

Minutes
Student Administrative Council (SAC)
Meeting # 6
November 22, 2022

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

Mohammad Areeb Shamsi – Chair
Anila Mohan – Director
Rebecca Tamang - Director
Angelica Gamarra – Incoming Director
Alexzander Thompson – Incoming Director
Theone Abalos – Incoming Director

Greta Robertson (Recording Secretary)

Absent: Chetan Chauhan – Director
Abhaye Sujala - Director

The meeting was called to order at 12:12pm.

Approval of Agenda

6.1 It was:
MOVED by Rebecca Tamang, SECONDED by Anila Mohan and
CARRIED to approve the agenda.

Approval of Minutes

Due to the lack of quorum in Meeting #5, the minutes from Meeting #4 were not approved at that meeting and still require approval.

6.2 It was:
MOVED by Anila Mohan, SECONDED by Rebecca Tamang and
CARRIED to approve the minutes from Meeting #4 – September 16, 2022.

Meeting #5 Recap

Meeting #5 on October 20, 2022 was unable to be held as quorum was not met. A reminder was issued about the importance of attending SAC Board meetings. It is a responsibility that should be taken seriously, as representatives of all Fanshawe students. Without Directors in attendance, the work of the SAC Board cannot continue. There are options available to make meetings happen, including virtual or hybrid, or outside business hours.

Interviews of Board Director applicants were conducted on October 20, 2022 by the

SAC Directors in attendance, along with Ian Foss and Ismail Aravai. As a result of these interviews, three students were selected to become Directors of the SAC Board.

Voting – New Directors

The three new Directors were asked to leave the room.

6.3 It was:

MOVED by Anila Mohan, SECONDED by Rebecca Tamang and CARRIED to accept Angelica Gamarra as a new Director of the Fanshawe Student Union.

6.4 It was:

MOVED by Rebecca Tamang, SECONDED by Anila Mohan and CARRIED to accept Theone Abalos as a new Director of the Fanshawe Student Union.

6.5 It was:

MOVED by Anila Mohan, SECONDED by Rebecca Tamang and CARRIED to accept Alexzander Thompson as a new Director of the Fanshawe Student Union.

The new directors welcomed back in to the room and officially welcomed to the SAC Board.

Director Status

As per the by-laws of the Fanshawe Student Union, a Director who is absent from two or more consecutive meetings is not longer eligible to be on the Board. Chetan Chauhan has not been in attendance for the previous two meetings.

6.6 It was:

MOVED by Theone Abalos, SECONDED by Alexzander Thompson and CARRIED to remove Chetan Chauhan from the Board.

Abhaye Sujala has also missed two consecutive meetings and is also in breach of the FSU by-laws.

6.7 It was:

MOVED by Theone Abalos, SECONDED by Alexzander Thompson and CARRIED to remove Abhaye Sujala from the Board.

Discussion ensued about the number of Directors needed to have a properly functioning Board. It was decided that it was in the best interest of the Board to fill both vacant Board positions and this would be done as soon as possible.

Reports

a) President's Report:

Ismail presented the President's Report, as follows:

On September 27, the President was invited by the CEO of the London Chamber of Commerce to attend the Business Achievement Awards. Ismail had an opportunity to meet different business people and sat with the team from Western USC.

Ismail attended the 2022 Distinguished Alumni Awards ceremony and was able to meet the Awards winners.

Ismail attended a virtual meeting (along with the General Manager and the Assistant General Manager) with the Associate dean and program manager of the Huron and Bruce Campus. They have 50 Fanshawe students and 4 classrooms. They have asked for FSU's presence on that campus. The FSU will send some FSU swag to their campus and arranging a free breakfast through the SLC of area campuses. They also mentioned the need for furniture in student space which was mentioned should be coming from the Student Improvement fee. That has been brought forward to the College and necessary steps are being taken to address that.

On October 12, Ismail went to the municipal Candidates Forum and met the mayoral candidates and questions regarding students was asked.

Ismail went to the International Advisory Committee meeting and raised concerns regarding transparency related to international student fees. It was suggested to create a subcommittee to discuss this feedback. The Dean of Student Services will assist in putting the committee together.

On October 14, the FSU team was consulted by the Consultant who is reviewing the Counselling department. Student feedback was brought forward regarding having it in a more accessible location as it is currently on the second floor and near construction which makes it harder for students to find.

On October 19, the London Police Service invited Ismail for consultation for their strategic plan. MPPs and Councillors were in the meeting as well.

Fanshawe College hosted the (Ontario Colleges Athletic Association) OCAA Women's Softball Championship. Ismail was invited to the Banquet to welcome all the team to Fanshawe and greet them on behalf of FSU.

On October 21 Ismail attended media training along with Associate Deans from business school. It was a great session to understand how to address media.

The FSU was part of the Fall Festival. The Esports and Events team were also in attendance, talking to students. The FSU Exec team was also invited to pick a winner for pumpkin carving in Fall Festival.

