

**Minutes**  
**Student Administrative Council (SAC)**  
June 25<sup>th</sup>, 2020  
Via Zoom

**Present:** Kaivalya Dahale, Board Chair

Cole Ayerst, Director  
Naznin Akter, Director  
Allan Saji Chakkupurackal, Director  
Zayaan Zakir Madari, Director  
Katyayini Thakur, FSU President  
Lakshmy Trikkur Muraleedharan, Director  
Stacyann Stanley, Director  
Perna Yadav, Director

Thomas Hutchison-Hounsell, Board of Governors Student Representative  
Paul Masse, General Manager  
Bonnie Williams (Recording Secretary)

This meeting was called to order at 1:09 p.m.

Insurance and Risk Management Presentation - Jim Henry

Jim Henry presented the Directors' & Officers' Liability Insurance: For Canadian Post-Secondary Student Associations to the Board. The presentation included an overview of Directors' and Officers' Liability, Duties of Directors, How Board Members can Protect Themselves and What is Unique about Student Associations. After the presentation, a question and answer period commenced with the Board. A question was asked regarding athletic-focused clubs and athletic activities and why they are not approved. It was noted that there is an increase in risk associated with having these types of clubs or approving these activities due to a lack of resources that would decrease the overall risk (ie. Coaches, trainers, equipment, etc.). It was noted that discussions are ongoing with the Athletics Department regarding the ability of having athletic clubs and the College managing the risk under the College's insurance policy. In terms of FSU Events, it was noted that the risk associated with a particular event needs to be analyzed and steps need to be taken to mitigate the risk which include third party liability insurance and students signing a waiver to participate. Overall, the Board would need to use due diligence to ensure that there is a structure in place to mitigate risk for events as it is not the expectation of the Board to micromanage but rather ensure policies are being followed by the organization.

Approval of the Agenda

2.1 It was:

MOVED by Cole Ayerst, SECONDED by Stacyann Stanley and CARRIED to approve the agenda with the addition of Board Communication, Class Representative Discussion and Director Status as New Business Items.

Approval of Minutes

2.2 It was:

MOVED by Lakshmy Trikkur Muraleedharan, SECONDED by Cole Ayerst and CARRIED to approve the Minutes from Meeting #1.

Chair's Report – Kaivalya Dahale

No report at this time.

President's Report - Katyayini Thakur

Katyayini provided a fees update the Fall 2020 Semester to the Board. It was explained that there was a 3% increase in tuition fees for International students, as approved by the College Board of Governors and an extended fee deadline; All International Students going into Level 1 of any program (June 29<sup>th</sup>, 2020) and International Students in Level 2 and beyond and all Domestic Students (July 22<sup>nd</sup>, 2020). A lengthy discussion was held regarding the fee deadlines and the tuition increase for International Students. It was explained that advocacy with senior management of the College has occurred regarding these issues for students which resulted in the fee extension for students. Furthermore, it was noted that all College's had an increase in regards to International Tuition, however, the increase from Fanshawe is lower compared to other Colleges.

Katyayini noted there has been a reduction in ancillary fees depending on whether the student will be receiving online or blended program delivery. It was noted that the breakdown on ancillary fees is not yet included on Webadvisor, It was explained that this issue will be fixed today by the Registrar's Office which should provide clarification for students. Despite being a fully-online student, it was explained that these students will be able to access and come to Campus in the Fall to utilize services (ie. Labs), however, this plan could change depending on COVID-19.

Katyayini explained that both the international and health plans will be billed annually instead of by semester. With the change of health plan billing, students will benefit from having health plan coverage from September 1<sup>st</sup>, 2020 to August 31<sup>st</sup>, 2021, regardless of academic status.

Katyayini explained that events and activities will remain online for now, however, it is the plan to open the Fringe Hair Salon, Biz Booth and Gamesroom in the Fall, following all health and safety protocols which include limited patrons and limited tables to allow for physical distancing. Katyayini noted that the FSU is awaiting College approval to open these services as well as onsite graduation photos from Studio Nostalgia. Additionally, Katyayini mentioned the Interrobang will be published in print and online for students and two out of the three Koffee with Katy webisodes are available at [www.fsu.ca](http://www.fsu.ca).

Katyayini provided an update on LTC and noted the bus pass negotiations are still in progress. It was explained that online students will not receive a LTC Bus Pass, however, these students can purchase a bus pass at the reduced post-secondary rate from the LTC directly or at the Campus Bookstore. It was explained that the model for co-op will not change and these students will be able to purchase a bus pass at the universal rate, if eligible. A question was asked about the free rides from LTC and when will these stop being offered. It was explained that this service has been extended to the end of July by the LTC.

Katyayini noted returning students are eligible for a Fall 2020 Continuing Student Bursary of up to \$500.00 per student based on student need. The Residence will house about 730 students in the Fall and the plan is to have Oasis, the Out Back Shack and Booster Juice open in the Fall, pending College approval.

A discussion was held regarding online classes and students receiving inadequate support while completing these courses. Frustrations were expressed regarding the inconsistencies within online learning and potential solutions were discussed. An online learning feedback survey for students to complete in the Fall was agreed by the Board to be the best solution to allow students to express individual experiences and concerns with the online program delivery.

It was asked that Thomas bring the expressed dissatisfaction of students with fees, online program delivery, etc. to the Board of Governors Meeting and to advise of the plan to create and distribute an online learning feedback survey in the Fall.

2.3 It was:

MOVED by Stacyann Stanley, SECONDED by Zayaan Zakir Madari and CARRIED to accept the President's Report.

A vote was held and the motion was passed.

