

## Student Administrative Council

### Meeting #8

Monday, December 4<sup>th</sup>, 2017

### MINUTES

#### Present

Dean Alford  
Madelyn Allen  
Tayshun Ally  
Tyler Cake  
Ryan Chambers  
Logan James  
Aaron Peterzon  
Morganna Sampson  
Harvinder Singh

#### Observers

Paul Masse

The meeting was called to order at 5:56 p.m. with Aaron Peterzon as chairperson and Bonnie McCharles as secretary.

#### Approval of Agenda

8.1 It was:

MOVED by Tyler Cake, SECONDED by Harvinder Singh and CARRIED to approve the agenda.

#### Approval of Minutes

8.2 It was:

MOVED by Tayshun Ally, SECONDED by Tyler Cake and CARRIED to approve the Minutes from Meeting #7.

#### Action Item Review

Morganna sent an email to Shawn Harrington and Peter Gilbert regarding the bed bug issue in the computer lab and is waiting for a response.

Paul met with Tyler regarding the stairs at Y Building and wanted to wait until after Tyler's meeting with the Chair to reach out to Shawn Harrington. Paul will contact Shawn after the Board Meeting regarding the Y Building Stairs.

The article regarding the removal of grades discussed in the Board of Governor's Report was sent to the Board.

Morganna sent the Ontario Government Report regarding the Tuition Refund and the Student Support Fund as well as the OSAP Q&A to the Board.

Morganna reported students will not have to reapply for a program if the student drops out before the deadline and is entering into the same program in January. Students that drop out after the deadline or want to enter into a new program, will need to reapply.

#### Chair's Report – Aaron Peterzon

Aaron met with Paul to discuss Strike implication updates and the proper representation of the FSU while Morganna and the Coordinators were away at the leadership conference. Aaron reported the Fanshawe Student Union Board Vote that was held in the previous meeting to reconsider the Strike Relief Fund process for students was rejected by the College.

On November 24<sup>th</sup>, Aaron connected with John, Paul and Morganna to execute an open letter addressed to Peter Devlin and Deb Matthews as a collective voice of the Fanshawe Student Union. Aaron provided the link for the Board to view the letter and stated a quote from the letter for the Board that read "... apply and prove their level of hardship they have endured is not acceptable". Morganna noted there has been no response as of yet from Peter Devlin or Deb Matthews. Morganna spoke to Peter and noted it is the plan for Peter to respond soon to the letter, however, the College is sticking to Ministry Standards.

8.3 It was:

MOVED by Logan James, SECONDED by Harvinder Singh and CARRIED to approve the Chair's Report.

#### President's Report – Morganna Sampson

Morganna noted the Tuition Refund Deadline is Tuesday, December 5<sup>th</sup>, 2017 and the Strike Support Fund is open until the end of April. Morganna spoke with Deb Matthews and noted there is no plan to alter the fund to give out equal refunds to all students, however, Morganna stated more hardships examples may be added to the fund's description. Morganna noted the Fanshawe Student Union is still taking the position that there should be an equal refund for all students, however, the FSU will be assisting students, beginning next week, to fill out the Strike Relief Fund applications and give examples of potential hardships that could be included on the application. Morganna noted there is a meeting scheduled for tomorrow to discuss the details of the proposed tables. Morganna noted it is the hope to remove any barriers for students to fill out the form by assisting students filling out the form. Morganna noted every student has experienced hardship from the strike. Paul noted 1000 students have applied for the Student Relief Fund thus far and 800 students have withdrawn.

Morganna has written a draft Academic Integrity Statement which will be added to all Course Outlines under the 'Additional Information' section of the outline. This statement explains the term academic integrity, common occurrences that are considered offences, Ombud's services, and a link for students to find out more information. Morganna noted an Academic Integrity event will be held in January which will be branded 'Do(ugh) Not Cheat'. Morganna explained the library sessions will be advertised on flyers and doughnut shaped stress balls handed out to students.

Morganna updated the Board on Winter Events. Morganna noted designated orientation day is January 19<sup>th</sup> and there will be small mental health initiatives occurring throughout the month of January. Morganna stated there are several Awareness Weeks occurring throughout the semester

which include Diversity Week, Financial Awareness Week, Sexual Awareness Week, Sustainability Week and Get Active Week. In addition, several Charity Events will be held which include selling smiles at all FSU Food Service outlets for \$1.00, a potential Zumba event, and the Charity Ball.

