2025–2026. Motion defeated. (0–2–4) A. Adams & K.M. Herrera abstained.

7. **CASA MEMBERSHIP** – L. Routhier, B. Kaur and A. Ladouceur presented:

- (a) *Benefits of CASA Membership* - B. Kaur and A. Ladouceur shared positive feedback regarding CASA's national advocacy efforts. They noted the value of participating in over a dozen meetings where CCSAI representatives had direct interactions with Members of Parliament. These engagements were described as powerful opportunities to share the student perspective and communicate the impact of federal decisions on the student population.

- (b) *Limitations and Opportunities for Improvement* – L. Routhier expressed concern that the National Advocacy Committee's meetings were often pre-planned and lacked opportunities for broader member input. However, it was also noted that CASA leadership is open to feedback and adaptable, with a willingness to consider changes during the upcoming Annual General Meeting and future planning discussions.
- (c) *Membership Renewal* – Following the discussion, A. Adams introduced a motion to renew CCSAI's membership with CASA for the upcoming fiscal year.

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

RESOLVED THAT the CCSAI renew its membership agreement with the Canadian Alliance of Student Associations (CASA) for the fiscal year 2025 - 2026. Motion carried. (5–1–0)

8. **BOARD TRANSITION** – A. Adams presented:

- (a) *Update* – A. Adams acknowledged that the transition period can be challenging and emphasized the importance of ensuring that leadership positions are left in a stronger state than when they were first assumed. Board members were encouraged to begin planning for their transition and to reach out directly to A. Adams with any questions or to collaborate on their plans. The transition period is tentatively scheduled for the week of April 21, 2025, with Media Day expected to take place on April 25, 2025. Further details will be confirmed and shared with the Board in the coming weeks.

9. **ANNUAL GENERAL MEETING (AGM) UPDATE** – A. Adams presented:

- (a) *Update* – The AGM is to take place on Tuesday, April 8, 2025. Board members were reminded to begin collecting proxies in advance to ensure quorum requirements are met. A working group meeting will be held in preparation for the AGM, with the first portion of the meeting dedicated to onboarding and engaging with the new Executive Director. The remainder of the session will be used for Board members to work on their individual and collective presentations.

10. **BOARD POLICIES TO BE APPROVED** – A. Adams presented:

A. Adams presented the final draft of the proposed Board policies for approval. All necessary amendments had been incorporated; a legal review is pending. The legal team will provide remarks prior to final ratification at the AGM.

- (a) *Policy 2.02 Discipline* – This policy establishes a transparent, fair, and consistent process for addressing misconduct by CCSAI Board members and outlines potential disciplinary outcomes.

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

RESOLVED THAT Policy 2.02 – Discipline be approved as presented. Motion carried (6-0-0).

- (b) *Policy 2.03 Student Representation on Centennial College Committees* – This policy outlines the appointment process and support measures for CCSAI student representatives serving on Centennial College committees.
On Motion by B. Kaur and seconded by K. Singh:
RESOLVED THAT Policy 2.03 – Student Representation on Centennial College Committees be approved as presented. Motion carried (6-0-0).
- (c) *Policy 2.04 Member Representative on CCSAI Committees* – This policy defines the process for appointing CCSAI members to standing or ad hoc committees, promoting inclusive and representative participation.
On Motion by B. Kaur and seconded by K. Singh:
RESOLVED THAT Policy 2.04 – Member Representative on CCSAI Committees be approved as presented. Motion carried (6-0-0).
- (d) *Policy 2.07 Executive Director/CEO* – This policy sets out the roles, responsibilities, and evaluation framework for the Executive Director/Chief Executive Officer.
On Motion by B. Kaur and seconded by K. Singh:
RESOLVED THAT Policy 2.07 – Executive Director/CEO be approved as presented. Motion carried (6-0-0).
- (e) *Policy 2.08 President* – This policy outlines the responsibilities, reporting structure, and evaluation criteria for the President of the Board of Directors.
On Motion by B. Kaur and seconded by K. Singh:
RESOLVED THAT Policy 2.08 – President be approved as presented. Motion carried (6-0-0).
- (f) *Policy 2.09 Committee Governance* – This policy outlines the governance structure, expectations, and operational standards for all CCSAI committees.
On Motion by B. Kaur and seconded by K. Singh:
RESOLVED THAT Policy 2.09 – Committee Governance be approved as presented. Motion carried (6-0-0).
- (g) *Policy 2.10 Clubs Governance* – This policy establishes clear governance procedures for CCSAI-recognized clubs to ensure accountability and alignment with CCSAI's mission.
On Motion by B. Kaur and seconded by K. Singh:
RESOLVED THAT Policy 2.10 – Clubs Governance be approved as presented. Motion carried (6-0-0).
- (h) *Policy 2.15 Email Voting* – This policy provides a formal framework for conducting Board decisions via email between regular meetings.
On Motion by B. Kaur and seconded by K. Singh:
RESOLVED THAT Policy 2.15 – Email Voting be approved as presented. Motion carried (6-0-0).

