



## **CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.**

### **FULL BOARD MEETING**

Monday, May 26, 2025 at 2:30 p.m.

Held via Zoom videoconference

### **MINUTES**

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Present:	A. H. Shourav	-	Interim President, Progress Campus
	B. Kaur	-	Chair, Vice President, Morningside Campus
	A. Almushattat	-	Vice President, Morningside Campus
	H. Singh	-	Vice President, Downsview Centre Campus
	A. Siddiqua	-	Vice President, Ashtonbee Campus
	L. Routhier	-	Vice President, Story Arts Centre
	D. Ip Yam	-	Dean of Students, Centennial College
	A. Ladouceur	-	Indigenous Student Representative
	S. Mesrasty	-	Indigenous Student Representative
Staff:	A. Adams	-	Board Governance Advisor
	P. Pawar	-	CCSAI CEO
	N. Singh	-	Executive Assistant, Progress Campus
By Invitation:	M. Williams	-	Recording Secretary, MinuteTakers Inc.
Guests:	C. Hansell	-	Sr. Partner, Hansell McLaughlin Advisory Group
	N. Duboc	-	Associate, Hansell McLaughlin Advisory Group

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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, B. Kaur called the meeting to order at 2:35 p.m. and presided as Chair.

2. **LAND ACKNOWLEDGEMENT**

B. Kaur read out the land acknowledgment statement.

3. **APPROVAL OF AGENDA**

The agenda was approved with the following additions:

- ☐ *Introduction of Governance Lawyers*
- ☐ *Board Governance Advisor (Other Business)*
- ☐ *Permanent President Selection Committee (Other Business)*

- (a) *Agenda Addition* - On Motion by A. Almushattat and seconded by H. Singh it was:

**RESOLVED THAT the introduction of Governance Lawyers be added to the agenda.** Motion carried. (5-0-0)

- (b) *Agenda Approval* - On Motion by H. Singh and seconded by L. Routhier it was:

**RESOLVED THAT the agenda be accepted as amended.** Motion carried (5-0-0)

4. **APPROVAL OF MINUTES**

- 4.1 **May 2, 2025 Minutes** – The Chair asked for any errors or omissions in the Minutes of the Board meeting dated May 2, 2025 that were circulated previously for review.

On Motion by L. Routhier and seconded by B. Kaur it was:

**THAT the Minutes of the Board meeting of May 2, 2025 be accepted as presented.** Motion carried (5-0-0).

- 4.2 **April 28, 2025 Meeting Minutes** – A copy of the April 28, 2025 2025 meeting minutes will be sent to the Board via email for review and approval will take place at the next meeting.

5. **CONFLICT OF INTEREST**

No conflicts of interest were declared. A. Adams was requested to leave the meeting for the next Agenda item. *A. Adams subsequently recused themselves and returned after the next Agenda item concluded.*

6. **INTRODUCTION TO GOVERNANCE LAWYERS**

P. Pawar engaged Lawyers specializing in Governance last week as requested by the Board, in light of certain situations that have transpired. N. Duboc and C. Hansell were welcomed to the meeting at 2:49 p.m. The goal is to help the Board regarding the 'email of complaint' that was circulated recently. C. Hansell advised that although the complaint is a matter of public record, the advice being given is confidential only to the Board members.

6.1 **Begin In-camera Session –**

On Motion by L. Routhier and seconded by H. Singh it was,  
**RESOLVED THAT the Board shall enter into an in-camera session at 2:58 p.m.** Motion carried (4-0-1).

6.2 **Close In-Camera Session –**

On Motion by A. Almushattat and seconded by H. Singh it was,  
**RESOLVED THAT the Board shall close the in-camera session at 4:12 p.m.** Motion carried (5-0-0).

*The in-camera session concluded and the regular meeting resumed at 4:13 p.m.*

7. **CENTENNIAL COLLEGE REPORT**

D. Ip Yam provided their written report in advance of the meeting for review. No questions were brought forward.

8. **POLICIES FOR APPROVAL**

- (a) *Policy 2.20 Indigenous Student Representation* – A. Adams had consultations with both Indigenous Student representations and they had expressed that it would be beneficial if they could have a vote. The representative with voting power would be decided amongst the Indigenous representatives as per the By-law. The proposed amendment to the Policy does require a by-law change. The proposed amended Policy was sent to all Board members and no feedback was received. It was inquired why this proposed change was not brought forward at the recent AGM. In response it was noted that it was believed it would be best to not rush the process and obtain the best understanding of what needs to be changed to best include the Indigenous Student's voice. A few members expressed concern that Indigenous Student representatives do not currently feel that their voice is being heard, when to date it is unknown of any circumstance when their voice was not listened to. A. Ladouceur commented that even when given speaking rights, it is the Board that is accredited with their opinions/thoughts/actions.