Morganna will connect with Tobi, USC President at Western University, regarding contacting LTC about adding late night bus routes for Fanshawe and Western when Morganna returns from conference.

Morganna updated the Board on the Videos. Morganna stated a Course Outline Video, and Academic Integrity/Ombuds Video and the Wellness Wishes Video are being completed. Morganna noted the Library Services Video is awaiting edits and will be finished soon.

8.4 It was:

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

#### Directors Reports

Logan James – Logan met with the Susan Deakin, Chair of the Lawrence Kinlin School of Business on November 22<sup>nd</sup>. Logan noted Susan offered to be available to answer any immediate questions or concerns.

Logan has scheduled a Class Rep Meeting on December 11<sup>th</sup>, 2017. Logan noted the Class Reps requested to have the meeting held off for the first two-three weeks because of classes. Logan reported the Class Rep Meet and Greet invitation was sent out to the Class Reps.

Dean Alford – Dean met with the Chair of the School of Public Safety and the Chair of the School of Community Studies. Dean reported both Chairs offered to be available to answer any immediate questions or concerns that may arise. Dean has scheduled a Class Rep Meeting on Friday, December 4<sup>th</sup>, 2017.

Madelyn Allen – Madelyn met with Sandra Deluca, Chair of the School of Nursing, and noted Sandra was very helpful in answering many questions. Madelyn asked why the Western Nursing Staff did not assist the Fanshawe Nursing Students during the strike. Sandra explained there would have been a conflict between the Fanshawe and Western Unions. Madelyn noted extra lab time will be available for students and explained the appropriate individuals to contact regarding the extra lab time, dropping out of the program, or dropping down to a part-time program.

Madelyn met with Jessica Bugorski, Chair of the School of Language and Liberal Arts, and noted Jessica was able to provide many provisions Fanshawe is making in order for students to be successful, despite the Faculty Strike. Madelyn noted faculty will post a revised schedule for assignments on FOL with the goal of 75% of the learning objectives completed for the course and any vacations/plans/accommodations that are being affected by the new semester will be honoured by the College, however, faculty need to be informed. Madelyn explained individual success plans will be created on an individual basis, but the plan must have been made before the College's announcement of the new term end dates. Additionally, Madelyn noted for students that are experiencing difficulty keeping up with assignments, the student can communicate with their instructor to finish the course on a longer deadline up to 30 days past the regular end date.

These grades would be considered 'I' Grades. Madelyn explained 'I' Grades are used in exceptional circumstances which would include the strike. Morganna asked if 'I' Grades are College wide. Madelyn noted they are College wide not only in the School of Language and Liberal Studies.

Madelyn reported the invitation for the Class Rep Meet and Greet was sent to the Class Reps.

Tayshun Ally – Tayshun noted a solution has been presented for par-time students who are unable to access computer labs. Tayshun explained students can get card access to the labs by going to M3010 and requesting the access. Tayshun noted several students have asked if the library workshops will be rescheduled that were cancelled because of the strike. Morganna reported the workshops have been rescheduled and the new dates have been posted on the library website.

Tayshun reported a concern regarding students at the CDPA Campus who reported being 'cat-called' by the construction workers working on the new downtown building.

**Action Item:** Morganna to follow-up with Michelle re: Cat-Calling Concern.

Tayshun noted International Students have asked if it was possible to add a 'preferred name' field to College forms and students have been inquiring if there will be electives offered at the downtown campus. Paul was not sure of the plan, but noted he would look into the possibility of electives downtown. Aaron reported there is not a lot of class-space at the downtown campus as many of the programs require specialized labs. Aaron suggested the option of online electives for these students. Tayshun noted the online electives fill up quickly and students are finding difficult having to go to Main Campus for only one course.

Tayshun stated a concern regarding advertising at CDPA. Tayshun noted FSU Events are not being advertised enough and students were wondering if the TV be moved from the Mezz to the Main Entrance of the Building. Madelyn noted this was an issue last year as well. Morganna suggested advertising on computer monitors or on bulletin boards/magnetic boards. It was noted that a Communication Meeting was scheduled for later this week which this concern could be brought forward.

**Action Item:** Morganna to discuss CDPA Advertisement at upcoming Communications Meeting.

Tyler Cake – Tyler met with Paul to discuss the stairs at Y Building and projected equipment purchased for 2018. Tyler was able to show Paul some photos that were taken of the stairway to further inquire about pricing.

