

Student Administrative Council

Meeting #1

Wednesday, May 10th, 2017

MINUTES

Present

Dean Alford
Madelyn Allen – conference call
Tayshun Ally
Ryan Chambers
Aaron Peterzon
Morganna Sampson
Balshran Singh
Harvinder Singh

Observers

Paul Masse

The meeting was called to order at 5:05 p.m. with Paul Masse as chairperson and Bonnie McCharles as secretary.

Approval of Agenda

1.1 It was:

MOVED by Tayshun Allen, SECONDED by Dean Alford and CARRIED to approve the agenda, with the adjustment of New Business Item ‘c’ to be discussed with the Strategic Direction and Committees.

Director Status

Morganna informed the Board that Navjot Singh did not achieve the required GPA, as outlined in the Bylaw, to continue on the Board. Morganna noted Navjot has been informed and aware. Morganna mentioned Navjot has been encouraged to stay in touch and get involved with the Fanshawe Student Union in the upcoming semesters.

Dean asked if the vacant Director seat needed to be replaced immediately. Paul noted an election will be held in the Fall term, at the earliest, to allow for a majority of students to be present to vote. Additionally, Paul stated with 7 Directors the Board, accordingly to the Bylaw, can operate as a fully functional Board.

1.2 It was:

MOVED by Dean Alford, SECONDED by Ryan Chambers and CARRIED to approve the removal of Navjot Singh from the Board, in accordance with the Bylaw requirements.

Discussion of Strategic Direction, 2017-2018 Executive Goals and Committees

Morganna presented the 2016-2017 Strategic Direction to the Board. Morganna noted the Strategic Direction is annually revised by the Board and includes high-level statements. Paul explained the 2016-2017 Strategic Direction will be in effect until it is altered by the Board. Morganna stated Continuity, Collaboration, Communication, and Community were the focus of the 2016-2017 Strategic Direction and explained each focus to the Board. Morganna stated several recommendations from the Executive Committee for proposed changes to the Strategic Direction which included removing the 'extensive governance and by-law restructuring with a shift towards a new policy-driven governance structure' and 'research, develop, and launch a Bike Share Program on Campus to promote wellness and sustainability' as both of these goals have been accomplished. Additionally, Morganna noted the recommendation of including mental health initiatives to the stated 'demonstrate a trend towards increasing and improving sustainability initiatives'. Paul emphasised that the recommendations that were presented are only recommendations until the Strategic Direction is approved by the Board. A question was posed regarding the 'ensure visible and transparent business practices' point in the Strategic Direction. Paul noted a copy of the operating budget will be presented to the Board as well as financial statements to ensure transparency is upheld.

Action Item: Paul to send Board a copy of the Operating Budget and Financial Statements.

Morganna presented the 2017-2018 Executive Team Goals, high-level and individualized, to the Board. Dean asked if there were numbers indicating low numbers of students knowing about 'our services and the FSU'. Paul explained there is no exact survey that is given to students to track communication, however, Morganna noted when students are asked, in her experience, students did not know about all the services the FSU has and offers to students. Dean suggested the amendment 'our services at the FSU' to be added in place of 'our services and the FSU'. Balshran noted International Students are not told about portions of the fee structure, including an outline of what needs to be purchased and a timeline of when these items are needed, for example books and codes. Madelyn asked if books and supplies are needed to be purchased as soon as the student arrives. Paul explained that it is considered an immediate need as International Students arrive later to Campus. It was noted this information needs to be relayed to the recruiters. Paul noted the presented goal of 'advocating for sustainable International Acceptance Rates' is not lower the number of International Student acceptances, but rather encouraging sustainable growth which includes increased communication to support the growth.

Paul explained the Strategic Direction and the Executive Committee's goals work together as it provided the Executive Committee an idea of the direction to follow throughout the year. Paul encouraged if something seems to be missing on the list of goals, to bring the idea up, and have it added to ensure everyone's goals are encompassed.

Paul explained there will be Committees that will be approved by the Board that will be active throughout the academic year. Paul noted one Committee is active right now, the Executive Committee, which was voted by last year's Board. Paul recommended that two more Committees, Finance and Governance, be created with terms of reference and approval by the

end of the Summer. Paul explained the Finance Committee would discuss budgets, financial statements, the audit, and new investment ideas and the Governance Committee would include the election, governance structure, the election policy, reviewing the bylaws and ensuring they are in compliance. Paul noted more information will be sent about these Committees to the Board.

Action Item: Paul to send Board information on Finance and Governance Committees.

New Business

- a. Appointing Secretary and Chair - Paul noted a Chair and Secretary need to be appointed from the Board of Directors. Paul explained each role and some responsibilities required. Paul noted the Chair would be expected to attend College Council and College Student Union meetings, depending on class schedules. Paul stated the Secretary would not have as much of a time commitment, however, they would be a Corporate Officer of the FSU and sit on the Finance and Governance Committees. It was asked if there would be training sessions for these roles. Paul explained that there would be training session scheduled with each role. Paul suggested an anonymous vote and vote until a majority is determined for each role. Dean Alford, Madelyn Allen, and Aaron Peterzon were nominated and accepted the nominations by the Board for the role of the Chair. A vote was held and majority was not determined. A second vote, determined by a ranking system, was held with Aaron Peterzon winning majority, for the role of Chair. Dean Alford, Madelyn Allen, and Harvinder Singh were nominated and accepted the nomination by the Board for the role of Secretary. A vote was held and majority was not determined. A second and third vote, determined by a ranking system, was held with Dean Alford winning majority, for the role of Secretary. Morganna noted the ballots will be shred after this meeting has commenced.

1.3 It was:

MOVED by Ryan Chambers, SECONDED by Dean Alford and CARRIED to approve Aaron Peterzon and Dean Alford as Chair and Secretary for the 2017-2018 SAC Board.

- b. Scheduling of Summer Meetings – Paul recommended having two meetings in the summer, one the end of June/beginning of July and one in early to mid-August. The Board was in agreeance for the suggested dates.

Action Item: Bonnie to schedule Summer Board Meetings.

It was asked for the Coordinators to attend the next Board meeting to explain the individualized goals. Paul stated the Coordinators can attend, schedules permitting, and if they cannot attend, a report will be submitted to Morganna to present at the next meeting.

Action Item: Bonnie to schedule
Coordinators to attend next Board meeting
when meeting date is finalized.

Next Meeting – Wednesday, July 5th, 2017 at 5:00 p.m. in SC-2016.

Adjournment

1.4 It was:

MOVED by Tayshun Ally, SECONDED by Dean Alford and CARRIED to
adjourn the meeting.