

Minutes
Student Administrative Council (SAC)
February 26th, 2021
Via Zoom

Present: Katyayini Thakur, FSU President, Chair

Cole Ayerst, Director
Naznin Akter, Director
Suman Moira D'Sa, Director
Vishal Harikrishnan, Director
Kavya Kozhiparambil Pradeep Kumar, Director
Stacyann Stanley, Director

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

Regrets: Kaivalya Dahale, Board Chair

This meeting was called to order at 2:04 p.m.

Approval of the Agenda

13.1 It was:

MOVED by Cole Ayerst, SECONDED by Stacyann Stanley and CARRIED to approve the agenda.

Approval of Minutes

13.2 It was:

MOVED by Vishal Harikrishnan, SECONDED by Naznin Akter and CARRIED to approve the Minutes from Meeting #12.

Action Item Review

The 'Class Representative Questions' and 'Class Representative Questions – Initial Meeting' were added as a New Business Items for Board Meeting #13.

The Class Representative Document was sent to the Board.

Chair's Report – Kaivalya Dahale

No report at this time.

President's Report - Katyayini Thakur

Katyayini noted the nomination period for FSU Elections have concluded. Campaigning will begin in a virtual manner on Monday, March 8th, 2021 with voting scheduled from March 15th at 9:00 a.m. – March 17th at 2:00 p.m. on Fanshaweonline.ca.

Katyayini noted the new student-friendly scheduling system for students to book appointments with the Ombuds has launched as of February 12th, 2021.

As of February 22nd, the Student Wellness Centre and Gyms have re-opened, in a limited capacity with strict adherence to the health and safety guidelines set out by the Government and Fanshawe College. Katyayini noted that there is an online reservation system has been created and activity must be booked in advance. At this time, the Student Wellness Centre and Gyms are open for Residence Students, Blended Students and Varsity Athletes. Additionally, the Biz Booth and Gamesroom have re-opened.

Katyayini provided an update on events and activities and noted a speaker series on understanding black history and raising awareness on the importance of cultural awareness has been organized for Black History Month. A Lunar New Year Event has been planned on February 11th, 2021 which Katyayini provided a message to students in English and Mandarin and the Coordinators participated in the Lantern Ceremony.

Katyayini noted the Online Learning Experience Focus Groups were successfully conducted and the information is currently being processed. Katyayini noted the research will be presented with recommendations at the Student Experience Committee.

The ‘FSU Question of the Week’ Survey, collaboration between the FSU and Institutional Research, will be released on FSU Socials on a weekly basis. Katyayini explained the goal of this survey is to internally assess and improve our services and the first theme of the series will focus on Communication.

Board of Governors Report - Thomas Hutchison-Hounsell

The Board of Governors Meeting was held on Thursday, January 25th, 2021 which began with an Academic Update from the Deans. Thomas noted the Environmental scan was summarized and breakout rooms were utilized to discuss specific questions such as ‘What Key Opportunities Ought to be Pursued by the College?’. An update from the President was provided that highlighted the enrolment and success of the College’s pivot to virtual learning and the following monitoring reports were approved as presented; Student Success Monitoring Report, Staff Monitoring Report, Administrative Staff Monitoring Report and Risk Management Monitoring Report. Thomas noted the final reports of the Risk Management Task Force and the Student Success Task Force were presented and approved as well as the the Student Tuition and Ancillary Fees Proposal. Thomas stated the letter that was sent to the College from the Fanshawe Student Union that asked to reconsider the fee increase for the 2021-2022 academic year for International Students and Domestic Students given the circumstances was referenced during the Board of Governors Meeting. The next Board of Governors Meeting is scheduled on March 25th, 2021.

Director Reports

Cole Ayerst – Cole held a Class Representative Meeting on Wednesday, February 10th, 2021. No concerns were brought forward at the meeting; however, it was noted that students who sign up to be a Class Representative do not understand the role or responsibilities of the role, especially if the student is a new sign-up for the program. Cole provided a few solutions for this issue which included the creation of a video and the creation of a quiz related to the Class Representative document to complete the sign up.

Naznin Akter – Naznin held a Class Representative Meeting on Wednesday, February 24th, 2021. No concerns were brought forward at the meeting. Naznin noted a concern regarding students not having enough time to complete a midterm. It was encouraged for this student to reach out to the professor and/or program coordinator to address this concern/ask for more time.

A discussion was held regarding Class Representative Meetings. It was noted that Directors are responsible to send out meeting information and meeting instructions to the Class Representatives.

