

Minutes
Student Administrative Council (SAC)
Meeting # 1
Wednesday, June 15, 2022

Present: Ian Foss, General Manager and Acting Chair

Chetan Chauha - Director
Anila Mohan - Director
Dhruv (Drew) Pandya - Director
Abhaye Muraleedharan Sujala - Director
Rebecca Tamang - Director
Vatsal Tripathi - Director
Thomas Hutchison-Hounsell - Director

Brenda Sefeldas (Recording Secretary)

Observers: Ismail Aravai, FSU President

Regrets: Dhruv (Drew) Pandya - Director

The meeting was called to order at 9:19 a.m. Ian reminded the members that the Student Administrative Council (SAC) is a governing board not an operational board. Ian outlined briefly to the members the rules and etiquette of these meetings going forward.

Ian discussed the "Director Honoraria" document and outlined the financial and administrative obligations each member is responsible for. Members were encouraged to review the document on their own.

Note: Ian started the meeting as Chair.
Under "New Business" the members will elect a new SAC Chair and Secretary.

Approval of Agenda

1.1 It was:
MOVED by Vatsal Tripathi, SECONDED by Thomas Hutchison-Hounsell
and CARRIED to approve the agenda.

Approval of Minutes

1.2 It was:
MOVED by Thomas Hutchison-Hounsell, SECONDED by Abhaye
Muraleedharan Sujala and CARRIED to approve the Minutes of
Meeting # 3, April 11, 2022 Zoom meeting.

FSU President's Report – Ismail Aravai

Ismail presented the President's Report. Ismail will forward to the Directors details about the Rising Leaders Micro credential as requested. After a brief discussion it was suggested that Ismail extend an invitation for the Coordinators to attend the July 13th SAC Committee meeting to allow the members to meet them.

Thomas brought forth the suggestion that for future SAC meetings that we invite guest speakers to attend the meetings to introduce themselves and the roles that they play at Fanshawe.

Suggested guest speakers were:

Rose Padacz, from the Office of the Ombuds,
Joseph Pazzano, Director of Equity, Diversity and Inclusion,
Tom Davis, Board of Governors member,
Simon Trevarthen, Chief Innovation and Open Assets Officer
and
Michelle Beaudoin – Vice-President, Student Services

Thomas to follow-up with this idea and report back to the Board.

Ismail was asked if the dates have been confirmed for the Class Reps Orientation and Training. Ismail will connect with Tanya Daulat, Coordinator, Advocacy and Communications for this information.

Note: A pdf copy of Robert's Rules of Order will be emailed to the SAC members.

1.3 It was:

MOVED by Thomas Hutchison-Hounsell, SECONDED by Abhaye Muraleedharan Sujala and CARRIED to accept the President's Report, as presented.

A vote was held and the Motion was passed.

New Business Items

a. Nominations and election for Chair of the SAC

It was stated that a Chair and Secretary would need to be appointed from the Board of Directors. Ian explained the roles and the responsibilities of the Chair and Secretary to the members before the voting process began.

Thomas had put his name forward for Chair via email to Brenda, on May 30, 2022. Ian asked the members if they would like to add their name on the ballot for Chair or if they would like to nominate a fellow member. As no other members added their name to the ballot, Thomas' name stood alone. Thomas was asked to remove himself from the Boardroom, so that the members could cast their confidence votes. A vote of confidence was cast and Thomas was elected as Chair, of the SAC.

1.4 It was:

MOVED by Vatsal Tripathi, SECONDED by Anila Mohan and CARRIED to accept Thomas Hutchison-Hounsell as Chair of the SAC.

A vote was held and the Motion was passed.

b. Nominations and election for Secretary of the SAC

The members were asked to nominate themselves or nominate another member for the position. Two names were brought forward for the position of Secretary to the SAC; Chetan Singh Chauhan and Anila Mohan.

Chetan and Anila were asked to remove themselves from the Boardroom so that the members could cast their vote. The votes were cast. Anila Mohan won the election with four votes. Chetan received three votes. Anila was elected for Secretary to the SAC.

