

## Student Administrative Council

### Meeting #3

Thursday, November 21, 2013

### MINUTES

#### Present

Ola Akinsara  
Jessica Brook  
Alan Bushell  
Sabrina Dent  
Allayna Eizenga  
Tanner Fisher  
Adam Gourlay  
Keir Jack  
Chris Lethbridge – came at 7:45 p.m  
Taylor Lodge  
Kirsten McKay  
Allie Neeb  
Anthony Sawyers  
Matt Stewart

#### Regrets

Princewill Onyia

#### Observers

Paul Massé  
John b. Young

The meeting was called to order at 6:05 p.m. with Adam Gourlay as chairperson and Emma Zekveld as secretary.

#### Approval of Agenda

3.1 It was:

MOVED by Jessica Brook, SECONDED by Matt Stewart and CARRIED to approve the agenda.

#### Approval of Minutes

3.2 It was:

MOVED By Matt Stewart SECONDED by Sabrina Dent and CARRIED to approve the minutes from Meeting #2.

#### Mobile App Discussion

Suzanne Johnson and Kathie Day presented the different College app options to the Board. Ideas to be sent to Emma before December 3<sup>rd</sup>.

#### Action Item Review

John b. looked into the inquiry about the Princess Auto computer labs. John b. noted that students outside of the Transportation Technology programs are unable to use the computers because they have specific software meant for certain programs. John b. believes that a more plausible solution is to install more computers in the other available computer lab. John b. hopes

to have the College put up a sign telling students to inform the College when a computer is out of service.

**Action Item:** John b. to request the College to put up a sign telling students to inform the College when a computer is out of service.

John b. has asked the College if there is a wheelchair pump on campus. He has not heard back from the College yet. John b. has purchased a wheelchair pump.

#### Presidents Report – Adam Gourlay

Adam sat in on three Brand Workshops, which are meant to develop the College's brand and marketing direction in the future.

The College is currently developing a fairness course. This does not exist anywhere else, so it is great that Fanshawe is becoming a leader in this development.

A diabetic student recently had an issue because he forgot his insulin and Fowler-Kennedy did not have any. The student was forced to go to Victoria Hospital to get insulin, and he was informed at the hospital that Fowler Kennedy should have emergency doses.

**Action Item:** Adam to speak with Fowler Kennedy about whether or not they can provide insulin shots for emergency situations.

#### VP Internal – Ola Akinsara

Ola had her first meeting with her Awareness Week Team and approximately ten people attended. The team brainstormed about ideas for Mental Health and Wellness Awareness Week and decided to focus on one major area per day. They hope to focus on body image, mental disorders, stress management and "how to keep sane". Ola is currently working on a Mental Health Awareness Week outline.

#### VP Finance – Jessica Brook

Jessica noted that her Financial Marketing Team is beginning to lose it's drive and she is trying to get them more energized for their work.

Ursula Walker, support staff from the School of Language and Liberal Studies, contacted Jessica about the "Six Week to Santa Slimdown Challenge." There are currently twenty-five people competing in the challenge. Ursula asked if the FSU could donate a gift certificate for the prize. The Board agreed that this would be fine.

3.3 It was:

MOVED By Jessica Brook SECONDED by Taylor Lodge and CARRIED to approve the donation of a \$20.00 OBS/Oasis gift certificate to the Six Week to Santa Slimdown Challenge.

#### VP Athletics and Residence Life – Chris Lethbridge

Chris reported that the last Residence Games went well, with two Residences attending.

Chris noted that the Ball Hockey Tournament is coming up shortly and Athletics will be hosting a skills competition.

The Semi-Formal theme will be Winter Wonderland and ticket sales will begin shortly. The Semi-Formal will be held on Saturday, February 8<sup>th</sup>, 2014 in the Oasis.

Chris is starting to plan Relay for Life.

#### VP Entertainment – Allie Neeb

Allie reported that the Winter Calendar theme is Winter is Coming.

The Movember promotions have been going well. The Movember Breakfast was held this morning in the Oasis and seventy-eight breakfasts were sold. The Movember Pub is next Thursday in the OBS.

Allie reviewed this week and next week's upcoming events.

#### VP External and Academic Affairs – Matt Stewart

Matt has attended the Health Sciences and Nursing and Building Technology and Applied Sciences Class Rep Meetings. Matt noted that the meetings were very productive. Matt used the meetings to discuss the incentives for the class rep. More class reps are continually signing up, however he is still looking for class reps for Tourism and Hospitality and a SAC rep for Transportation Technology.

#### Information Technology – Alan Bushell

Alan reported that the first School of IT Class Representative Meeting went well, with seventeen people in attendance.

Several concerns were brought to Alan's attention. Some of the Information Security Management (ISM) students have been reporting issues with the LockDown browser. When the browser crashes the professors are not adding time to the exams which results in some of the students having less time to write the tests.