On October 26, Ismail attended a College Council meeting and presented the FSU update. A lot of people from the College in the meeting appreciated the FSU is doing. Also, voting happened for Academic Calendar 2023-24 and 2024-25. Ismail raised the concern that we hear about students asking for a week holiday as reading week in the fall instead of a two-day holiday. The registrar presented a compelling answer about if they make it a week then it will affect the next terms and delay the exam days. She also mentioned a lot of systems are tied to the current format of the academic calendar. They are going to shift to another platform in the future where they will explore the option to integrate having a full week holiday for students in the fall.

Ismail met with the VP of Student Services along with the Finance Coordinator. We talked about what we were hearing from London South students as well we talked about how we can integrate domestic and international students.

Ismail attended an Implementation Committee virtual meeting. We went over things like staffing models, Incorporation plans and subcommittees. We are planning to divide and conquer and each of us joined the subcommittees we were interested in. All the committees would have IC student leaders and GMs to help support our work. I joined the Hiring committee and Marketing & Communications Committee. In terms of the staffing model, we are going with three staff consisting of ED, Communications & Operations Coordinator and Research policy analyst.

In the Student Experience Committee, there is a plan to have a student panel to talk about integrating both the domestic and international populations behind the scenes, scheduled for January 2023.

On October 29, the Exec team was here from 9:30am to 2:00pm for the Fanshawe College Open House. The Exec team opened the FSU Office and were able to meet with prospective students.

EDI invited us to EDI Talks video series on Canadian multiculturalism.

A Townhall was held and the Board Chair and Exec team attended. Ismail presented FSU work to the members in attendance and listened to their feedback. Ismail noted that there will be one or two more Town Hall events in the next term and invited all the Directors to attend.

FSU and Library team were given a tour of Innovation Village. It was a great opportunity to go inside the building and see where the construction is at.

On November 5, Ismail attended the Ignite event. There was a really good number of students in attendance and Ismail was able to bring greetings from the FSU.

On November 7, the FSU Fuel Station was officially opened.

On November 8 and 9, Ismail attended the graduation ceremonies at Budweiser Gardens. There were three ceremonies and 3000+ students graduated.

Ismail went to the Remembrance Day ceremony and had the honour to read the Act of Remembrance.

Paula Perez, the Student Life Coordinator, officially took her maternity leave this month. It was decided not to hire someone new as the term is going to end in April 2023. Her portfolio would be handled by the Finance Coordinator and the President.

Finance Coordinator

Ismail reported that over the past couple months, Francisco has been helping students with accessing the SLEF (Student Life Educational Fund) and scholarship enquiries.

Francisco ran a Money Couch contest from October 4 – 6 and has hosted Money Talk events. One event was on October 12 with Karen Martinez as the guest speaker and on November 15 another event in collaboration with the Leap Junction and Career Services.

The FSU sponsored the Fanshawe College team competing at the Ontario College Marketing Competition Team (OCMC) which will be held at the Sheraton Centre Toronto, hosted by Seneca College on December 1 and 2, 2022.

Student Life Coordinator

Ismail reported that prior to commencing maternity leave, the Student Life Coordinator has been planning events with the events team and managing the Red Squad volunteer group.

Advocacy & Communications Coordinator

Ismail reported that the Advocacy & Communications Coordinator has been working on the class rep program, with training sessions, meet & greet events, and monthly meetings.

Two Clubs Days were held in the fall semester and three Donut Cheat events were held. The Donut Cheat initiative helps spread awareness about academic integrity. Hundreds of donuts were handed out as well as donut stress balls. It's a fun way to bring awareness of academic integrity to the students.

Currently there are approximately 120 class reps and 20 clubs.

Ismail asked if there were any questions about his report.

- 1) How many classes are there that could have class representatives? Ian answered that at the height of the program, there were approximately 1200 class reps. Coming out of the covid pandemic, there is a lot of work to be done to get the program back to where it is. The class rep is an important link between classes/students and the executive/leadership. It is a great

program to help promote our events and services, a way to communicate with all the members. It was asked if there was a plan in motion to increase the number of class reps. Ismail answered that yes, it is being worked on; he has a meeting with the School of IT and will be mentioning it there as well working to boost promotions. Angelica suggested that the FSU attends orientation sessions as a way to reach out to students about the class rep program. Theone suggested more promotion on social media about the program, as well as incorporating class reps into events.

