

**Minutes
Student Administrative Council (SAC)
Meeting # 4
September 16, 2022**

Present: Ian Foss, General Manager - Chair
Ismail Aravai, FSU President

Anila Mohan – Director/Secretary
Mohammad Areeb Shamsi - Director
Rebecca Tamang – Director
Abhaye Muraleedharan Sujala – Director

Greta Robertson (Recording Secretary)

Regrets: Vatsal Tripathi – Director
Chetan Chauhan – Director

Absent: Dhruv (Drew) Pandya – Director

The meeting was called to order at 9:09 a.m.

Ian changed the order of the agenda, as there is a lot of important business to address. The New Business was moved to go ahead of the reports. Ian also reported that he would be acting as Board Chair for this meeting.

Approval of Agenda

4.1 It was:

MOVED by Anila Mohan, SECONDED by Abhaye Muraleedharan Sujala and CARRIED to approve the revised agenda.

Approval of Minutes

Due to the lack of quorum in Meeting #3, the minutes from Meeting #2 were not approved.

4.2 It was:

MOVED by Anila Mohan, SECONDED by Rebecca Tamang and CARRIED to approve the minutes from Meeting #2 – July 16, 2022.

New Business

The following committees need to have meetings scheduled prior to the next Board meeting: governance committee, finance committee, and steering for sustainability committee. Times will be sent out for members to choose meeting times.

Thomas Hutchinson has submitted his resignation from his position on the Board.

4.3: It was:

MOVED by Anila Mohan, SECONDED by Mohammad Areeb Shamsi and CARRIED to accept Thomas' resignation from the SAC Board.

Ian reported that Dhruv (Drew) Pandya has now been absent from four (4) consecutive meetings. As per the by-laws, Drew is no longer eligible to be on the Board.

4.4 It was:

MOVED by Anila Mohan, SECONDED by Abhay Muraleedharan Sujala and CARRIED to remove Drew from the Board.

As a result of these two actions, the Board needs to be brought back up to the required number of eight (8) Directors. Currently, there are only six (6). There are two options available to fill the positions. Ian presented the options of a full election being held or an interview process can be conducted by a hiring committee. The hiring committee would consist of Ian, Ismail and two Board Directors. The open positions would be posted on our website and on social media. Rebecca inquired if there were two open positions, or actually three? Is Vatsal still eligible? Ian confirmed that Vatsal is a full-time student until the end of December. As of January 2023, Vatsal would not be eligible to be a Board Director and the Board would at that time continue with seven Board Directors as four months would not be enough time to effectively train a new board Director. Ian stated that the full election process is a lengthy one; it would take time and resources and results would not be available for at least two months. Choosing the interview route would be more efficient with the potential of new Board Directors to be chosen at the October Board meeting. Ian finished his review of the two options and asked the Board to decide which process they want to follow.

4.5 It was:

MOVED by Rebecca Tamang, SECONDED by Mohammad Areeb Shamsi, and CARRIED to approve the use of the interview process to gain new Board Directors.

Ian asked for two Board Directors to assist with the interview process and Rebecca and Mohammad both volunteered to be on a hiring committee. (A request was made to schedule meetings in the mornings.)

As Thomas has resigned from the Board and his resignation has been accepted, the Board Chair is now vacant and a new Board Chair needs to be elected. Ian reviewed the duties of the Board Chair as per the by-laws. The chair is to be leader, responsible for chairing the meetings and needs to be aware of what is happening in all the committee meetings. The Board Chair will have their own reporting method as well as be the deciding vote if there is a tie on any motions on the table. The Board Chair manages the meetings, making sure that the rules are being followed, that the meeting stays in order and does not go off track, especially if heated topics come to the table, and maintains the professionalism of the meetings.

Mohammad inquired about the committees, since all the current Board Directors are currently assigned to committees, would whoever become the Board Chair have to vacate their spot? Ian confirmed that yes, the new Board Directors would have to take over the positions on the committees as the Board Chair cannot sit on any of the sub-committees.

Ian asked for nominations from the Board for Board Chair. Mohammad Areeb Shamsi nominated himself for the position of Board Chair and Abhaye Muraleedharan Sujala nominated himself for the position of Board Chair. Ian asked Mohammad and Abhaye to give a short statement on why they are interested in being the Board Chair.