**Action Item:** Alan to speak with the ISM program coordinator about the issues with the LockDown browser.

Law Clerk students are reporting that they have some online classes, which were not listed as online only in the course outline.

**Action Item:** Alan to get more details from the Law Clerk student about their issues.

Alan reported that there have been many concerns with the WRIT courses lowering GPAs which gives exempt students an unfair advantage. Students believe that the marking scheme does not seem consistent from professor to professor, which is leading to different average class scores. It was suggested to Alan that since it is not a part of the core curriculum, WRIT could just be a pass/fail on transcripts and not just the exempt students. The Board discussed this matter. John b. noted that the College will not negotiate on WRIT courses.

Alan had a complaint about high noise levels outside class rooms during exams, which can be distracting.

Internet Applications and Web Development students are interested in having a co-op option. Alan noted that similar programs at Fanshawe have this option.

**Action Item:** Alan to speak to the IAWD program coordaintor about the possibility of getting a co-op for the program.

Many students were stating that The Out Back Shack should have wing nights. John b. said that this can be looked into.

**Action Item:** John b. to speak to Ismael about getting a wing night at the OBS.

There have been complaints about The Out Back Shack cutting chicken breasts in half and not mentioning that it's a half breast in their chicken breast sandwiches. John b. noted that this is based on weight and portions.

Alan has had complaints about Oasis staff needing retraining on sanitation. Issues include not washing hands or changing gloves after handling brooms or money. The person who runs the toaster also is the person who hands out receipts.

**Action Item:** John b. to pass the concerns about Oasis sanitation on to Ismael.

Other complaints that Alan received included the washrooms in G and R buildings need to be cleaned more often, many of the G1012 Ethernet ports are not working and garbage's in G building classrooms are often overfilled.

**Action Item:** John b. to speak to facilities about the concerns regarding G and R Buildings.

Alan also heard of several concerns regarding financials. Law Clerk students want to know why they do not get refunded the optional co-op fees if the school and the student fail to find a co-op. ISM international students wanted to know why the price of the course was changed. The students who paid in advance are getting a new invoice with a price increase. International students want more on campus work opportunities. Ola noted that there are opportunities to volunteer on and off campus.

**Action Item:** Alan to suggest to Law Clerk and ISM students to speak with their program coordinators

about their issues with the program fees.

Law Clerk students are interested in organizing a pub night. Allie suggested that they speak to Tim Fraser about this. IT students want to organize an on campus soccer game in the spring.

**Action Item:** Alan to pass on Tim Fraser's contact information to the Law Clerk students who are interested in hosting a pub night.

**Action Item:** Alan and Chris to speak about organizing an on campus soccer game for IT students.

#### Health Sciences and Nursing – Sabrina Dent

Sabrina has had her first Health Sciences and Nursing Class Rep Meeting.

Students asked if a Health Sciences career day/fair could be held. Laura Robson has discussed this with LIHSA.

There have been issues with students struggling in the anatomy courses.

Some students feel like the Oasis coffee is no longer at the same quality it was before. Students also requested that the Oasis have a whole wheat pasta option.

**Action Item:** John b. to speak to Ismael about the concerns about coffee quality and lack of whole wheat pasta.

Several concerns were brought to Sabrina's attention. Students requested more chairs and tables for room Z2003. Sabrina also had a request to move the smoking area and cleaning up the cigarette butts more often. A student was concerned because parking prices have gone up, but the number of out of town students have increased. A student came to Sabrina about having to go to Residence to use the washroom because the accessibility washrooms do not have the accessibility buttons.

**Action Item:** John b. speak to facilities about the possibility of getting more tables and chairs for Z2003.

**Action Item:** John b. to bring up the lack of accessibility buttons for washrooms to facilities.

#### Language and Liberal Studies – Allayna Eizenga

Allayna has started a Facebook group which has made communicating with class representatives easier.

Several concerns have been brought up to Allayna. A number of students are having problems logging on to the wi-fi. Emma suggested that these students make the Fanshawe Students network their home or work network to see if that will help with getting booted off the wi-fi.

Several class reps have complained about the format of FOL.

Students are having problems with the parking machines being extremely inefficient. A few incidents have been brought to Allayna's attention such as; having parking lines backed up because of faulty machines and students putting money in the machines only to have it lost because the machine does not register.

There have been issues with the coffee line in front of the Tim Horton's in D Building. Class reps noted there are alternate locations for Tim Horton's and other coffee shops around the school. Some class reps suggested creating a "Coffee Map" to be placed inside of the student agenda.

Allayna has noticed that there is a concern for lack of unity and identity within the School of Language and Liberal Studies. There was general agreement on this issue, although no plan of action was created. Jess suggested wearing a colour for your School. Keir noted it's important to involve program coordinators.