Suman Moira D'Sa – Suman held a Class Representative Meeting on February 23rd, 2021 and February 25th, 2021. Suman noted several concerns regarding the hotel quarantine for incoming international students and stated the request for Fanshawe to help with the accommodations and/or provide a discount as other Colleges/Universities are providing students. It was explained that students can complete studies 100% of their studies online outside of Canada and have this count towards a post-graduate work permit. Additionally, it was explained that these decisions are at the discretion of the individual College and at this time, Fanshawe College is doing the best they can, however, are not offering any additional discounts are being offered. Furthermore, it was stated that specific questions should be directed to the International Office.

Vishal Harikrishnan – Vishal held a Class Representative Meeting on February 24th, 2021. Vishal noted a concern regarding the fee structure regarding an online student vs. blended student and the experience that the student has received at Fanshawe College.

Vishal stated a concern regarding professors not being properly trained on Fanshaweonline as well as an inquiry regarding the proper way to address a professor. It was explained that FOL training is assigned and completed by all professors, however, if there are particular programs that this is occurring, the FSU can follow-up with the Program Coordinator and encourage additional FOL training. It was encouraged for students to ask the professor directly on how they would like students to address them as this will be an individual preference for each professor.

Kavya Kozhiparambil Pradeep Kumar – Kavya held a Class Representative Meeting on February 17, 2021. Kavya shared FSU events and reminded the Class Representatives about CCR and to reach out to the Advocacy and Communications Coordinator for an update for current hours obtained for CCR. Kavya noted several students CCR applications read 'pending' for Class Representative. It was explained that the student may not yet have enough hours and the application will be approved when the required number of hours is reached.

Kavya inquired if students can utilize Fanshawe College resources after gradating (eg. library, attend events, etc.). It was noted that FSU Resources can be accessed by full-time students (Members) and students are not active when they graduate. However, students can attend events virtually or as a guest of a current student.

A discussion was held regarding the COVID-19 vaccination regarding the education sector. It was stated no information is known at this time, however, when there is a government announcement/plan developed, it will be shared with students.

Stacyann Stanley – Stacyann held a Class Representative Meeting on February 19th, 2021. Stacyann noted that students would like to receive submitted assignments back to review errors. A discussion was held regarding this request and it was noted that students are encouraged to schedule a 1:1 meeting with the professor to review assignments, as needed. Additionally, it was stated that the issue of feedback has been an ongoing concern within online learning.

New Business:

- a. Class Representative Questions and Class Representatives – Initial Meeting – Due to timing, the Board decided to focus their efforts on the development of a template for the initial Class Representative Meeting, a resource for current and incoming Directors. A discussion was held, and the Board decided to create an end of the year questionnaire for Class Representatives to allow for feedback on the overall Class Representative System. The initial meeting template and the end of the year questionnaire will be presented at the next Board Meeting.

Action Item: Add ‘Class Representative Questions – Initial Meeting’ as a New Business Item for the next Board Meeting.

Action Item: Add ‘Class Representative End of Year Questionnaire’ as a New Business Item for the next Board Meeting.

- b. Class Representative Process Discussion – A discussion was held regarding the creation of a focus group, a sub-committee of the Board, to provide feedback and potential improvements to the communication process between the Board and the Membership (eg. Class Representatives). The Board was in support of the creation of the focus group.
- c. Operational Review – As per the directive of the previous Board of Directors, an Operational Review of the Fanshawe Student Union will be conducted in the upcoming months. A full report would be presented to the Board after the review is completed. A discussion was held regarding the timing of the operational review. It was explained that after consultation with Brown Consulting Group, the timing was deemed appropriate as the review would look at job descriptions, reporting structures, salary scales etc. that are still applicable in the current climate or under normal operations. The Board was in support of the Operational Review and there were no objections to move forward with Brown Consulting Group to complete the Operational Review.
- d. Student Impact Gala – The Student Impact Gala will be a virtual event held at the beginning of April to recognize student leaders. A formal evite will be sent to attendees and the event will be streamed through the FSU Social Media channels. The Board was reminded to submit any nominations for the Director of the Year Award and Class Representative of the Year Award prior to the deadline; March 2nd, 2021.

Next Meeting – Monday, March 22nd, 2021 at 2:00 p.m. via Zoom.

Adjournment

13.3 It was:

MOVED by Stacyann Stanley, SECONDED by Cole Ayerst and CARRIED to adjourn the meeting at 3:07 p.m.