

## Student Administrative Council

### Meeting #9

Monday, January 15<sup>th</sup>, 2018

### MINUTES

#### Present

Madelyn Allen  
Ryan Chambers  
Logan James  
Aaron Peterzon  
Morganna Sampson  
Harvinder Singh

#### Regrets

Tyler Cake

#### Absent

Dean Alford  
Tayshun Ally

#### Observers

Lisa Elliott – left at 7:00  
Jahmoyia Smith – left at 6:15  
Paul Masse

The meeting was called to order at 6:04 p.m. with Paul Masse as chairperson and Bonnie McCharles as secretary.

Class Representative Discussion – Jahmoyia discussed the Class Representative System with the Board. Jahmoyia reminded the Board to hold at least one Class Representative Meeting per month to ensure that CCR Recognition is achievable. Jahmoyia reminded the Board to submit the attendance from the Class Representative Meeting as the attendance is used to track individual hours. Additionally, Jahmoyia noted Class Representative lists are sent out to the Directors on Friday, however, if there are no new students who signed up, no list will be sent out. Jahmoyia reminded the Board to bring Class Representative directly to Jahmoyia to eliminate any confusion.

#### Approval of Agenda

9.1 It was:

MOVED by Aaron Peterzon, SECONDED by Logan James and CARRIED to approve the agenda.

#### Approval of Minutes

9.2 It was:

MOVED by Ryan Chambers, SECONDED by Madelyn Allen and CARRIED to approve the Minutes from Meeting #8.

#### Action Item Review

Morganna discussed the cat-calling concern with Ed Pimentel and noted Ed encouraged the student to contact security if the incident occurs another time. Morganna noted if the incident for a second time, security will speak to the construction foreman and complete a presentation at the workplace which will address inappropriate behaviour. Morganna stated changeover of workers

on construction sites occur frequently which is why security wants to wait to see if there is another incident before speaking to the foreman of the jobsite.

This action item is ongoing as Morganna was unable to attend the Communications Meeting to discuss advertisement at CDPA Campus.

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

Paul noted a meeting has been scheduled with Shawn Harrington in the upcoming weeks to discuss Y Building. Paul stated Tyler has been invited to participate in this meeting.

Morganna spoke to Chartwells regarding the plastic utensil charge and noted all food locations charge \$0.25 cents for a plastic utensil not \$1.00. Morganna noted the staff member may have been a new employee and stated if a student is charged incorrectly to let Morganna know about it to investigate further.

Harvinder noted the previously scheduled meeting with the Chair needed to be rescheduled to another time. Harvinder stated the Chair is flexible to meet to discuss any student concerns.

Morganna sent the Strike Relief Fund Application and Checklist to the Board, however, Morganna will resend to ensure everyone has the documents to send to the Class Representatives. Morganna provided an update about the Strike Relief Fund and reported over 1000 applications have been handed out to students and 1300 applications have been received and approved. Morganna stated Fanshawe College is being liberal with the applications and allowing students to claim loss of wages on the application. Lisa noted supporting documents are needed when submitting the application. Aaron asked what a supporting document would be for the application form. Morganna explained any document that would show financial hardship; receipts, bank statements, letter for employers, etc. Paul noted the FSU has created letters for those staff members that missed hours due to the strike. Morganna asked the Board for feedback about the Strike Relief Tables and asked if the tables should be continued in the upcoming weeks. Madelyn has heard positive feedback for the tables and noted the tables should be continued. Paul suggested slowing the tables down and having one table per week to keep the Strike Relief Fund on the mind of students. A discussion was held regarding if a student needed to be full-time in the Fall Semester during the strike to be eligible to apply for the Fund. Morganna will follow-up and inform the Board.

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

**Action Item:** Morganna to follow-up regarding whether a student needed to be a full-time student during the strike to be eligible for the Strike Relief Application.