**Action Item:** Allie to follow up with Allayna regarding school unity.

#### Design – Tanner Fisher

Tanner has become more familiar with different programs that fall under the School of Design, including: Graphic Design, Interior Decorating and Fashion Merchandising. There is a Facebook group, but Tanner is still in the process of adding each class. Adam noted that class lists are accessible on FOL.

Tanner has also created a School of Design logo displayed as the cover photo of the Facebook group. Tanner hopes this will create more interest for the organized group, addressing issues to benefit their classes and future students.

Something Tanner would like to focus on with the class reps is social networking and forms of displaying work to potential employers and fellow designers.

Tanner would like to schedule a Class Representative Meeting within the next couple weeks.

#### Tourism and Hospitality – Keir Jack

Keir is disappointed that there is a lack of class reps within his division. Paul noted that typically the program coordinators in Tourism and Hospitality have been receptive to the class rep program.

**Action Item:** Keir to meet with Matt about setting up meetings with program coordinators to recruit class reps.

Keir has been made aware of the issue of not receiving schedules before paying the minimum payment. Schedules should be given more than a month before starting classes. Keir spoke to his program coordinator about this, but she was not aware of this problem.

**Action Item:** Keir to follow up with his program coordinator about the issue of schedules not being given before minimum payments are met.

Keir noted that FDMG 1039 is a practical hands-on course where students learn to pair foods with wines, however the students are not allowed to do any wine tastings. Keir spoke with a few staff in the division about this, but has not gotten a response. Paul noted that a liquor license might not be needed. Paul suggested a meeting with the program coordinator about this and suggesting a trial time to allow students to drink alcohol in class.

**Action Item:** Keir to follow up with his program coordinator about allowing alcohol during FDMG 1039.

#### Human Services – Taylor Lodge

Taylor is looking to schedule a meeting with her class representatives. Taylor has contacted her class reps over her Facebook group asking if they have any concerns they would like me to address.

Taylor would like to get in contact with the Ombudsperson to get information about the ECE and possibly other human service programs issues.

Taylor had brought up past concerns with classes that are meant to be 14 weeks condensed into 7 weeks; there is a lot of information to take in at that once and some students have troubles learning. A lot of information has been cut from the programs that could possibly be important.

First half placement students are concerned about being able to apply what they should have been learning in class to what they are experiencing in their centres.

Second reason is for students in these programs do not have an opportunity to get involved with the school because they may not have the flexibility from their centres as other students do.

One concern a student brought up to Taylor was about bereavement leave. The student was not allotted enough time for leave because she lives further away. Paul suggested that this student speaks with her program coordinator about this concern.

#### Business – Kirsten McKay

Kirsten has been attempting to contact her class reps, but some have not responded.

A concern that has been brought to Kirsten's attention is that assignments and projects do not always match the criteria of rubrics, which could create confusion for students and, in turn, lower marks.

**Action Item:** Kirsten to suggest to her class reps that they speak with the professor about this problem.

Kirsten would like to be able to get in contact with all of the students in the Lawrence Kinlin School of Business. Adam has advised that Kirsten could contact the program coordinator and tell him/her to email other coordinators in the Business School to pass information on to students in their programs.

Building Technology and Applied Science and Technology – Princewill Onyia

Princewill was unable to attend the meeting, so Adam read his report for him.

Princewill had his first Class Rep Meeting on November 19, 2013 and a few concerns were brought to his attention.

A student in the Architectural Technology program suggested that the Communications course be completed immediately after the WRIT course instead of several semesters later.

A class rep from Construction Engineering program has found that a lot of the second year content is repetitive of first year.

Pre-Technology students have been having issues with classroom equipment in Z2027 and printers in the labs.

**Action Item:** John b. to inform facilities of the faulty equipment in Z2027.

One of Princewill's class reps noted that Peer Tutoring approval takes a long time and it's inhibiting students from attaining a peer tutor.

**Action Item:** Adam to speak with Bonnie MacBean about the delays in Peer Tutor approvals.

Contemporary Media – Anthony Sawyers

Anthony currently has six class representatives and he has spoken with the majority of them through Facebook.

Anthony has contacted Sharon Gordon from Chartwells about getting a standing order from Tim Horton's for his class. Sharon said that this can be arranged.

Anthony has noticed that there is not enough lab space during assignment and project times for MIA students. Anthony suggested installing Pro-Tools on other computers within the school, with the use of Output-Line instead of hardware or distribution of Pro-Tools to each student. Anthony also suggested having the MIA software incorporated into tuition so that students can have it. Paul noted that this can be brought up at the Tech Fee Committee Meeting.

**Action Item:** Paul to discuss incorporating MIA software fees into tuition.

Fine Art students noted that cleaning supplies have been re-filled in their classrooms.

Next Meeting

Thursday, December 5, 2013 at 6:00 p.m. in SC2016

Adjournment

3.4 It was:

MOVED by Chris Lethbridge, SECONDED by Alan Bushell and CARRIED to adjourn the meeting.