

Student Administrative Council

Meeting #2

Thursday, July 12th, 2018

MINUTES

Present

Harinder Kumar Bhatia
David Eigbe
Saralynne Mann
Thanveer Mecheri
Abhimanyu Sharma
Kamaldeep Singh
Jahmoyia Smith

Regrets

Nilam Patel
Pavneet Singh

Observers

Christine Belanger
Paul Masse
Anthony Stergiu
Andrew Waterworth

The meeting was called to order at 5:57 p.m. with Saralynne Mann as chairperson and Bonnie Williams as secretary.

Approval of Agenda

2.1 It was:

MOVED by Thanveer Mecheri, SECONDED by Kamaldeep Singh and CARRIED to approve the agenda.

Approval of Minutes

2.2 It was:

MOVED by David Eigbe, SECONDED by Thanveer Mecheri and CARRIED to approve the Minutes from Meeting #1.

Action Item Review

Bonnie sent the 2017-2018 Strategic Direction to the Board to review.

Bonnie scheduled a meeting with Paul, Jahmoyia, Saralynne, and Christine to discuss Class Representatives.

Bonnie emailed the Board the time and date of the TD Financial Presentation.

Introductions

Everyone went around the table and completed introductions.

Chair's Report – Saralynne Mann

Saralynne attended a meeting with Paul, Jahmoyia and Christine to discuss the Class Representative System. Saralynne noted this will be discussed further later in the meeting.

Harinder addressed the Board and expressed support of the Board's decision for Secretary and Chair and wished Saralynne and Thanveer luck throughout the remainder of the term.

President's Report – Jahmoyia Smith

Jahmoyia attended Media Relation Training with the College on May 30th, 2018. Jahmoyia noted it was a unique experience with the training focusing on effective ways to respond to the media and how to handle a media crisis within an organization. Jahmoyia participated in a Wayfinding Session which discussed methods that can help students and visitors find an easier way around the College. Jahmoyia attended Graduation and noted it was an amazing experience to see all the graduates walk across the stage.

Jahmoyia attended the Leaders Hall Conference and noted it was a great experience to interact with student leaders. Jahmoyia attended several sessions which included sessions on Open Resources, Mental Health Training and Support for Students, Student Engagement, and Plagiarism and Citation.

Jahmoyia noted Head Start began last week which Jahmoyia is presenting the FSU Services powerpoint as well as attending the Service Fair with the Executive Team.

Jahmoyia noted the FSU participated in the College's Quality Assurance Audit (CQAPP) which discussed topics such as accessibility services, professor-student interactions, and student services. Jahmoyia participated in the focus group for Web Conferencing and Virtual Classrooms and stated a vendor has been chosen, whom is student focused, to bring this service to students.

Jahmoyia noted the 2018-2019 Strategic Direction has been reviewed with recommendations and edits being added to this document. Jahmoyia noted the document will be presented to the Board later in this meeting.

Jahmoyia noted the College has decided to have one day dedicated to orientation to allow first year students the opportunity to get FANCards, books and attend program orientation. Jahmoyia noted there will be no classes on this day.

Jahmoyia participated in a tour of the new LDB Building downtown and noted the building is currently undergoing minor construction. Jahmoyia noted the building will be open on August 27th, 2018 to provide students with triage services that will prepare them for the first day of classes. Jahmoyia stated the new building is phenomenal and students will enjoy the new building when it is opened.

Jahmoyia and the Coordinators met with the USC to discuss a possible collaboration on several initiatives. Jahmoyia noted the 2018-2019 Strategic Direction was presented during this meeting will an emphases on the USC and FSU partnership.

Jahmoyia attended the TD Investment Meeting as well as an Investment Seminar that was held by the TD Investment Group.

Jahmoyia noted two videos, the Meet the Coordinators 'Office Theme' and FSU Services, have been filmed to be put on the FSU Social Media Pages.

Directors Reports

Harinder Kumar Bhatia – Harinder has received feedback, primarily from international students, regarding having a food court on-campus that is open later and has reasonable prices for students. Harinder explained many students have classes from 8 a.m. – 8 p.m. and do not have time to cook a meal at home. Harinder suggested the menu for the potential new food court to be

determined by a survey that students would complete. Anthony asked where this new food court would be located, on-campus or off-campus. Harinder noted ideally, the food court would be located on-campus for students. David noted it is not a bad idea to diversify food options on Campus, however, there needs to be a strategic plan created. Paul noted there will be more diversified options at Kettles and Curry Bowls that will allow students to create their own soups with new broth options. Paul noted this will be available in September for the students. Paul noted a survey was constructed last year regarding allergen-friendly options and food options on campus for students. Paul suggested Harinder look at this data instead of constructing another survey.

Action Item – Jahmoyia to send survey results from the food services survey to Harinder to review.

Harinder noted a concern regarding the prices at Subway on-campus being more expensive than the Subways off-campus. Harinder stated a concern regarding FSU Field Trips and how they take place on the weekdays. Harinder suggested more field trips on the weekends to allow more students to attend these trips.

Harinder noted International Students are having some difficulties with the work study program approvals. Harinder noted several students are not receiving emails regarding approvals or denials to the program. It was noted that students could contact Financial Aid to seek information regarding the student's approval into the program.

Harinder discussed the idea of holding an 'Annual Celebration' at Fanshawe College. Harinder explained the event would be similar to Sun Fest which would showcase many cultural activities including dance, stage shows and food. Harinder noted the idea to make this an annual event for students. Harinder noted this event would be a cultural showcase and anyone would be able to participate in the event.