2018-2019 Student Fees – Paul presented the proposed 2018-2019 Universal Ancillary Fees to the Board. Paul explained the Ancillary Fee is paid by every full-time member of the Student Union. Paul noted the proposed 5% increase of the Student Activity Fee which would offset the Ontario Price Index (OPI) increase, 1.7%, and other costs associated with the minimum wage increase. A discussion was held regarding Bill 148 and the increased minimum wage. Aaron inquired about the food costs on campus and asked if there was a way to keep food costs lower for students. Paul noted there will be an increase in food costs due to the minimum wage increase which students will see at all food service outlets at the College. Aaron asked if the meal plan would increase with the increase of the food costs. Paul noted a discussion will be held regarding increasing the meal plan, however, there are many factors associated in making the decision. Paul noted it would be ultimately be the College’s decision to increase the meal plan.

Paul explained the proposed decrease of \$4.00 from the Student Building Fee which would decrease the fee from \$25.00 to \$21.00 per semester. Paul reported the decrease would allow for the student fees to balance, as it is a \$4.00 increase to the Student Activity Fee and a \$4.00 decrease to the Student Building Fee. Paul noted the decrease in the fee would not impact any renovations, upgrades, or upkeep. Madelyn asked if there are any plans for solar panels at the College. Paul noted the potential of solar panels being added to some existing buildings and solar panel picnic tables. Aaron asked if there is a timeline for the renovation for Forwell Hall. Paul noted there is not a proposed timeline at this time as the FSU is in negotiations with the College regarding the space. Paul noted smaller upgrades will occur, tables and chairs, but no major renovations this year.

9.3 It was:

MOVED by Ryan Chambers, SECONDED by Aaron Peterzon and CARRIED to approve the proposed increase of \$4.00 to the Student Activity Fee and the proposed decrease of \$4.00 to the Student Building Fee.

Paul explained the Program-Specific Fees to the Board and noted the Hospitality Programs had the largest increase in fees due to curriculum-based requirements and certificates; Smart Serve, Safe Food Handling, etc. Paul reported only level one students are required to pay the increased program fee as outlined in the Fee Protocol to allow students the opportunity to know their tuition fees.

#### Chair’s Report – Aaron Peterzon

Aaron met with Morganna regarding a student concern against a professor in the Lawrence Kinlin School of Business. Aaron noted issues included the professor arriving 40 minutes late to a final exam presentation, not responding to emails, giving untrue information regarding policies and uploading rubrics to assignments several days after the assignment was due. Paul noted the concern is not affecting only the student, but rather the whole class and suggested the student speak to the Program Coordinator. Ryan asked if a student could write the Coordinator a letter anonymously. Paul did not think that the letter would be an issue. Paul noted the student could speak to the Chair or suggested passing the information regarding the concern to Jahmoyia to follow-up with the Chair.

**Action Item:** Aaron to send information regarding student concern to Jahmoyia.

Aaron met with Paul regarding the future direction of the organization including the Mission Statement and the implementation of a Vision Statement for the organization. Aaron explained a Vision Statement would define where the Student Union would like to be in the next five years. Aaron noted it is the goal to have the Vision Statement implemented by the end of the semester. Paul suggested bringing the discussion through the Governance Committee.

**Action Item:** Bonnie to schedule a Governance Committee Meeting at the beginning of February to discuss a Vision Statement for the FSU.

Aaron reminded the Board that designated Orientation Day is scheduled on Friday, January 19, 2018.

9.4 It was:

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

President's Report – Morganna Sampson

Morganna noted there have been 1300 Strike Relief Fund applications submitted and approved which is a higher number than some other College's Morganna has heard from regarding application numbers. Morganna reported according to the Register's Office, there has not been any denials made only requests for additional supporting documentations from students.

