

## Student Administrative Council

### Meeting #3

Wednesday, August 16<sup>th</sup>, 2017

### MINUTES

#### Present

Dean Alford  
Madelyn Allen – conference call  
Tayshun Ally  
Ryan Chambers  
Aaron Peterzon  
Harvinder Singh  
Morganna Sampson

#### Absent

Balshran Singh

#### Observers

Paul Masse

The meeting was called to order at 5:10 p.m. with Aaron Peterzon as chairperson and Bonnie McCharles as secretary.

#### TD Presentation – Alex Lau and NEI Representatives

Alex Lau from TD Canada Trust and NEI Representatives spoke about the Fanshawe Student Union investment account to the Board. Alex explained the current investment of the Fanshawe Student Union are secure and the funds are in long term/fixed investment and encouraged the Board, with the recommendation of the Executive Committee, to adapt a new investment policy. The NEI Representatives presented what they do and their focus as a company; responsible investments (ESG). The NEI Representatives explained in addition to the responsible/ethical investment portfolios of the company, there would be no tobacco, nuclear or weapons included in the proposed investment portfolios. Morganna asked if the proposed weight for funds, ie. 30% for equity/70% for bonds), could be changed. Alex explained that the weight could be changed. Morganna noted it would be ideal to have more focus on Canadian/Special equity investments rather than globally-dividend. It was explained that more information could be given on the proposed companies in regards to ESG standards to allow all questions that arise to be answered. Additionally, it was noted there would be regular meetings with Alex to discuss financials as well as company updates which will create speaking notes for students as to the Fanshawe Student Union chose to invest with certain companies. It was explained that more information about NEI companies as well as the top company holdings could be found on the NEI website. Paul explained the first step is for the Board to approve the proposed investment policy, which was tabled by the Executive Committee. However, Paul encouraged the Board not to vote on the investment policy yet, as there is still time to make decisions.

### Approval of Agenda

3.1 It was:

MOVED by Tayshun Ally, SECONDED by Dean Alford and CARRIED to approve the agenda.

### Approval of Minutes

3.2 It was:

MOVED by Ryan Chambers, SECONDED by Tayshun Ally and CARRIED to approve the Minutes from Meeting #2.

### Action Item Review

Bonnie scheduled a meeting with Morganna and Ryan to discuss College Space Issues.

Paul had a conversation with the insurance company regarding the risks associated with Athletics Clubs. Additionally, Paul connected with Jim Henry regarding risk management and recommended Jim Henry to complete a presentation to the Board at a Board Meeting in September/October to provide more information regarding risk management. Paul explained with allowing Athletic Clubs it increases the risk for the FSU. Paul noted a conversation regarding Athletic Clubs can occur, however, the potential would not occur until next year as the Club Policy has to be changed. A discussion was held regarding Athletic Clubs and the history of Athletics Clubs. Dean noted it would be easier to encourage outside gatherings of students to complete Athletic Activities rather than changing the Clubs Policy. Paul noted the FSU encourages student participation in Athletics through the new Student Wellness Centre, Intermural Activities and Varsity Sports. It was noted a potential special meeting will be scheduled for the risk-management presentation with Jim Henry depending on scheduling.

**Action Item:** Paul to contact Jim Henry regarding risk management presentation.

Aaron reported more information regarding the 'Fanshawe's Birthday Event' will be covered in the Chairs Report.

### Chair's Report – Aaron Peterzon

Aaron attended a meeting with Paul, Morganna, and Bonnie to discuss the Class Representative System and a recommendation will be presented to the Board.

Aaron noted a volunteer opportunity for the Board to participate in the Fanshawe Live event. Aaron explained there will be vendors, an outdoor concert with MIA students, and face painting. Dean stated the Police Foundations could get involved with the event. Aaron explained it is not program specific for volunteers and anyone can sign up to volunteer at the event. Dean asked for the information to be sent and Dean would put the opportunity on Facebook. Aaron noted if the Board was interested in volunteering at the event to sign-up with Aaron.

Aaron spoke at the Tee-Off Party for the Fanshawe College Golf Tournament at Sunningdale Golf Course regarding student bursaries. Aaron noted there was a wine sale, however, the final profit is still being determined. Paul noted the Fanshawe College Golf Tournament has

accumulatively over the last fifteen years brought in 1 million dollars for student bursaries. Dean asked which bursaries get chosen for funding. Paul noted money gets distributed across many bursaries as well as general bursaries and program-specific bursaries.