Harinder noted the concern regarding students smoking on Campus. Harinder noted many students purchase cigarettes at the Circle K and discussed the idea of asking the owner not to sell to College students. A discussion was held regarding smoking on Campus. It was suggested to complete more social programming regarding smoking on Campus rather than directly asking a business to stop selling and cutting into the owner's bottom line. Additionally, David suggested more enforcement when individuals are not smoking in the correct designated spots on Campus.

David Eigbe – David noted there have been no concerns or complaints thus far from students. David noted the collaboration with Western, USC, will be a good idea as it will assist students with transferring to the University as well as provide an opportunity to collaborate with clubs and events.

Thanveer Mecheri – Thanveer stated a concern regarding the International Health Plan and International Fees. Thanveer noted International Students are not covered under the International Health Plan in the Summer, if the student is on a break in the Summer. Thanveer noted to be covered, the student would need to pay an additional \$400.00. Thanveer noted students are not aware that the insurance does not extend into the Summer. Thanveer noted this concern has been forwarded to the FSU. Paul noted there has been a meeting scheduled on Monday to discuss the International Health Plan.

Action Item – Jahmoyia to follow-up with Thanveer re: International Health Plan.

Thanveer explained International fees were higher in the second semester than in the first semester and this increase was not included in the ‘Offer Letter’ that the student received. Harinder noted the increase was \$300.00 from the first to the second semester for International students. Christine asked if there was any clarification for the increase. Harinder noted if there is going to be a change in fees from first to second semester, this needs to be communicated with the students. Paul agreed that there needs to be an increase in communication to the students regarding fees. Thanveer noted this concern has been discussed with Jahmoyia and Arien, Board of Governors Representative and noted this concern will be brought up at the next Board of Governors Meeting

Action Item – Jahmoyia to follow-up with Arien re: International Fees

Thanveer has informed students about the Class Representative Application.

Nilam Patel – No report at this time.

Abhimanyu Sharma – Abhimanyu noted there are some forms of payments are missing from the options of payments for students to pay fees. Abhimanyu suggested a trainer in the Student Wellness Centre to be on the floor at all times to ensure students are completing exercises correctly. Christine noted there is a free orientation offered when the student completes the Par-Q form in the gym and Jahmoyia noted there is training available for students.

Kamaldeep Singh – No report at this time.

Pavneet Singh – No report at this time.

Board of Governors Report – Arien Aubertin

No report at this time.

New Business Items

- a. 2018-2019 Strategic Direction – Jahmoyia presented the proposed 2018-2019 Strategic Direction to the Board. Jahmoyia explained what was added and removed from the previous Strategic Direction which included the rewording of the first bullet point under the Community Pillar of the document. Jahmoyia noted the proposed change to state ‘Encourage FSU student leaders and staff representation to get involved in activities and events’. Jahmoyia asked if the Board had any proposed edits or recommendations for the document. David noted the only suggestion from the previous meeting was to remove the specific amounts, which were removed from the presented document.

2.3 It was:

MOVED by Harinder Kumar Bhatia, SECONDED by Abhimanyu Sharma and CARRIED to approve the 2018-2019 Strategic Direction, as presented.

- b. SAC Committee Discussion – Paul presented the Governance Committee Terms of Reference to the Board. Paul noted two Directors will sit on this Committee and it would be the suggestion to have the Secretary, Thanveer, be one of the Directors on the Committee. Thanveer was in agreeance with this suggestion. Abhimanyu volunteered to be on the Governance Committee.

2.4 It was:

MOVED by David Eigbe, SECONDED by Harinder Kumar Bhatia and CARRIED to approve Thanveer Mecheri and Abhimanyu Sharma to sit on the Governance Committee.

Paul presented the Finance Committee Terms of Reference to the Board. Paul noted two Directors will sit on this Committee. Harinder and Kamaldeep offered to be on the Committee. Kamaldeep decided not to be on the Committee as scheduling meetings may be difficult with Kamaldeep's class schedule. David volunteered to sit on the Finance Committee in place of Kamaldeep.

2.5 It was:

MOVED by Abhimanyu Sharma, SECONDED by Kamaldeep Singh and CARRIED to approve Harinder Kumar Bhatia and David Eigbe to sit on the Finance Committee.

- c. Class Representative Discussion – Saralynne presented the proposed Class Representative division of academic schools to the Board. Saralynne explained the Directors program, Campus and proposed numbers of students were taken into account when determining the division of academic schools. Saralynne will act as a floater and assist any Director when needed or if there is a vacant position on the Board.

Action Item – Bonnie to send Class Representative Distribution and Representation to the Board.

2.6 It was:

MOVED by Kamaldeep Singh, SECONDED by Thanveer Mecheri and CARRIED to approve the Class Representative Distribution and Representation, as presented.

- d. Insurance and Risk Management – Paul noted Jim Henry will be completing a presentation on Insurance and Risk Management on Thursday, August 2nd, 2018. Paul extended the invitation to the Board to attend the presentation. Paul noted this is an important topic and noted this presentation will be mandatory to attend, schedule permitting.

Action Item – Bonnie to send date and time of Insurance and Risk Management Presentation to the Board.

- e. Communication – Paul presented the proposed Board signature to the Board. Paul explained it is the same font and font size as an FSU signature and explained when and when not to use the signature. Paul explained the signature should be used while in the position as a Director and only in the conduct of FSU Board Business. Paul noted the signature should never be used for any non-FSU Board related communications included any and all personal communications. The Board was in agreeance with the presented Board signature and explanation of communications.

Action Item – Bonnie to send Board Signature to Board.

Next Meeting – Thursday, August 16th, 2018 at 6:00 p.m. in SC-2016.

Adjournment

2.7 It was:

MOVED by Harinder Kumar Bhatia, SECONDED by Thanveer Mecheri and CARRIED to adjourn the meeting.