

Student Administrative Council

Meeting #2

Wednesday, July 5th, 2017

MINUTES

<u>Present</u>	<u>Regrets</u>	<u>Absent</u>	<u>Observers</u>
Dean Alford	Harvinder Singh	Balshran Singh	Lisa Elliott
Madelyn Allen – conference call			Paul Masse
Tayshun Ally			Kate Morris
Ryan Chambers			Jahmoyia Smith
Aaron Peterzon			
Morganna Sampson			

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

Approval of Agenda

2.1 It was:

MOVED by Ryan Chambers, SECONDED by Dean Alford and CARRIED to approve the agenda.

Approval of Minutes

2.2 It was:

MOVED by Ryan Chambers, SECONDED by Tayshun Ally and CARRIED to approve the Minutes from Meeting #1.

Chair's Report – Aaron Peterzon

Aaron attended College Council on May 24th, 2017 and stated Academic Integrity/Plagiarism, 'O Day', and the Updated Academic Calendar were discussed. Aaron noted the updated academic calendar will be implemented in Fall 2018.

Aaron discussed Head Start and noted a Fanshawe Live Video was created to promote the program.

Aaron completed training with Paul for the Board Chair position.

2.3 It was:

MOVED by Ryan Chambers, SECONDED by Dean Alford and CARRIED to accept the Chair's Report.

President's Report – Morganna Sampson

Morganna reported a rainbow crosswalk will be painted in front of the Student Wellness Centre on Thursday, July 6th at 11:00 a.m. Morganna noted Allen Gaynor shared the volunteer event page on the FSU Facebook page and there are currently 11 people signed up to be a volunteer at the Pride Parade. Morganna encouraged the Board to share the event and sign-up to be a volunteer at the Pride Parade.

Morganna met with Mayor Matt Brown and City Counselor Bill Armstrong and noted regular meetings will be scheduled beginning in September. Morganna explained Mayor Matt Brown invited Morgana to shadow, attend meetings, and network with the Mayor. Morganna noted it is the plan to ask for a spot for the Fanshawe Student Union on the Transit Committee.

Morganna met with the Facilities Department and discussed student space and the issues that are associated with these spaces. Morganna noted Facilities is looking to updated or refurbish three lounges, second floor of A Building, second floor of M Building, and second floor in T Building, in the College. Morganna presented the idea of adding more student space around the College and noted the addition of space is not in the budget. Morganna will be working with Facilities on the updates of the three student lounge spaces.

Morganna explained Y Building is turning the small lunchroom into a mini grocery store for the students. Morganna noted food will be outsourced from another company and put into the store with no staff or cost needed from Fanshawe College apart from the space and the cost of the electricity. Aaron asked if the meal plan would be accepted at the grocery store. Paul noted the meal plan will not accepted at the grocery store in the beginning. It was explained the grocery store would include soups, sandwiches, and easy to grab snacks with students paying with a barcode system. Aaron asked about the concern of theft as there are no staff running the store. Morganna noted there will be security measures in the store. Paul noted picnic tables are being looked at for Y Building to provide students extra seating to eat meals and stated the picnic tables will be moved into the Hanger in the winter.

2.4 It was:

MOVED by Dean Alford, SECONDED by Tayshun Ally and CARRIED to accept the President's Report.

Directors Reports

Dean Alford – Dean completed training with Paul for the Board Secretary position on June 22nd, 2017.

Madelyn Allen – No report at this time.

Tayshun Ally – No report at this time.

Ryan Chambers – Ryan noted classroom space is a major issue for the entire school and noted the system that govern which classes are assigned certain classrooms is flawed. Ryan collected information from staff members and employees to allow conclusions to be drawn and recommendation to be created in regards to the classroom space issue. Unfortunately, Ryan did not connect with anyone that provided any leads on who to talk to for more information. Paul

noted Morganna is working on student space issues, lounges and student spaces, and encouraged Ryan to work with Morganna to discuss classroom space.

Action Item: Bonnie to schedule a meeting with Morganna and Ryan to discuss space issues.

Balshran Singh – No report at this time.

Harvinder Singh – No report at this time.

2.5 It was:

MOVED by Ryan Chambers, SECONDED by Tayshun Ally and CARRIED to accept the Director's Report.