- (i) *Policy 2.16 Non-Partisanship* - This policy ensures CCSAI maintains political neutrality in its operations and communications.

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

RESOLVED THAT Policy 2.16 – Non-Partisanship be approved as presented. Motion carried (6-0-0).

- (j) *Policy 2.19 Equitable Access and Inclusion for 2SLGBTQIA+ Students* – This policy affirms CCSAI's commitment to equity and outlines efforts to support and empower 2SLGBTQIA+ students.

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

RESOLVED THAT Policy 2.19 – Equitable Access and Inclusion for 2SLGBTQIA+ Students be approved as presented. Motion carried (6-0-0).

- (k) *Policy 2.34 President's Professional Development Benefit* – This policy defines the scope and limits of professional development opportunities available to the President during their term.

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

RESOLVED THAT Policy 2.34 – President's Professional Development Benefit be approved as presented. Motion carried (5-0-1). K.M. Herrera abstained.

- (l) *Policy 2.21 Accessibility and Accommodations* – This policy outlines CCSAI's commitment to supporting students with disabilities, chronic illness, neurodivergence, and other accessibility needs. It emphasizes the organization's use of identity-first language while respecting individual self-identification preferences.

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

RESOLVED THAT Policy 2.21 – Accessibility and Accommodations be approved as presented. Motion carried (6-0-0).

- (m) *Policy 2.22 Alternative Conflict Resolution* – This policy provides a structured and fair alternative process for resolving internal conflicts at the lowest possible level within CCSAI, ensuring impartiality for all parties.

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

RESOLVED THAT Policy 2.22 – Alternative Conflict Resolution be approved as presented. Motion carried (6-0-0).

- (n) *Policy 2.26 Board of Directors' Honorarium Policy* – This policy establishes a transparent, performance-based honorarium system for CCSAI Board members. It promotes financial accountability and incentivizes strong engagement.

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

RESOLVED THAT Policy 2.26 – Board of Directors' Honorarium Policy be approved as presented. Motion carried (6-0-0).

- (o) *Policy 8.01 Governance Committee: Terms of Reference* – This policy outlines the responsibilities of the Governance Committee, including oversight of CCSAI's bylaws, policies, and governance practices, ensuring alignment with best practices.

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

RESOLVED THAT Policy 8.01 – Governance Committee: Terms of Reference be approved as presented.

Motion carried (6-0-0).

- (p) *Policy 8.02 Policy Committee: Terms of Reference* – This policy defines the scope and responsibilities of the CCSAI Policy Committee, including policy review and governance oversight.

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

RESOLVED THAT Policy 8.02 – Policy Committee: Terms of Reference be approved as presented. Motion carried (6-0-0).

- (q) *Policy 8.04 Clubs Executive Committee* – This policy defines the scope and responsibilities of the CCSAI Clubs Executive Committee, including policy review and governance oversight.