Tyler received a tour of Y Building which included a tour of the second floor. Tyler noted there are many rooms on the second floor that could potentially be converted to study rooms for students and a large space in the centre which could work as a cafeteria as it is connected to every hallway. Tyler stated there is an elevator in the building, however, it is locked on the first floor. Tyler explained the stairs are locked behind a door due to a safety concern. Morganna asked if there is a plan for the second floor.

**Action Item:** Paul to follow-up with Shawn Harrington re: Y Building Stairs.

Tyler noted there is a new Pilot Program that is launching in 2019 and currently students often need to share workstations in class, classrooms are split in half to accommodate classes and faculty have to share desks in their offices.

Tyler held a Class Rep Meeting at Y Building and several concerns were brought forward during the meeting. Tyler noted Class Reps reported the practical classes seem unorganized and the professor unsure on what to teach. There is a low supply of speciality equipment, and the microwaves are often broken and have been removed from the student lounge. Tyler reported students are interested in ordering jackets for the graduating class. Tyler noted 26 students are interested in purchasing jackets and asked if the FSU could assist in lowering the price to make the more available to students. Tyler asked about potential event ideas for Y Building and students mentioned a BBQ or a food truck. Tyler explained the food truck was brought to Y Building, however, the attendance was low.

Ryan Chambers – Ryan met with the Chair of Language and Liberal Studies and the Chair of the School of Tourism, Hospitality, and Culinary Arts and discussed the College's policies surrounding the strike which included accommodations, extensions for assignments, the tuition refund, and the Student Relief Fund. Ryan noted despite extended hours, both Chair's reported only a handful of students had come into the office with concerns and many were about non-strike related issues.

Ryan and Madelyn held a Class Rep Meeting and noted several concerns that arose from the meeting. Ryan noted a concern about inappropriate behaviour from a professor. Ryan noted an email was sent about this concern to the Chair to discuss in further detail. Ryan noted a two students have withdrawn from the program and cited mental health issues. Ryan explained this is not an area that is currently addressed by the Student Relief Fund. Additionally, Ryan noted a professor is cancelling most classes and putting the course online. Ryan stated students have expressed this course should not be online. Ryan noted a meeting is pending with the Chair to discuss this concern. Ryan noted a concern regarding a Chartwells Employee trying to charge a student \$1.00 for a plastic utensil.

**Action Item:** Morganna to follow-up regarding plastic utensil charge.

Ryan has scheduled a Class Rep Meeting on December 13<sup>th</sup>, 2017.

Harvinder Singh – Harvinder communicated with a Class Rep via email regarding a concern. Harvinder noted a list of concerns have been sent to the Chair.

Harvinder noted a meeting with the Chair has been scheduled, however, Harvinder is not available at the time of the meeting. Harvinder asked if any other Director could attend the meeting. Aaron stated he would attend the meeting and asked Harvinder to send him the date and time of the meeting.

**Action Item:** Harvinder to send Aaron the date and time of meeting with Chair for Aaron to attend.

8.5 It was:

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

Board of Governors Report – Carlie Forsythe

No report at this time.

New Business

- a. Strike Update - Morganna noted the Fanshawe Student Union is still taking the position that there should be an equal refund for all students, however, the FSU will be assisting students, beginning next week, to fill out the Strike Relief Fund applications and give examples of potential hardships that could be included on the application. Ryan asked if the Directors should fill out the application themselves to better orient themselves with the application. Morganna noted a copy of the application and the checklist will be sent to the Board. Tayshun asked how a student would prove loss of wages if a student couldn't work the expected amount of shifts because they now need to be in classes. Paul noted the student can ask for a letter from the employer which would outline the loss wages. Tyler asked if parking could be claimed on the application. Paul noted if the student feels as though it is a hardship, the student should claim it on the application.

**Action Item:** Morganna to send the Strike Relief Application and Checklist to the Board.

- b. FSU Election – Paul shared the proposed timeline of Election Dates to the Board. Paul explained that once the dates are approved by the Board they cannot be changed.

8.6 It was:

MOVED by Ryan Chambers, SECONDED by Logan James and CARRIED to approve the FSU Election Dates as presented.

Next Meeting – Monday, January 15<sup>th</sup> at 6:00 p.m.in SC-2016.

Adjournment

8.7 It was:

MOVED by Dean Alford, SECONDED by Tyler Cake and CARRIED to adjourn the meeting.