- 2) Alexzander added a comment about the fall reading week and how it related to his program. In his program it didn't feel like they even had a reading week as the reading week days fell into days that he didn't have any scheduled classes. It is a stressful time with midterms and a proper reading week would be beneficial. It was assured that the FSU has been advocating for a full week reading week in the fall term and will continue to do so. Ismail repeated how this would impact exam days and the following terms, and some discussion ensued about the timing of classes and schedules.
- 3) Angelica asked about the meetings that Ismail attends as FSU president and if they are pre-approved, is there a specific calendar the President follows? Ian answered that Ismail is the face of the FSU, and attends a lot of meetings in that role, and also receives many meeting requests. The job of the Board and the staff is to help navigate his priorities. The goal of the President's report is so the Board can see what representation of the students is giving to the outside, and if the Board feels that something is missing, or if there is a gap, or if there is a specific area the President should be more involved. The Board can look at the President's report(s) and ask if the work he is doing fits in with the mission of the FSU. There's never a bad question or a bad conversation but think: mission and vision driven, and strategic driven.

b) General Manager's Report:

Ian reported that he has now completed six months in his role as General Manager. He was able to tour Innovation Village with the President. Ian reported that the audit work has been completed and PWC is finalizing a report to present to the Board in the new year. The finance department is currently under review and a recommendation will be coming to the Board in the new year. Hiring for all areas of the Hospitality department is completed with over 100 students hired. The Out Back Shack has had very successful pub nights. The pandemic hit the restaurant industry the hardest and the OBS is trying to bounce back. Looking to the future, a construction project cannot be started while Innovation Village is being built but conversations have been had with the Master Plan consultant about possibilities to re-do that whole section. The new chef has streamlined operations and introduced several new efficiencies. He's very progressive and very excited to be here. Also listening to the President in terms of food choices, trying to reach all students, starting with Shawarma Wednesdays, to see how it goes.

The new Esports room is open and gaming has begun. It is great to have a dedicated space, it's small but it's better than setting up and taking down every

time.

Winter Orientation planning is underway, including a skating rink. The Fall Fair and the fall Open House were both successful events.

Ian reported that he is reviewing the deferred maintenance plan for the next five fiscal years, along with the Assistant General Manager. It is getting to the point that some capital upgrades are necessary.

A new satellite coordinator has been hired to represent the FSU at regional campuses. Patrick Nichol goes to all the sites and brings the FSU and the events that we provide. It's been well-received. He's also been able to see things at the other campuses that need improvement. Angelica asked if we offer car rides or shuttles for events? Ian responded that insurance for a shuttle operation is very expensive and has been declined due to the cost and risk. Rebecca commented that she speaks to Patrick and he has a lot of great ideas.

Ian reported that he along with the HR Specialist have completed work on key policies such as remote work policy, vacation policy, electronic monitoring and performance management.

6.8 It was:

MOVED by Rebecca Tamang, SECONDED by Anila Mohan and CARRIED to accept the President's Report and General Manager's report as presented.

New Business

a) Committee Members & Work Plan:

Sustainability – a task force but not a committee. The task force would do the work and report to the Board if it is worth it to create a sub-committee. For sustainability, it was decided to see if there is enough work to ensure that sustainability is a constant committee of the board. If you were on the task force, you would reach out to all sustainability aspects, internal or external, get all the information in a timeline directed by Mohammad Areeb, make a recommendation by a certain date and then the task force would present to the Board, and make a recommendation to the Board, one way or the other. As a task force, you have to look at all the angles to see if it makes sense. Angelica inquired about sustainability being more of an operational thing, not a directive of the Board. Ian responded that it was both – it is an operational thing but the Board oversees the operations. Discussion ensued about sustainability and what it means, even beyond environmental impacts. It was noted that volunteers can be asked to help with the task force or sub-committees.

The committees/task force members will be as follows:

Sustainability Task Force: Angelica Gamarra, Mohammad Areeb Shamsi

Finance Committee: Alexzander Thompson, Rebecca Tamang

Governance Committee: Theone Abalos, Anila Mohan

Ian & Ismail can sit on all three committees, as support, but not as workers.

The work plan still has to be created and should start as soon as possible since there is only a little time left.

b) Implementation Committee:

Ismail presented to the Board the information regarding the Implementation Committee, which is a group of student president's who are launching an advocacy group at the provincial level. Using policy & research the group will research student issues and find ways to change in policies and advocate to the provincial government. For example, issues related to housing – the group could create a campaign and work behind the scenes to help students with housing and other important issues. There are currently nine student president's working on this over the last six months, some meetings in person, some meetings have been virtual. It was determined that a research-driven committee/group, led by students, a place to connect and who's values should be similar to what students want. A new organization has been formed, where every student of participating SA's would pay a membership fee of \$6.00 per year. At this time, the IC needs some additional funds to continue to function; Ismail is requesting the FSU give \$15,000 to the IC.

After a lengthy discussion about advocacy, fees, and financial implications, it was decided to have a special meeting in two weeks' time to vote on Ismail's request. Ismail will send the financial report from the IC and all other information to all the Board members so that all Board members can review the information, ask questions and make an informed decision.

Next Meeting: To be determined upon receipt of Winter 2023 class schedules.

Holiday Lunch – Confirmed for Tuesday, December 6, 2022 @ 12:00pm at Chef's Table.

Adjournment:

6.9 It was:

MOVED by Rebecca Tamang, SECONDED by Alexzander Thompson and CARRIED to adjourn the meeting at 2:21pm.