(a...) It is essential for individuals to be equal, and having a vote would be essential. A. Ladouceur expressed they feel more like a 'token' on the Board and does not feel like it is a safe space to express their opinions. H. Singh recommended a proposed language amendment; however, it was clarified that this suggestion is already covered in the proposed language.

(i) On MOTION by L. Routhier and seconded by A. Almushattat it was:  
**RESOLVED THAT this discussion be ended and the vote be called into question.** Motion carried. (3-1-1)

(ii) On MOTION by H. Singh and seconded by A. Almushattat it was:  
**RESOLVED THAT Policy 2.20 Indigenous Student Representation be amended as presented.** Motion carried. (3-1-1)

(b) *Policy 2.33 Chair of the Board of Directors* – A. Adams commented that the proposed amendment is merely intended to provide clarification on the Chair's voting rights and clarification that Roberts Rules is used. This will not require a by-law change as the by-laws already note this. It was commented that in the past the Chair position was separated away from the President to ensure they remain impartial. A. Adams noted that the policy specifies that the Chair will remain impartial with rights explicitly noted under what circumstances the Chair would vote. There is nothing in the Policy that currently indicates that the Chair does not have a voting right. At this time the Chair closed the discussion and called the motion into question.

On MOTION by H. Singh and seconded by L. Routhier it was:  
**RESOLVED THAT Policy 2.33 Chair of Board of Directors be approved as amended.** Motion carried (3-0-2)

## 9. **BY-LAW AMENDMENTS**

(a) *Article V.3* – A. Adams advised that the proposed by-law amendments are required in order for the Policy changes to be effective.

On MOTION by L. Routhier and seconded by A. Almushattat it was:  
**RESOLVED THAT Article V.3 be amended to state, "There shall be one (1) appointed representative for the Performing Arts Centre (PAC); reporting to the President."** Motion carried. (4-1-0)

(b) *Article V.4* – A. Adams advised that the proposed by-law amendment is required in order for the Policy changes to be effective. Once the by-law is approved by the Board, it is effective immediately. A motion would have to be brought forward at this meeting in order for the voting right to be effective starting now. S. Merasty would be the appointed voting member.

(b...(i) On MOTION by A. Almushattat and seconded by H. Singh it was:

**RESOLVED THAT Article V.4 be added to state, "There shall be two (2) appointed Indigenous Student Representatives: 1 voting and 1 non-voting with speaking rights; both reporting to the Board of Directors."** Motion carried. (4-1-0)

(ii) On MOTION by H. Singh and seconded by A. Almushattat it was:

**RESOLVED THAT S. Merasty be appointed a voting member effective immediately, thereby being a Director of the Board, and THAT A. Ladouceur be given speaking rights.** Motion carried. (4-1-0)

#### 10. **WUSC STUDENT REFUGEE PROGRAM**

- (a) *Confirmation of Funding* – P. Pawar clarified that the commitment was confirmed by the Previous Board; however, a discussion with the finance director has to be had first to determine where the funds will come from. An update will be provided at the next meeting.

On MOTION by A. H. Shourav and seconded by H. Singh it was:

**RESOVLED THAT the motion to confirm funding be tabled until further details are provided.** Motion carried. (5-0-1)

#### 11. **INDIGENOUS STUDENT REPRESENTATIVE REPORT**

A. Ladouceur provided a written in advance of the meeting and discussion highlights were noted as follows:

- (a) *Report* – A. Ladouceur advised that they feel disappointed with the Board's behaviour and does not feel safe being on the Board nor in working groups. An email was sent to A. Helal Shourav after a recent meeting expressing concerns and no acknowledgement was received. A. Ladouceur personally feels they have witnessed manipulation and falsehoods when watching this Board. No update was provided on the anonymous email that is being investigated or proof of the action that is being taken. A. Ladouceur called a vote of no confidence against A. Helal Shourav due to their lack of leadership and because they personally removed an agenda item from discussion without notifying anyone. A vote of no confidence is also recommended against A. Siddiqua as they do not participate in meetings, especially given their education, and votes only against or as an abstention.
- (b) *Comments* – A. Helal Shourav expressed that they did not know how to respond to the email and raised concerns about the accusations being made. A. Siddiqua commented that they do not believe that the manner in which this discussion is occurring is respectful and they are here to help everyone.