3.3 It was:

MOVED by Tayshun Ally, SECONDED by Dean Alford and CARRIED to accept the Chair's Report.

#### President's Report – Morganna Sampson

Morganna noted on July 25<sup>th</sup>, 2017, City Council approved the Bus Rapid Transfer Master Plan (BRT). On August 3<sup>rd</sup>, a notice of Study Completion was sent out and Morganna explained the public has 45 days from that date to make suggestions or comments on the BRT. Morganna wrote a letter of support with USC External Affairs, Landon Tulk, for the BRT system were was sent to Del Duca, Transportation Minister, to encourage financially supporting the City's BRT initiative. Morganna noted the Mayor will be meeting with the Minister this afternoon to formally request the funds.

Morganna hosted the first-ever informal Advocacy Colleges Committee Meeting on Monday, August 14<sup>th</sup>, 2017. Morganna noted 4 Ontario Colleges, Sheridan, Seneca, Mohawk, and Niagara, were in attendance at the meeting and discussed common issues and brainstormed potential recommendations for the issues. The topics discussed during the meeting included mental health, work study, minimum wage increase, bus pass, international fees raising drastically, academic integrity issues, board structure, and diversity and Indigenous awareness and services. Morganna is waiting on a response from a Counsellor at City Hall to discuss the BRT, inquire about and advocate for multiple buses on the Oxford Street route.

Morganna noted volunteers will be named the 'FSU Crew' for the Fall Semester. Morganna explained it is the goal to have the volunteer team re-named to the 'Red Squad' in the Winter semester. Morganna noted leftover blue volunteer shirts are deterring the team name. Morganna explained the volunteer system has been revamped with a focus on recruitment, retention, and rewards. Morganna noted students sign-up online and are sent an immediate email stating they are a volunteer with a list of training dates for mandatory volunteer training. The volunteer training dates August 29<sup>th</sup>, August 30<sup>th</sup> and October 2<sup>nd</sup>, 2017. Morganna noted there will be a 'Crew Member of the Month' and a 'Best Volunteer' award at the end of each semester for outstanding volunteers. Additionally, an official volunteer job description has been created to eliminate confusion.

Morganna reported the FOL and Executive Video have been completed with the Twister, Volunteer, and O-Week Video in the process of being filmed. Morganna noted two ideas for videos, 'Got a Grade You Don't Like?' and 'How to Overcome Procrastination', that will be filmed in the upcoming weeks.

Morganna updated the Board on Orientation and noted the planning for Orientation is almost complete. The Fall Calendar went to print on Tuesday, Frosh Kit Items are ordered, and sales for the Frosh Kits and the Fanshawe Live Concert are going well.

3.4 It was:

MOVED by Ryan Chambers, SECONDED by Tayshun Ally and CARRIED to accept the President's Report.

Directors Reports

Dean Alford – No report at this time.

Madelyn Allen – No report at this time.

Tayshun Ally – No report at this time.

Ryan Chambers – Ryan attended a meeting with Morganna on July 21<sup>st</sup>, 2017 to discuss classroom space and scheduling issues. Ryan noted a lot of information was relayed in the scheduling is completed by a computer with professors creating 'exceptions' in the software where needed, the College is at 90% room usage, up from last year, there are more students that the College can hold due to a three-choice system for choosing classes, classes are going later into the evening to accommodate space issues, and classrooms will be split. Ryan explained there is a lot being completed for the issues which include an audit being conducted and meetings being held. Ryan noted the College is aware of the issues and are looking into solutions for the issues.

Balshran Singh – No report at this time.

Harvinder Singh – No report at this time.

3.5 It was:

MOVED by Tayshun Ally, SECONDED by Dean Alford and CARRIED to accept the Director's Report.

Discussion of Committees – Governance and Finance Committees

Paul presented the proposed Terms of Reference for the Governance Committee. Paul explained the Directors assigned to the Committee would be determined by the Chair.

3.6 It was:

MOVED by Ryan Chambers, SECONDED by Dean Alford and CARRIED to approve the Terms of Reference for the Governance Committee, as presented.

After discussion, motion 3.7 was tabled for voting at the next Board Meeting or subsequent Board Meeting.

Paul presented the proposed Terms of Reference for the Finance Committee. Paul explained the Directors assigned to the Committee would be determined by the Chair. Dean asked for the Board Secretary to be included on the Terms of Reference for the Finance and Governance Committees. Paul recommended the Board Secretary be added to the Governance Committee and attend the Finance Committee meeting, if available.