Mohammad stated that he has been present in all of the meetings so far and after researching the position and observing the previous Board Chair, he feels he can handle the responsibilities. Mohammad can bring to the table that all of the Board Directors represents students and all our voices are equal.

Abhaye stated that each of the Board Directors are all there to represent the students; it is a learning process, no one is perfect here, even though he doesn't have any experience, it is an opportunity as a learning process, to improve himself and help others. It is a learning process for him to improve himself and joining hands with others.

Ian asked Mohammad and Abhaye to leave the room for the Board members to conduct a vote.

Due to the absence of the other Board Directors, Ismail will act as a voting member for the purpose of the vote IF a deciding vote is needed.

4.6 It was:

MOVED by Anila Mohan, SECONDED by Rebecca Tamang and CARRIED to appoint Mohammad Areeb Shamsi as the Board Chair for the remainder of the 2022-2023 year.

Mohammad and Abhaye returned to the Boardroom. Ian thanked both of them for putting their names in for the position of Board Chair, acknowledged that it takes a lot of courage to do so, and congratulated Mohammad on being the new Board Chair for the SAC Board. Ian presented Mohammad with the choice of having Ian continue to chair the current meeting or Mohammad can take over. Mohammad chose to observe this meeting and allow Ian to continue to chair the meeting. Ian suggested a coffee or lunch meeting with Mohammad, Ismail and himself to go over the duties of the chair.

ACTION ITEM: Lunch meeting for Ian, Ismail and Mohammad to discuss Board Chair duties and responsibilities.

Regarding the guest speaker plan of the year: as discussed two meetings ago, it was important to the Board to bring some knowledge from the College to the Board. A plan should be put in place for guest speakers for each of the remaining Board meetings.

There have been loose conversations about what the Board would like to see, and now, in light of the new Board Chair, all the Directors can have a voice to say what is important to you to serve your members.

Some suggestions included:

- Ombuds
- Equity Diversion and Inclusion
- TD Group
- Athletics – varsity and beyond
- Dan Paterson or Ismael Viegas – to speak about hospitality

ACTION ITEM: Greta and Anila to arrange guest speakers for meetings.

Rebecca brought forward a concern raised about ISWEP and positions/jobs for international students. It seems that there is a lack of jobs for international students. Ian reported that he and Ismail are attending a meeting with Janice Lamoureux (Dean of Students) on Monday and this topic is on the agenda to discuss. Budgets are significantly different and it is important to understand why. Rebecca stated that she looked into it because of the bursaries, which are only given to domestic students. Ian said he would report back at the next Board meeting regarding the meeting with Janice. He also suggested that Rebecca take on the task of looking further into it and connect with Ian to work together on a path to move forward. Anila agreed to help Rebecca with this task. Even if it does not make any changes right away, it can make things better for students coming in. The work of the Board might not impact the current Directors, but you're setting it up for the future. It was mentioned that domestic students are allowed to work as many hours as they can, where international students are only allowed up to 20. Ian agreed that on campus jobs would benefit International students, but the 20-hour limit is a direct result of the VISA application system.

President's Report

Ismail presented the President's Report (it was noted that this President's Report includes the report made for the August 24th meeting as well as a new report for this meeting):

- On June 29th, EDI Director put together a meeting for Pride Parade. We took the responsibility of printing T-shirts. It was partly funded by the College.
- On July 14th, Ismail met other Ontario presidents during a bi-weekly meeting. Orientation activities and initiatives were discussed. Updates on recent developments happening in the Implementation Committee were also presented.
- On July 21st, Ismail joined the Implementation Committee virtual meeting. Two major decisions were made for the PAO (Provincial Advocacy Organization).
- On July 24th, Ismail and the Finance Coordinator joined London Pride Parade 2022 representing FSU. It was smoothly executed and an incredible thing to be part of. They distributed t-shirts, beachballs and candy. Colleagues and FSU all coming together to show support.