- (b...) L. Routhier commented it is disheartening to hear these comments come forth and inquired if anything has been done to try and help the Indigenous representatives. H. Singh requested that the emails sent be shared so the Board in its entirety can understand what has occurred. A. Almushattat requested that A. Helal Shourav and A. Siddiqua provide a response to the comments made by A. Ladouceur. A. Helal Shourav commented they did not remove any agenda items and they personally do not feel safe in this meeting. P. Pawar commented that the staff is feeling the stress of what is going on amongst the Board members, and that this should be a safe space used to discuss and debate items without fighting. P. Pawar personally apologized to the Indigenous representatives, noting that their concerns are being heard although actions may not be taken right away. A. Adams urged all Board members to obtain the necessary training required to make decisions in the capacity they hold. A. Siddiqua commented that they are here to work with everyone and everyone has to be respectful in their own capacity. Each Board representative was given the opportunity to provide their commentary on this discussion.
- (c) *Notice to Remove Directors* – As per the by-laws, L. Routhier brought forward a Notice to Remove Directors with respect to the interim President and VP of Ashtonbee Campus due to failure to adhere to their roles. An emergency meeting will be called as soon as possible. P. Pawar recommended that the Board consider all perspectives prior to making any decisions.

*At this point in the meeting due to various time constraints, the Chair called the discussions to a close. All remaining agenda items will be deferred to the next meeting.*

12. **DATE OF NEXT MEETING**

The next Full Board meeting will be held ***on a date to be determined.***

13. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 6:18 p.m. on Motion duly made and seconded.

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Interim President – A. H. Shourav

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Executive Director/CEO – P. Pawar

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## CCSAI CEO Report for the month of May 2025:

Submitted by Poornima Pawar

This report is being submitted based on the information I have so far regarding the following key areas:

### 1. Operational Management:

I have requested for updates from the Director of Operations regarding the following-

- Any ongoing projects and strategic initiatives.
- Key performance indicators (KPIs) related to student engagement and satisfaction.
- Progress on strategic goals aligned with the CCSAI Strategic Plan.

Since this information was recently requested, I do not have updates to provide about these in this report, however if I receive any information, I will share it during the board meeting. Going forward, I will have these updates, if any, submitted to me in advance so that I can include them in my monthly report.

### 2. Financial Condition:

I have requested for updates from the Director of Finance and Administration regarding the following:

- Monthly financial statements, including revenue, expenses, and cash flow.
- Variance analysis comparing actual vs. budgeted figures.
- Updates on audit processes or financial compliance issues.

Since this information was recently requested, I do not have all updates to provide in this report. Going forward, I will have these updates, if any, submitted to me in advance so that I can include them in my monthly report. For now, here is some information I can share:

- The monthly financial statements are generated towards the end of the month so the statements of the month of May will be available for review in June.
- Our annual financial audit is scheduled to take place next month and we shall have the report by August.
- We have already spent approximately forty thousand dollars in retainer fees for legal and public relations assistance.
- One of the tenants at the Students Center building at progress campus (the convenience shop on the main floor) have requested for making an accommodation for them by reducing their rent by 50% during the summer term as their business is heavily impacted due to lower



student footfall during the summer term. We are currently confirming the process if that exception can be made for a few months, but a decision has not been made yet.

- There is a rooftop unit replacement project currently being undertaken and for now the consideration is to replace only two out of the four units that require urgent replacement as it is an expensive process but the funds for it will go out of the reserve funds for the building. We are currently in the process of gathering quotes from different contractors after which a decision will be made regarding how to proceed ahead with it.

### 3. Risk Management:

This month one of the biggest risks that the organization is facing is the situation caused by the anonymous email that was circulated on May 12<sup>th</sup>, 2025. That email has posed a great risk to the reputation of the CCSAI and the College while raising question about the board governance at CCSAI. This has greatly impacted the new board training and functionality, staff morale and trust in the organization, student's confidence in the organization, stakeholder relationship with the college, the organizations budget/ reserves and the mutual understanding and unity amongst the board members.

In order to mitigate these challenges, I have made the following efforts so far-

- Obtained legal advice from the board's lawyers on this matter following the suggestion from the college representative.
- On the recommendation of the Board's lawyer, connected with a Governance lawyer and a PR strategist and corresponded with them relaying information about this anonymous email matter on behalf of the board.
- After discussions, retained the governance lawyers and the PR strategist in a timely manner to get further advice on addressing the claims made in the anonymous email and putting out strategic communication related to it.
  - Communicated updates or information between the board and the lawyers and PR strategist.
  - Collaborated with the two directors regarding sensitively handling the aftereffects of the anonymous email and keeping the staff informed.
  - Had a meeting with all the managers at CCSAI and learnt more about their work and teams and discussed with them about their questions or concerns about everything that is going on.
  - Had a meeting with Dr. Craig, the President/CEO of Centennial College and discussed about the relationship between CCSAI and the college and requested for their continued support and trust in the organization and allow us sometime to sort things out without letting it affect the MOU between us.
- Consulted with the AVP and the college representative to the board, David Ip Yam about addressing operational and governance challenges faced by the organization and sought effective leadership advice for maintaining transparency and accountability.