Morganna updated the Board on Academic Integrity. Morganna reported a draft academic integrity statement has been created which will be used as the Academic Integrity Statement for the Course Outline. Morganna noted the 'Donut Cheat' Website will go live on January 19<sup>th</sup>, 2018 which will be a webpage of resources for students. The website will include resources on how to properly cite materials, plagiarism examples, library sessions, how to file an appeal and links to several different resources for students which includes the Fanshawe website. Morganna noted five minute presentations will be held on Friday, January 19<sup>th</sup> during the International Orientation Sessions and will discuss the Donut Cheat initiative. Aaron suggested adding a Donut Cheat button on Fanshaweonline. Morganna noted that it was a great suggestion and will look into adding a button.

**Action Item:** Morganna to look into adding a Donut Cheat Button onto Fanshaweonline.

Morganna noted Exam Care Packages were handed out last week to students and thanked those on the Board who assisted with writing motivational quotes on the bookmarks.

Morganna updated the Board on Winter Events. Morganna noted Bell Let's Talk Day and What's Your Big Lie are scheduled for January 31<sup>st</sup>, 2018. A Charity Ball, Disney in Paris, is being planned for March, an Award's Night, and a Paint Night/Glow Run in April.

Morganna noted Wen Do Women's Self Defence will be held at Fanshawe College on January 27<sup>th</sup> and January 28<sup>th</sup> from 9:30 a.m. – 5:30 p.m. Morganna noted students need to register for the training in advance and encouraged the Board to attend.

Morganna received confirmation from Cal and Carolyn to order flags for each of the Residences. Morganna noted the flags would have the name of the Residence and be the corresponding colour of the Residence.

9.5 It was:

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

### Directors Reports

Dean Alford – No report at this time.

Madelyn Allen – Madelyn emailed Christine Griffith, Chair of the School of Health Sciences, regarding a professor not attending the majority of the lectures. Madelyn reported Christine replied immediately and will be investigating this issue.

Madelyn held a Class Representative Meeting on Wednesday, December 13<sup>th</sup>, 2017. Madelyn reported one concern regarding a lack of communication with a professor. Madelyn emailed the student to receive more information. Madelyn has scheduled a Class Representative Meeting on Wednesday, January 14<sup>th</sup>, 2018 at 4:00 p.m.

Madelyn attended the Class Rep Meet and Greet and met a few of the Class Representatives that are represented by Madelyn. Madelyn helped with Exam Care Packages and the submitted the attendance sheets from previous Class Representative Meetings to Jahmoyia.

Tayshun Ally – No report at this time.

Tyler Cake – Tyler was unable to attend the meeting and his report was read for him. Tyler held a Class Representative Meeting on Friday, December 15<sup>th</sup> at Y Building. Tyler informed the students of the Student Relief Fund and encouraged the students to apply for the Fund. Tyler reported several concerns regarding teachers seeming to be inexperienced with teaching, requiring more guidance on how to use certain equipment when beginning the program, the lack of microwaves at Y Building, and old toolboxes that have missing locks and drawers that will slide out of the toolbox. Tyler explained students are concerned about getting the required 300 hours and feel at a disadvantage as they will be graduating later than other programs. Tyler reported several students asked about the possibility of food trucks on campus. Tyler noted students would prefer cheaper options rather than the gourmet trucks and suggested burgers, hot dogs and fries. Aaron asked if there could be a permanent food truck at Y Building. Paul noted food trucks have been there in the past and they were not popular amongst the students. Aaron asked why students cannot eat in the Hanger. Morganna noted it is a Health and Safety concern as students were eating in the airplanes and leaving garbage everywhere in the space. Paul noted food trucks at Y Building is something that can be revisited, however, would be reluctant to spend the money for the service based on previous response to the food trucks. Paul stated more space and enhanced vending machines may be a more viable option for the Campus. Aaron suggested a survey to hand out to students which will allow them to have an opinion on what

they would rather food trucks, space, etc. Paul encouraged Aaron to chat with Tyler about the survey idea.

**Action Item:** Aaron to speak to Tyler regarding survey's at Y Building.

Tyler will be in attendance at the scheduled meeting on January 24<sup>th</sup>, 2018 to discuss the second floor of Y Building.