- Ismail was part of the recruitment panel for the Front Desk Coordinator and Administrative Coordinator. Both positions have been filled.
- Ismail joined the International student tuition campaign discussion as organized by the Conestoga Student Union.
- Ismail attended CSA Open Spaces, where he met Jason, Executive Director of the Canada Student Alliance and some other members and non-members.
- On August 2 & 3, Ismail attended the in-person Implementation Committee meeting in Kitchener.
- Ismail attended the Staff Appreciation Pizza party at Palasad SocialBowl.
- On August 9th, Ismail and the Student Life Coordinator went to Here for You: Summer Orientation Series to promote FSU services; around 130+ students came to that session.
- Recently the two positions of Student Life Coordinator - Area Campuses in Entertainment and Events & Activities Coordinator in Entertainment have been created and filled.
- The Exec team and events team met RA's at their training and introduced ourselves and talked about the role of the FSU Executive team.
- President's Welcome videos for all the campuses was created.
- On Aug 26th, Ismail met with the Western USC President. Both were open to ideas of collaboration. They discussed the potential of forming a formal/informal working group. Ian and Ismail are both trying to build those relations and connections in the community
- On Aug 31st, the Exec team and Ismail went to the President's breakfast.
- On Sep 1st, Ian invited Ismail to join him in greeting the Oasis staff on their orientation, we went there and welcomed them.
- Ian and Ismail went to Coach's meeting in the evening. Nathan introduced them to the coaches and Ismail gave a brief speech, introducing himself and his role.
- Ismail and the Exec team were invited to do an in-person International welcome. Ismail went to the sessions along with the Student Life Coordinator and the Advocacy and Communications Coordinator and talked about FSU services. The Finance Coordinator was not working but still dropped by to say hi to the new International students.
- On Sep 4th, Ismail was at the FSU front desk answering queries and greeting new residence students on their move-in day. The office was open from 11am – 3pm on Saturday and Sunday because new residence students were moving in.
- On Sept 5th, Ismail was invited to welcome all four residence houses throughout the day. On Labour Day, all the residence students met in D1060 and Ismail talked about FSU services. It was a mix of International and domestic students.
- On Sept 6th, the start of Orientation week, Ismail was at the downtown campus in the morning welcoming new students, and after that, he came back to the London campus where he did a President's Welcome and continued talking to new students about FSU services.
- On Sept 7th it was Carnival day. Ismail was outside talking to new students, encouraging them to sign up for class rep and managing the Red Squad volunteers.

- On Sept 8th, the Exec team went to the London South campus to talk to the new students and some events were held, including a welcome BBQ.
- Ismail was invited to the VIP Wing Eating Contest and participated in that.
- Ismail went to the Headphone disco along with the Finance Coordinator. Ismail stayed there until 11:30pm to volunteer to help with the card returns.
- On Sept 9th, Ismail was at the Residence Fair along with the Red Squad volunteers. Red Squad has been helping the FSU during orientation week.
- On Sept 12th, Ismail was invited by Troy (from EDI) to chat with her about some initiatives and where she wanted us to collaborate. Ismail invited the Exec team and Carol Balzer for their input.
- On Sept 13th, Ismail went to a virtual IC meeting and discussed about some way forward. These past four months, the IC have been meeting bi-weekly with all the Presidents on whether to go forward with CSA or start a new organization. Now we are at the stage where we sent a letter to the CSA for the meeting to discuss how they can work together.

Discussion about the IC: Ian explained to the Board the role of CSA and the concerns surrounding the current CSA model. There is a committee exploring the option of starting a new organization to help the student unions. A meeting has been requested with the CSA to discuss the concerns, what the Student Unions would like to see, and then based on that meeting a further plan will be made. Mohammad questioned if shaping a new organization would be worth the resources and time, perhaps it's like reinventing the wheel. Ian stated that right now the Student Union Presidents are doing all the work, and then the staff would step in. The Board would have to approve the direction that the FSU would take. Nothing happens without the Board's approval. Ian also confirmed that currently the FSU is not a member of CSA. Ismail will keep the Board informed of the progression of events with the IC.

- Ismail extended an invitation to the Board Directors to attend his "Townhall" that he is hoping to host once a month – a townhall setting, including Ian and available Board members, a time to allow for open conversation with students and for students to be able to connect with us directly. Ian suggested that Board Directors attend when possible as it is a great opportunity to meet the members.