### 4. Human Resources:

I have requested for updates from the Director of Finance and Administration regarding the following-



- Updates on staffing, including hiring, terminations, and professional development initiatives.
  - Reports on workplace satisfaction surveys, grievances, and disciplinary actions.
  - Training initiatives and compliance with human resource policies.

Since this information was recently requested, I do not have all updates to provide in this report. Going forward, I will have these updates, if any, submitted to me in advance so that I can include them in my monthly report. For now, here is some information I can share-

- A part time staff was hired for the position of Club Liasson to assist the CCSAI Clubs Manager. This candidate is a recent graduate and was offered a contract for the position for a semester with possible extension.
- The previous board had ordered for the termination of employment of the research coordinator who has been on leave for the last couple of months for medical reasons. The execution of termination has been put on hold until the employee returns to work as scheduled, in the first or second week of June. I had a meeting with Anchor HR regarding how we can carefully proceed with this while ensuring we do not attract additional legal trouble.
- I am also in contact with Anchor HR to further the restructuring initiative that was ordered by the previous board and we currently deciding on the restructuring priorities for the organization.

## 5. Advocacy and Representation:

With respect to our advocacy initiatives, this month some of the CCSAI board members and myself attended the Canadian Alliance of Student Associations (CASA) foundations conference that took place at Ottawa. CCSAI representatives had the chance to be trained and informed on advocacy at the federal level. CASA was able to inform our student leaders about the current state of federal government as well as help connections with government officials. Most notably one of our representatives was elected as Director of Advocacy and was able to meet personally with a federal MP during the conference.

I also had the chance to meet and strengthen connections with other staff/ED from across Canada and gather important lessons about executive institutional leadership through my communications with them. Having a good connection with CASA's ED helps us collaborate more easily and have a strong presence at CASA. The emphasis of CASA's advocacy efforts mirrors our strategic plan as they aim to offer education that is affordable, accessible, innovative and of quality. Furthermore, while continuing to mirror our strategic plan, we had a training session on EDIA led by Dr. ABC. A key takeaway was the dangers of performative EDI. I was not able to participate in all of the sessions of the conference as much I would have like to as I was working full time remotely from Ottawa and also handling the situation about the anonymous email on behalf of the board. CCSAI remains a strong voice in federal advocacy and this in turn benefits the organization's reputation and of course the students that are a part of it.

This weekend some other CCSAI board members and I will be attending the Ontario Student Voices (OSV) Conference to learn more about provincial advocacy and impact of student leadership in driving provincial advocacy initiatives. CCSAI has agreed to be a part of OSV as observers this year and the decision to enter a partial or full membership status shall be made at a later stage.

I will also be attending the AMICCUS – C Conference next week at Charlottetown which would be a fantastic opportunity to meet and connect with the other Executive Directors/ CEO's and General Managers from across Canada and explore areas for collaboration.

## **6. Governance Support:**

I would have normally requested for updates from the Board Governance Advisor regarding the following-

- Updates on Board training and development initiatives.
- Preparation and submission of materials for upcoming Board and committee meetings.

However, because of the anonymous email that made serious allegations regarding the Board Governance Advisor and the impact it has had on everything, no trainings or governance initiatives were undertaken for a large portion of this month hence there are no updates to mention regarding this. The board governance advisor has shared a report of his work so far with everyone for your reference however, I have not been able to collaborate with the Board Governance Advisor to further the board trainings and development initiatives as planned since there was no direction from the board in that regard nor was anything communicated to the Board Governance Advisor so far. The board is awaiting further directions from the lawyers regarding engaging with the governance advisor hence I will be able to provide an update about these pieces after we have received legal advice.

## **7. Key Strategic Risks and Indicators (KRI):**

I have requested for updates from the Directors regarding the following-

- Monthly updates on compliance with strategic pillars (Equity, Skill Development, Holistic Wellness).
- Summary of incidents or gaps identified in risk areas outlined in the CCSAI Strategic Plan.

Since this information was recently requested, I do not have updates to provide about these in this report, however if I receive any information, I will share it during the board meeting. Going forward, I will have these updates, if any, submitted to me in advance so that I can include them in my monthly report.