Ryan Chambers – Ryan sent an email to the Chair of the School Tourism, Hospitality, and Culinary Arts regarding allegations of inappropriate behaviour by a professor. Ryan is waiting for a response. Morganna spoke to the Chair and noted an email will be sent to Ryan soon addressing this concern.

Ryan and Madelyn held a Class Rep Meeting on December 17<sup>th</sup> and noted several concerns that arose from the meeting. Ryan mentioned a discussion regarding the reduced reading week was held as well as a conversation about the free printing ending early for students. Ryan reported free printing was advertised to end on January 22<sup>nd</sup>, however, it was ended early for students. Paul noted the colour printing was stopped right away due to overusing and students taking advantage of the service.

Ryan noted a concern regarding a professor not putting material online and being difficult to contact, timing of the Varsity try-outs, and unplowed parking lots.

Ryan attended a meeting the Chair of the School of Health Sciences regarding a concern about a professor cancelling classes and the putting the class online when it should be taught in class. Ryan noted the concern is being investigated by the Chair and stated the Chair asked for the student to meet with them regarding the concern if the student is willing. Ryan reported the student will be asked to attend a meeting with the Chair to discuss the concern, however, stated Madelyn and Ryan were able to concern, on behalf of the student, if needed. Paul suggested keeping notes on the allegations and give to Jahmoyia for follow-up.

Ryan and Madelyn have a Class Rep Meeting scheduled on January 24<sup>th</sup> at 4:00 p.m.

Logan James – Logan held two Class Representative Meetings before the Christmas Break on Monday, December 11<sup>th</sup> and Tuesday, December 12<sup>th</sup>, 2017. Logan reported the attendance at the first meeting was low, however, 10 Class Representatives attended the second meeting.

Logan reported the majority of the discussion held during the meetings included questions about the Student Relief Fund. Logan noted questions about the deadline, when students will hear if they are approved, and when money will be received were asked during the meeting. Logan noted some International Students were inquiring about flights booked in April and if the Student Relief Fund would pay for the flight if it needed to be changed. Morganna encouraged the student not to change flights until the student speaks to their teacher as accommodations may be able to be made to accommodate the flight plan.

Logan reported a concern that Fanshawe College was not listed on the CPA Website. Additionally, Logan noted the students were inquiring about networking events for students to network with outside professionals. Logan noted students were asked to follow-up with their professors. It was discussed that there are several FSU Clubs that have marketing events which

include the APICS and the Accounting Association. It was noted that all clubs and contact information can be found on the FSU Website.

Harvinder Singh – Harvinder met with the Chair of the School of Information and Technology on December 15<sup>th</sup> and discussed students feedback and concerns. Harvinder noted the intention of the School of Information and Technology is to help students succeed and stated the Chair has thought of hosting a fun and interactive activity with food to meet students directly.

Harvinder communicated with the Chair of the School of Applied Science and Technology and the Chair of the Donald J. Smith School of Building Technology via email. Harvinder noted the Chair's were flexible to meet with students and would meet with Harvinder with any concerns that are received from students.

Harvinder reported a Class Rep Meeting will be held at the end of the month.

9.6 It was:

MOVED by Ryan Chambers, SECONDED by Logan James and CARRIED to approve the Director's Reports.

#### Board of Governors Report – Carlie Forsythe

No report at this time.

#### New Business

- a. Election Campaign Start Date – Bonnie presented the new start date for election campaigning to the Board and explained the reason for the change. There was no opposition from the Board regarding the change.
- b. SFS Surveys – Morganna inquired about including Fall Semester Questions on the Winter SFS Surveys as the Fall Semester SFS Surveys were cancelled due to the strike. Paul suggested bring this suggestion up at the upcoming College Council Meeting.
- c.

Next Meeting – Wednesday, January 31<sup>st</sup> at 7:00 p.m.in SC-2016.

#### Adjournment

9.7 It was:

MOVED by Ryan Chambers, SECONDED by Madelyn Allen and CARRIED to adjourn the meeting.