3.7 It was:

MOVED by Dean Alford, SECONDED by Ryan Chambers and CARRIED to approve the Terms of Reference for the Finance Committee, as presented.

After discussion, motion 3.7 was tabled for voting at the next Board Meeting or subsequent Board Meeting.

### New Business

- a. Class Representatives – Aaron, Paul and Morganna presented the recommended Class Representative System to the Board. Paul explained that the FSU Directors were not elected by academic school, however, all academic schools need representation. It was noted that division of school representation was determined by previous numbers, projected numbers for academic schools, and FSU Directors academic school. Paul explained that Regional Campuses need to be represented and noted each Regional Campus has Student Council with a President, however, the Chair, Aaron Peterzon, will be responsible for representation. Dean asked how the information about Class Representatives will reach students. Aaron explained there will be a minimum of two meetings per. month with town hall meetings throughout the semester which will allow students the opportunity to voice concerns. Dean asked if the proposed representative plan for the Class Representatives is the only one that have been created and suggested having a few other options for representation. Ryan noted the recommendation to add him as the representative for the School of Health Sciences and the School of Nursing as Ryan will be taking a program within the academic school. Aaron noted the recommendation will be considered when the creation of plan b for representation is being decided. A discussion was held regarding Co-Curricular Record and how Class Representatives are eligible to have CCR when a student completes 10 approved hours. The process of CCR was discussed as well as incentives for students to attend meetings. Harvinder noted the concern that students do not know who the Class Representatives are in their respective programs and concerns are being missed. Aaron noted the idea if the issue is big enough, typically the concern spreads. Additionally, Aaron noted an email is sent out to each student that signs up to be a Class Representative which outlines the Director who will be the contact person for any questions or concerns. It was noted it is the hope that students announce that they are a Class Representative in classes, however, there is no way to control whether or not a student completes this task. It was stated that a notification on FanshaweOnline will be added promoting the Class Representative System with a link to the FSU Website where a student can fill out the sign-up form. Paul noted the Class Representative System will stay the same in the way it is run, however, an agreeance in representation will need to be decided before September. A special meeting was discussed to vote on the Class Representative System, however an email was decided as the means of communication regarding Class Representatives.

**Action Item:** Bonnie to schedule a meeting with Paul, Aaron, Morganna and Jahmoyia to create a 'plan b' for the Class

Representative System in terms of representation.

**Action Item:** Bonnie to send email to Board with the new proposed representation for the Class Representative System.

- b. Investment Policy – Paul presented the proposed Investment Policy to the Board. Ryan asked how the FSU would invest, if it is risky, and if NEI is as good of a company as they present themselves. Paul noted the new investment policy would have less risk and NEI has had good business, but the market has been good these last couple of years. Paul noted Alex, Financial Advisor, recommends them and works closely with NEI. Ryan asked if there is extra money, why the leftover money is not going to students instead of an investment. Paul explained the money that will be invested comes from the reserve, the proposed health plan reserve, which the FSU has to keep. Morganna noted it is the hope that this investment will bring more money to students in terms of events and new services for students. Paul noted the FSU is stable enough to invest and there will be minimal risk to the FSU. Paul discussed the curve of the Health Plan fund and noted information about the Health Plan curve will be sent to the Board. Dean suggested having more Canadian Companies included in the investment portfolio. It was decided the Board would take time to review the investment policy and a potential vote will be held at the next scheduled Board Meeting.
- c. October Election – It was explained that an October Election will be held to fill the vacant Director position. It was asked how the Board would like the Election Process to proceed. In the past, previous SAC Representatives, would have to complete a nomination package and receive signatures from a predetermined number of full-time students. There would not be a general election, however, candidates would attend a Board Meeting and the student would explain why they would be a good representative. It was noted a few questions were asked of the candidates and a vote was held. When the vote was completed, the elected representative would join the Board and stay for the rest of the meeting. The Board was in agreement with the proposed process. It was noted that the vacant position be promoted on social media only with no posters.

**Action Item:** Bonnie to schedule a meeting with Paul, Aaron, and Morganna to discuss the October Election.

**Action Item:** Bonnie to email Election Dates to the Board when they are determined.

Next Meeting –TBA.

Adjournment

3.8 It was:  
MOVED by Dean Alford, SECONDED by Ryan Chambers and CARRIED to  
adjourn the meeting.