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

RESOLVED THAT Policy 8.04 – Clubs Executive Committee be approved as presented. Motion carried (6-0-0).

- (r) *Policy 8.05 TTF Committee* – This policy defines the scope and responsibilities of the CCSAI TTF Committee, including policy review and governance oversight.

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

RESOLVED THAT Policy 8.05 – TTF Committee be approved as presented. Motion carried (6-0-0).

- (s) *Policy 8.06 Finance Committee* – This policy defines the scope and responsibilities of the CCSAI Finance Committee, including policy review and governance oversight.

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

RESOLVED THAT Policy 8.06 – Finance Committee be approved as presented. Motion carried (6-0-0).

- (t) *Policy 8.07 Equity, Diversity, Inclusion & Accessibility Committee (EDIAC)* – This policy defines the scope and responsibilities of the CCSAI Equity, Diversity, Inclusion & Accessibility Committee, including policy review and governance oversight.

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

RESOLVED THAT Policy 8.07 – Equity, Diversity, Inclusion & Accessibility Committee be approved as presented. Motion carried (6-0-0).

11. **CENTENNIAL COLLEGE UPDATE** – D. Yip presented:

- (a) *Alienware Colts Gaming Lounge Launch* - Centennial College will officially open the Alienware Colts Gaming Lounge on April 2, 2025. Located in Room B1-07 at Progress Campus, this 1,400 sq. ft. space has been made possible through a partnership with Dell Technologies and Alienware. The new lounge features advanced gaming technology and is designed to foster connection, competition, and community among students. The facility will also serve as the foundation for launching a Centennial esports team. A ribbon-cutting ceremony and grand opening event will be held at 2:00 p.m. on April 2, 2025.
- (b) *Organizational Stabilization Efforts* – Centennial College is currently implementing a series of staffing and organizational changes aimed at ensuring long-term financial sustainability. These changes are a direct response to fiscal pressures caused by recent federal and provincial policy shifts. As part of this stabilization plan, the College is streamlining operations, consolidating executive divisions, and restructuring internal teams. The goal of these changes is to maintain the integrity of core student programs and services while improving institutional efficiency. While the College recognizes that these changes may raise concerns, the focus remains on safeguarding student resources and experiences.
- (c) *Story Arts Centre (SAC) Closure Feedback* – During an information session held on March 19, 2025, students from the Story Arts Centre expressed strong concerns regarding the campus's upcoming closure. Key issues raised included the loss of creative learning spaces, the community-driven environment of the SAC, the need for specialized facilities, and transportation barriers to Progress Campus. Students requested continued transparency and support during the transition, along with assurances that the quality of their academic programs and extracurricular opportunities would be preserved. Dean Horowitz confirmed that a follow-up session will take place in the fall to continue the dialogue.
- (d) *Student Awards Celebrations 2025* – Centennial College recently hosted its annual Student Awards Night across three separate evenings, celebrating the distribution of over 1,600 donor-funded scholarships. These awards play a critical role in reducing financial barriers for students, particularly those from equity-deserving communities. The scholarships are made possible through the generosity of donors, including CCSAI, faculty, alumni, and corporate partners. The events were attended by members of the College's Board, Executive Team, faculty, donors, and students, with many families participating virtually via livestream. The College extended its congratulations to all student award recipients.

12. **IN-CAMERA DISCUSSION**

- (a) *Begin In-Camera Session* - The Board entered its first in-camera session of the meeting, joined by D. Ip Yam.

(a...) On Motion by K.M. Herrera and seconded by B. Kaur it was,
RESOLVED THAT the Board enter into an in-camera session at 8:10 p.m.
Motion carried (5-0-0).

(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 10:15 p.m.
Motion carried (5-0-0).

13. **DATE OF NEXT MEETING**

The next Full Board meeting will be held virtually on a date and time to be determined via e-mail.

14. **CONCLUSION OF MEETING**

There being no further business to discuss, the meeting was concluded at 10:20 p.m. on Motion duly made and seconded.

President – A. Adams

Executive Director/CEO