Ismail continued his report by summarizing the work of the three Executive coordinators:

Finance Coordinator

- Along with planning for the initiatives for fall, the Finance Coordinator has been supporting the team throughout the summer, with class reps and red squad.
- On July 18, had an info session with the team about the Fanshawe Cares session.
- On July 19, together with the Advocacy and Communications Coordinator, as well as with Student Life Coordinator presented to the Class Reps at a meeting
- Supported the whole team throughout the week of orientation.
- Donations to-date: Cancer Research Society, Interval House: Safety and Support for Women, Kids Help Phone: Support and Counseling for Young People, Heart &

Stroke-Manulife Fight heart disease and stroke, Mission Services of London, Annual Thanksgiving Campaign and Canadian Red Cross. Donations range from \$25 - \$50, as decided by the Exec team.

Student Life Coordinator

- Successfully launched an online campaign for Self-Care Awareness from July 25-29.
- Opened Red Squad registration. There were 69 applicants as of August 5. 30 of the applicants were invited, and 27 were successfully trained in the first round. The second batch of registrations is open and will close next week.
- Supported the whole team throughout the week of orientation.

Events that have happened over the past months:

- Sex Toy Bingo
- Port Stanley Trip
- Bollywood night
- Orientation

Advocacy & Communications Coordinator

- Hosted a class rep monthly meeting in July.
- New Clubs: Anime Club, Fanshawe Dance Club, Fanshawe Photography Club, Helping Hands Club, Chess Club, etc.
- Attended several appeal meetings as a support for students.
- Successfully managed the new Red Squads throughout all the events in orientation.
- Have supported the whole team throughout the week of orientation.

Membership report

- Class Reps: 185 signups
- Clubs: 15
- Appeals: 12+

Ismail asked if there were any questions about his report. Rebecca inquired about the origin/beginning of the Bollywood event. She mentioned that she had an opportunity to work at South Campus and students are interested in having events that are for representative of different cultures. Greta commented that the Student Life Coordinator does hope to have some events for different cultures/nationalities.

4.7 It was:

MOTIONED by Anila Mohan, SECONDED by Abhay Muraleedharan Sujala and CARRIED to approve the President's report as presented.

General Manager Report

The General Manager reported that he has now completed five months in his role as

General Manager. He is taking a good comprehensive look at structure and portfolios, with a goal to make the FSU more efficient, lean, but still an impactful structure. The audit work has finished and PricewaterhouseCoopers (PwC) is finalizing their report, and financial reports are being drafted, and hopefully will be presented at the October meeting. The finance department of the FSU is currently under review, with a recommendation of change coming to the Board soon.

In the hospitality department, over 100 interviews have been completed and many new staff members hired, who completed an intense orientation process. The Board members are encouraged to try the food at the Oasis or the Outback Shack. A lot happening in hospitality, Booster Juice and Oasis both doing well, the Outback Shack is having a bit of a slower start. A new chef, Michael Wong, has started and is doing a fantastic job.

Orientation went off exceptionally well; messaging around the College is that it was the largest orientation ever, with more students participating than they've seen in previous years. The Used Book Store is not operating this year; a comprehensive study of the UBS will be conducted to see whether or not it's a service we continue.

The Sharing Shop: \$3000 was raised at the President's Breakfast. The Sharing Shop is for students who are in financial need; it provides gift cards, food, clothing, etc.

New carpets were installed in the upper level of the Student Centre and all floors professionally cleaned in advance of September start. A lot of cleaning and prep work was completed to get ready for September.

Patrick Nichol has been hired to represent the FSU as a coordinator in all of our satellite/area campuses. It was felt that there was a large gap in the presence of the FSU at area campuses and it is Patrick's job to fill those gaps. There is an FSU office at the downtown campus and there is a plan to rotate staff to work in that office (and possibly in all area campuses) so students can have access to the student president and staff.

Ian reported that he has been working with the HR Generalist to make some deliberate changes from an operational perspective, including items such as a remote work policy, an updated vacation policy, etc.

4.8 It was:

MOVED by Anila Mohan, SECONDED by Rebecca Tamang and
CARRIED to adjourn the meeting at 10:29am.

Next Meeting: Thursday, October 20, 2022 @ 9:00am.