1.5 It was:

MOVED by Abhay Muraleedharan Sujala, SECONDED by Chetan Singh Chauhan and CARRIED to accept Anila Mohan as Secretary of the SAC.

A vote was held and the Motion was passed.

Tabled:

A discussion ensued regarding Robert's Rules. Ian and Thomas will meet and discuss the rule "Is a Chair allowed to vote in the case of a tie, and if the committee is less than 16 members." Ian will present the findings at the July 13, 2022 meeting.

c. Governance Committee Terms of Reference (TOR)
Ian reviewed the document with the members.

Finance Committee Terms of Reference (TOR)
Ian reviewed the document with the members.

Action Item Review:

Outstanding Motion – Governance of SAC - from the April 11, 2022 Meeting.

Motion: **THAT** the 2022 – 2023 Board ensure continuing discussions on:

- a. The eligibility of a candidate for Director and President,
And
- b. The eligibility of a 2nd term President,
And
- c. The Election Policy with respect to the understanding and expectations of the roles and responsibilities of candidates, prior to the election.

As further research is required for any bylaw and policy changes to ensure the FSU Board is enduring its due diligence and fiduciary duties.

1.6 It was:

MOVED by Rebecca Tamang, SECONDED by Chetan Singh Chauhan and CARRIED to accept the Outstanding Motion from the April 11, 2022, as presented.

A vote was held and the Motion was passed

General Manager's Report – Ian Foss

Ian presented his report to the Board and highlighted the following:

Ian started his new role as General Manager on April 25th
Price Waterhouse Cooper, the FSU's auditors, will begin the FSU's annual financial audit on July 4th.
Operating budget was approved in April 2022
A new chef has been hired – Michael Wong
Orientation week planning has begun
Innovation Village date of completion has moved to 2024
FSU will manage the first two floors, which will house a hair salon and variety store
Staff training set for July for Standard First Aid and CPR
In honour of Paul Masse, former General Manager, FSU, who recently retired after twenty-two years a bursary has been set up in his name.

It was agreed after a brief discussion that going forward the General Manager's report will be presented in power point, and all reports and related material will be pdf documents.

A discussion ensued regarding the hiring process. Concerns were raised as to why candidates are not contacted if they are not hired. It was explained that due to the sheer volume of applicants it is not feasible to expect an email. The general hiring practice includes the following statements:

“Only applicants who are selected for an interview will be notified” or “Thank you for application. If you are selected to continue to the interview process, our human resources department will be in contact with you.”

Tabled:

After a discussion which centered around sustainability at Fanshawe College. It was agreed that a Task Force will be assembled to research and create a Sustainability Policy. The Task Force will bring the policy to the Governance Committee who will be tasked with determining whether to create a standing Sustainability Committee to review and update the newly created Sustainability Policy.

1.7 It was:

MOVED by Vatsal Tripathi, SECONDED by Mohammad Areeb Shamsi and CARRIED to strike a Task Force to look into a Sustainability Committee and Fanshawe Student Union, as presented.

A vote was held and the Motion was passed.

Ian presented and reviewed the Finance Committee Terms of Reference for the members.

It was explained to the members that they must list their committee preference by numbers; for example: 1st choice, 2nd choice 3rd choice. You can only be on one committee. The Committees are:

Governance Committee
Finance Committee
Task Force (Sustainability Committee)

Note: Thomas began his role as Chair at 10:42 a.m.

Outstanding Motion Governance of SAC

A discussion ensued:

Ismail reported that under the Governance of SAC, the current FSU President is not allowed to run for a second term. Ismail stated that there are ongoing discussions regarding new and innovated ways for students to run for student leadership roles. The question was asked: If someone has been in a “past president” role in other organizations, and expressed interest in exploring the application of that format to the role of FSU President, is this fact taken into account? Ian will look into this as the role of President is a paid position.

Adjournment

1.8 It was:

MOVED by Rebecca Tamang, SECONDED by Anila Mohan and CARRIED to adjourn the meeting at 10:10 a.m.

Next meeting: 9:00 a.m. SC 2016
Wednesday, July 13, 2022
Continental Breakfast 8:30 a.m.