

Minutes

Student Administrative Council (SAC)

Meeting #5

September 26, 2023

SC 2016

Present: John Riddell, Executive Director
Stephin Sathya, FSU President
Krystina Chase – Director, Secretary
Shade Dias – Director, Chair
Jitendra Singh Rathore – Director
Janki Hiteshkumar Gosai – Director
Tyler Harcourt – Board of Governor Student Rep

Greta Robertson (Recording Secretary)

Absent: Ritchie Regidor – Director

The meeting was called to order at 1:02pm.

Approval of Agenda – Meeting #5

5.1 It was:

MOVED by Krystina Chase, SECONDED by Jitendra Singh Rathore and
CARRIED to approve the Agenda for Meeting #5.

Declaration of Conflicts of Interest

John Riddell explained that in future meetings this item will be moved ahead of the Approval of Agenda to allow for all conflicts to be stated prior to approving the agenda. John explained as a Director the priority is to act in the best interest of the company. If there is anything on the agenda that could potentially benefit a Director personally in any way, the Director is expected to recuse yourself, not cast a vote, and possibly even step out of the room.

No declarations of conflict of interest were stated.

Opening Remarks

Shade welcomed everyone to the meeting, thanked them for being in attendance, acknowledged that September has been a rush but hoping to continue this journey strong, especially with the future addition of new Directors.

Mission Moment

John Riddell explained the concept of a “mission moment” to the Board of Directors as a brief capture of a story or highlight or interaction that speaks to the FSU mission. It is an example of a way that the FSU has served students since the last meeting. Generally, the mission moment will come from FSU staff or Executive.

John shared a short story where he personally witnessed a staff member take the time to help a family (parent + child) during the business of Orientation Day, in the midst of all the activity, making sure that this family felt welcomed and provided the assistance they required.

Approval of Meeting Minutes – Meeting #3

5.2 It was:

MOVED by Krystina Chase, SECONDED by Jitendra Singh Rathore and CARRIED to approve the meeting minutes from Meeting #3.

Approval of Meeting Minutes – Meeting #4

5.3 It was:

MOVED by Krystina Chase, SECONDED by Jitendra Singh Rathore and CARRIED to approve the meeting minutes from Meeting #4.

President’s Report

Stephin Sathya presented the President’s Report.

A class representative letter was sent to program coordinators at Fanshawe College on behalf of the Advocacy & Communications Coordinator to ensure that all the schools of Fanshawe are aware of the current class rep system. It was received well, with a good response from coordinators and professors so far.

Stephin reported about the housing crisis, which is a problem that has been happening for a long time but is now rising to the surface. Stephin was a part of a meeting with Minister Sean Fraser where Stephin and others were able to inform him of problems students are currently facing. It is important now to develop a formal stance on student housing and what exactly we are asking for. The Housing Mediator is currently conducting a survey to see where help is needed, and Stephin is working to create an information session for students.

Stephin also reported on the food insecurity happening amount students. At the Alumni Board meeting that Stephin attended the Alumni Board agreed to focus their fundraising efforts on the Sharing Shop.

A question was raised about Ontario Student Voices (OSV) and if the FSU is still in contact with them. It was explained that the FSU is not formally a part of the organization, but housing is one of the focuses of OSV. There is an option to become an observer of OSV, but all costs of travel to meetings, accommodations, etc. would be the responsibility of the FSU.

Tyler Harcourt asked if there were any points that he could bring to the Board of Governors regarding the housing crisis. Stephin responded that housing is very important to international students, specifically affordable housing. Budget-wise, housing like Kestrel Court is more budget friendly than traditional apartment-style housing.

5.4 It was:

MOVED by Krystina Chase, SECONDED by Jitendra Singh Rathore and CARRIED to accept the President's Report, as presented.

Executive Director's Report

John Riddell presented the Executive Director's Report.

John reported that Innovation Village development continues. There are still discussions in progress regarding the timeline, but there will be soft-open events, aimed at donors and supporters, in mid-December. Currently, it is looking like a full opening start in February 2024. There will be a celebratory opening for students as well.

John reported that the financial audit of 2022-2023 is delayed but almost complete. The best outcome is to have the audited financial statements to the Board within six months of fiscal year end, which would be end of October. The auditors will present a statement to a Board meeting for approval. In the future, the draft audit would go to the Finance Committee first, but due to timing constraints this year it will come directly to the Board.

5.5 It was:

MOVED by Krystina Chase, SECONDED by Jitendra Singh Rathore and CARRIED to accept the Executive Director's Report, as presented.

Membership Report

Stephin Sathya presented the Membership Report.

There are currently 250 students who have expressed interest and signed up for the Class Representative Program with 58 of them trained thus far. Several orientations have been scheduled throughout September/October to train these students as well as meetings and a meet and greet event. Further promotion for the program has been completed including 'Class Rep Testimonial Videos', 'Roadmap Artwork' and 'Class Rep Flyers' to encourage participants to join the program.