\*Kindly note that I started in this role on May 1<sup>st</sup> and this is the first board meeting after that wherein I am submitting a report about monthly updates. I have mentioned all possible updates that I could gather from the last seventeen working days out of which I was on leave for four days. I apologize for the delayed submission as I was extremely caught up with work and we could not follow proper process to have the reports and the agenda collected in advance but going forward, I believe it will be done in a timely manner as per process. I would like to humbly submit that these are exceptionally challenging times as the CEO and I have a lot on my plate that I need to manage all at the same time, so I request your patience and understanding, as I try my best to fulfill and discharge all of my duties and responsibilities diligently.

## Centennial College Report for the CCSAI May 26, 2025

Submitted by the College Representative, David Ip Yam AVP Student Experience

### Convocation 2025

[Convocation 2025](#) will be held June 4-6 and 9-13, 2025 in the Athletic and Wellness Centre at Progress Campus. This year's multi-day event will be Centennial's second largest convocation in our history with 18 distinct ceremonies! Convocation 2025 will celebrate graduands from the following semesters: Summer 2024, Fall 2024 and Winter 2025. Students who are expecting to finish their programs should ensure they apply to graduate in the myCentennial portal by the published deadlines each semester.

### LCBO funds renovation of beverage tasting lab for hospitality students

Centennial and LCBO opened the newly renovated Beverage Tasting Lab at Progress Campus on May 12, made possible with a \$50,000 donation from the LCBO Spirit of Sustainability program. The investment has yielded a revamped experiential learning space that replicates restaurant industry trends, and allows students to sharpen their skills in a realistic work environment.

The beverage tasting lab is just one more way that the School of Hospitality, Tourism and Culinary Arts is leading on innovation and sustainability in hospitality education. The investment comes at a critical time for the food and beverage industry, which faces labour shortages that graduates of the school's programs have the skills to help fill.

### Centennial Board of Governors' public meeting, May 29

The Centennial College Board of Governors meets on Thursday, May 29 between 8:30 and 10 a.m. All are welcome to observe the public portion of the meeting via [Livestream](#).

For more information about governance at Centennial, please visit the [Board of Governors](#) page on the College website.

### Centennial students shine at the 2025 Skills Ontario Competition

Centennial finished at the top of the class at the annual Skills Ontario event – the seventh consecutive year our students earned The College Award of Distinction for attaining the highest overall performance. Our 88 students competed in 36 skills contests ranging from aircraft maintenance to web design, and left with 19 medals: eight gold, five silver and six bronze.

### College to transition from Zoom to Microsoft Teams by June 1

As you may know, Centennial is transitioning from Zoom to Microsoft Teams as our primary collaboration and meeting platform. As part of this transition, Zoom will no longer be available for meetings as of June 1, 2025. All users are encouraged to begin using Teams for meetings as soon as possible to ensure a smooth transition.

## A New Academic Management Structure

On May 15, 2025, Centennial College shared an exciting evolution in its academic structure – a change designed with students' futures at its heart. Below is an excerpt from the message sent to students.

*We are organizing our seven academic schools into four newly created faculties:*

- **Faculty of Applied Sciences, Engineering Technology, Trades and Transportation** ▪
  - School of Engineering Technology and Applied Science
  - School of Transportation
- **Faculty of Integrated Health and Community Care**
  - School of Community and Health Studies
- **Faculty of Global Business and Creative Industries**
  - The Business School
  - School of Hospitality, Tourism and Culinary Arts
  - School of Communications, Media, Arts and Design
  - School of English and Liberal Studies
- **Faculty of Lifelong Learning and Industry Training**
  - School of Flexible Learning
  - School of Academic Upgrading and Pathways

*This reorganization brings complementary programs together in more strategic ways, fostering greater collaboration, innovation, and responsiveness to the skills and knowledge that today's industries — and tomorrow's opportunities — demand.*

*The new Faculty model acknowledges the deep history, community and sense of identity that have been built within each of the Schools. I want to assure you that the unique Schools we are known for will still very much have an identity within the new Faculty structure.*

### **What does this mean for you?**

- *Your current program and courses remain the same*
- *You will continue to have access to the services and resources that support your success*
  - *You will benefit from expanded and strengthened preparation for academic and career success, thanks to new interdisciplinary synergy which brings together program areas that were previously separated (such as English and Communications, Business and Hospitality)*
- *These changes do not impact the certificate, degree, or diploma graduates will receive*

*This change reflects our deep commitment to continually improving the education and support you receive, ensuring Centennial remains a leader in preparing students for success in an ever-changing world.*