#### Board of Governors Report - Thomas Hutchison-Hounsell

Thomas met with the Board of Governors on May 28<sup>th</sup>, 2020 in lieu of the annual workshop/retreat via Zoom. An update from the Board Process Committee and the Meeting Labour Market Needs Task Force was received as well as the annual Indigenous Education Council Report. Thomas noted the Research and Innovation Monitoring Report and the Business Case for the Campus Energy Centre was approved. Thomas noted the work of the Board during the past year and the results of the Annual Board Survey were reviewed and accepted as presented and the Board Work Plan for 2020-2021 was finalized and approved.

It was noted the College Investment for Innovation Village, Stage 3 and above, is supposed to be discussed and approved at the Board of Governors Meeting today, June 25<sup>th</sup>, 2020. It was asked that if any decisions were made at this meeting regarding Innovation Village that an update be sent to the Board, if these details are able to be shared.

2.4 It was:

MOVED by Cole Ayerst, SECONDED by Prena Yadav and CARRIED to accept the Board of Governors Report.

A vote was held and the motion was passed.

#### Director Reports

Cole Ayerst – Cole noted a concern about graduation being cancelled and asked whether graduation will be rescheduled in the Fall Semester for these students. It was noted the virtual graduation page that was created is meant to act as the official graduation, however, this may change as more information is meant to come regarding graduation and graduation awards. It

was explained that students are encouraged to request their diploma via the online form, however, students will be able to request a copy at a later date.

Cole asked if the FSU is still planning on hiring students within FSU Services where applicable in the Fall Semester. It was noted the FSU will be hiring students for positions in the Fall Semester.

Naznin Akter – No report at this time.

Allan Saji Chakkupurackal – Allan inquired about the mandatory 14 day quarantine for International Students arriving in Canada for the Fall Semester and if the College would be providing the space for the students to complete the quarantine. It was encouraged for the student to connect with an immigration advisor regarding expectations of arrival.

Zayaan Zakir Madari – Zayaan noted a concern regarding the inability for a student to pay fees in installments and a fee increase for a student that deferred their program to the Fall Semester. It was explained that the fee increase for the deferred program is a mistake as the student will be paying the 2019-2020 fees not the 2020-2021 fees. Zayaan noted an inconsistency in program fees and the number of courses a student is enrolled (ie. A student enrolled in 4 courses paying the same program fees as a student enrolled in 6 courses). It was encouraged for the student to connect with the Registrar's Office for clarification of program fees and full-time requirements.

Lakshmy Trikkur Muraleedharan – Lakshmy inquired whether a student could travel to Canada to complete the Fall Semester if the borders are open. It was encouraged for the student to connect with an immigration advisor regarding this inquiry.

Stacyann Stanley – Staceyann reiterated student concerns in regards to the fee deadlines and the inability to pay fees in installments. Additionally, Staceyann noted a concern regarding students feeling neglected by the College during the COVID-19 pandemic.

Prena Yadav – Prena reiterated the disappointment from students in regards to the tuition increase for International Students and the fee deadline. Prena noted the need for proper communication from the College to students as it will eliminate confusion. It was explained that this concern was brought up to and advocated for with the senior management team in the College. Prena noted students want to know that they are being heard and it was explained that students are encouraged to connect with Janice Lamoureux, Registrar, to express concerns.

#### New Business:

- a. Governance Review Update – The FSU has received the results of the Governance Review. It was explained that a meeting will be scheduled in the upcoming weeks with Catherine Raso and the Board to discuss the results. In advance of the meeting, the results will be sent to the Board.
- b. Director Communication – A discussion was held regarding Board Communications and the channels in which informal and Board-related business should be used. It was noted that Whatsapp is a great communication platform for social and informal communication between members of the Board, however, Board-related business

should be communicated via email with appropriate parties included on the email. The Board was in agreeance and there were no objections.

- c. Class Representative Discussion – It was explained that previously a distribution of Class Representatives to an assigned Director(s) was completed to allow for maximum representation of the students. It was noted a draft plan of this distribution will be created with the President/Board Chair and the draft plan would be presented to the Board for approval. The Board was in agreeance with this plan for Class Representatives and there were no objections. It was noted a meeting will be scheduled in the upcoming weeks with the appropriate parties to create a draft to be presented at the next Board Meeting or the subsequent Board meeting.
- d. Director Status – It was explained that one Director, Zayaan Zakir Madari, has not met the GPA Requirement, in accordance with the Bylaws. Communication was sent to Zayaan from the President and the General Manager regarding this issue, however, no response was received and indicated that recent emails were not received. Zayaan explained the situation to the Board. It was noted that the Board had two options; removal immediately from the Board and/or providing a deadline that the GPA Requirement must be met or removal from the Board. A lengthy discussion was held and individual opinions were shared regarding the situation. After the discussion, the Board decided to provide a deadline of end of day on Monday, July 6<sup>th</sup>, 2020 for the GPA Requirement to be met, in accordance with the Bylaws. Failure to meet the GPA Requirement by the July 6<sup>th</sup>, 2020 deadline will result in the inability to continue in the role as a Director.

2.5 It was:

MOVED by Cole Ayerst, SECONDED by Prena Yadav and CARRIED to approve the extension deadline of Monday, July 6<sup>th</sup>, 2020 for the GPA Requirement to be met, in accordance with the Bylaws. Failure to meet the GPA Requirement by the July 6<sup>th</sup>, 2020 deadline will result in the inability to continue in the role as a Director.

A vote was held and the motion was passed.

Next Meeting – Thursday, July 30<sup>th</sup> at 1:00 p.m. via Zoom.

Adjournment

2.6 It was:

MOVED by Cole Ayerst, SECONDED by Stacyann Stanley and CARRIED to adjourn the meeting at 3:53 p.m.