There are currently 10 Clubs that are active (5 Clubs pending ratification) within the Fall Semester with several clubs starting to hold events throughout the Fall Semester for students to attend. All Clubs are listed on the FSU Website (fsu.ca/clubs). Clubs Day has been scheduled on October 17th in the Student Centre with the plan to hold Clubs Day and/or a Clubs information table at the other London Campuses within the Fall Semester.

The Red Squad Volunteer Team has 22 volunteers for the Fall Semester. Applications for the Red Squad opened September 10th – September 13th with 257 new applications received to join the team. Applications were reviewed and group interviews were conducted. Orientation(s) will be held next week to train the new volunteers for the Red Squad. Volunteer monthly meetings as well as Volunteer of the Month have been scheduled/will continue in the Fall Semester.

Fall Events and initiatives planned by the FSU Executive Team are being held/executed throughout the semester. Some initiatives that are planned include but are not limited to Donut

Cheat and Academic Intergri-Tea (all London Campuses), Mindful Mondays, MOverner and Financial Literacy Month.

Upcoming presentations to the Membership:

Fall Fest and IGNITE Conference

Ways the FSU connects to the Membership/Membership connects with the FSU:

FSU Social Media (Instagram, Facebook, Twitter, Snap Chat, Tik Tok) @fanshawesu

Countless videos and TikToks, events, etc.

Chat with Us – Live Chat

Upcoming FSU Events for Members – Deal or No Deal (Downtown Campus), FSU Movies – Downtown Campus, Comedy Show, Financial Lunch and Learn, Barbie Dance Party, Family Feud (South Campus) and many more. Get Connected and Subscribe to our Events Calendar (fsu.ca/events)

5.6 It was:

MOVED by Krystina Chase, SECONDED by Jitendra Singh Rathore and CARRIED to accept the Membership Report, as presented.

Board of Governors Student Representative Report

Tyler Harcourt presented the BOG Student Representative Report, which included a summary of the Board of Governors meeting held on September 21, 2023. The following items were highlighted:

- tour of Innovation Village
- new program approved: Guest Relations Management – Concierge Specialist
- committee reports received (Board Process Committee, Audit Committee, External Governor Appointment Committee)
- approval of Financial Planning Monitoring Report
- Annual Alumni Report presented by Tim Wharton
- Sexual Violence and Sexual Assault Report was well received. This report was provided by Leah Marshall and included a summary of all the work being done to reduce incidents and support survivors of violence. Leah was supported by Heartly who is a new member of the Counselling and Accessibility team
- The Risk Update that came out of the May Workshop discussions was approved.
- The President provided an updated on the activities of the College highlighting:
 - Challenges such as geopolitical, housing, rapid technological advancements, climate, international student growth, accessibility, and EDI
 - Academic Services, including the Green Vehicle Technology program, to be launched in Fall 2024
 - Work being done in Student Services, Corporate Strategy and Business Development, Finance & Administration and HR
 - The many events and activities planned for the Fall
- Two governors up for their second three-year term appointments were confirmed.
- The next Board of Governors meeting will be held on Thursday, November 30th.

Tyler also reported that there is a Higher Education Summer in Toronto on November 25-27, 2023, something that could be of interest to Board Directors.

Shade Dias passed the Chair to Stephin Sathya.

5.7 It was:

MOVED by Jitendra Singh Rathore, SECONDED by Shade Dias and CARRIED to accept the Board of Governor's Student Representative Report, as presented.

New Business

a. Board Committees & Work Plan

John Riddell explained to the Board that with enough advance notice of all meeting dates & times, Directors will be able to identify conflicts that can't be avoided. It is the hope to be able to achieve quorum for all meetings and continue the business of the Fanshawe Student Union. The focus of the first meeting for all Committees would be to review the Terms of Reference and a proposed schedule of topics. The Finance Committee will cover topics like budget, policy, and financial oversight. There are standing reports that come to the Board attention which are being refined to be timely and user-friendly. The Governance Committee has some policy work to complete, as well as looking at creating additional policies and formal documents. The heavy lifting of draft policy will be at the staff level, but then brought to the Governance Committee for review prior to coming to the Board for approval.

A Board Retreat is scheduled for Saturday, November 18, 2023. This will be a working retreat with Board activities.

b. By-Election Update

John Riddell noted that it is not really a by-election, it is a selection process to fill Board vacancies. Nomination packages are due Friday, September 29 @ 12:00pm and will be reviewed by the CRO, Noah Atlin.

c. Contact Information – Update

John Riddell noted that currently FanshaweOnline (FOL) email is the current means of communication, and it would be ideal to continue do so, as it is the best means of communication in terms of a way that is common and standard in the business world. However, there has been some long delays in replies and is there a better way to communicate in a timely manner?

After some discussion, it was determined that a Microsoft Teams site/group would be best.

(Tyler cautioned that students on a study break may lose access to Microsoft Teams.)

ACTION ITEM: Create a Microsoft Teams site for the Board and FSU.

Next Meeting

The next meeting is scheduled for Tuesday, October 17, 2023 @ 1:00pm.

Adjournment

5.8 It was:

MOVED by Jitendra Singh Rathore, SECONDED by Shade Dias and CARRIED to adjourn the meeting at 2:18pm.