2017-2018 Executive Committee Goals

Morganna updated the Board on the process of the High Level Team Goals. Morganna noted allergen-free labels will be presented on the Oasis and Out Back Shack menu boards as well as potentially on the coupons that will be in the frosh kit. Additionally, a survey was conducted at the Summer BBQ to collect information from students on ways students receive information about events. Morganna noted word of mouth, posters, and social media were the top three ways students receive information about events. Morganna noted the Advertising Coordinator is looking into discounted rates for Fanshawe Conservation Area for students to allow them the opportunity to participate in outdoor activities. Aaron asked if the goals will be put onto the website. Paul explained that it is not necessary to have the goals on the website, however, the Board minutes and attached documents will be on the website.

Jahmoyia Smith, Advocacy and Communications Coordinator, Kate Morris, Student Life Coordinator, and Lisa Elliott, Finance Coordinator, presented the individualized goals to the Board. Jahmoyia noted several goals which included the creation of a training manual for clubs, increased club numbers, an improved volunteer system, an increased presence in London as well as a strengthened relationship with the Ombuds and the Fanshawe Community. Madelyn asked about the specifics of volunteering and the City of London Ontario. Morganna explained that volunteering and the City of London are two separate goals. Jahmoyia noted there will be specific training dates for volunteers and a revised volunteer calendar with the idea to retain volunteers rather than losing them throughout the semesters. Jahmoyia stated there will be a volunteer fair which off-campus organizations being invited. Additionally, Jahmoyia will sit on an Advisory Committee for the City of London. Kate explained the mental health and wellness initiatives that are planned for the year. Dean asked for more events for International Students for mental health. Morganna noted there will be a cultural fair as well as the Bollywood Pub planned for the year. Lisa noted the dates for Financial Awareness Week and stated there will be a Financial Awareness Tip of the Week for students.

2.6 It was:

MOVED by Dean Alford, SECONDED by Tayshun Ally and CARRIED to accept the 2017-2018 Executive Committee Goals.

Discussion of Strategic Direction and Committees

Morganna presented the recommendations for the 2017-2018 Strategic Direction 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’.

2.7 It was:

MOVED by Dean Alford, SECONDED by Ryan Chambers and CARRIED to approve the 2017-2018 Strategic Direction, as presented.

Paul noted drafts will be completed by the next Board meeting for the proposed Governance and Finance Committees.

New Business

- a. Club Policy – Morganna presented the proposed Club Policy changes to the Board. These changes include removing the term ‘Secretary’ and replacing it with ‘Vice President’, replacing the term ‘Clubs Coordinator’ to the Advocacy and Communications Coordinator, removing emails, adding hyperlinks to the FSU Bylaws and College Policies, the addition of definitions, correction of spelling/grammar, and the addition of the note that a faculty advisor is not needed for a club. Additionally, Morganna noted the changes to Clubs Charter would mirror the changes proposed in the Club Policy. Additionally, a new members list and a section for social media was added, the faculty advisor and partnerships with other organizations was reworded, and added room for optional opportunities was added to the Club Charter. Dean asked about the inclusivity of all students in clubs, especially within culture or religion specific clubs. It was noted inclusivity is within the Club Policy and every Club President signs this document. Paul noted the idea to periodically attend club meetings to ensure clubs are adhering to the Club Policy. Madelyn asked why athletic clubs are not allowed to be a club. Paul noted it is an insurance issue and likewise the Fanshawe Student Union encourages students to use the Student Wellness Centre and partake in athletics on campus. Paul noted athletic clubs are a larger risk in terms of insurance. Madelyn asked if it was possible to widen the terms to allow for athletic clubs. Paul will follow-up with the insurance company to discuss risks and receive feedback.

Action Item: Paul to contact insurance company to discuss risks in regards to athletic clubs.

2.8 It was:

MOVED by Ryan Chambers, SECONDED by Tayshun Ally and CARRIED to approve the Club Policy, as presented.

- b. Action Items – Paul sent a copy of the Operating Budget and Financial Statements to the Board. Bonnie scheduled the Summer Board Meetings and invited the Coordinators to attend the next Board Meeting. Paul will send information on Governance and Finance Committees to the Board.
- c. Audit – Paul noted the field work for the audit has been completed. There is no formal report as of yet, however, Paul reported the audit has went well. Paul noted when the audit is completed, a report will be presented to the Board.
- d. Events – Tayshun asked about music events and if there will be any planned for the Fall. Morganna noted there are tentative bookings that are music events for the Fall. Aaron reported there will be a Live Concert for Fanshawe’s Birthday outside Budweiser Gardens before the concert in September. Paul asked for more information about the event.

Action Item: Aaron to collect information about Fanshawe Birthday event and report to the Board.

Next Meeting – Wednesday, August 16th, 2017 at 5:00 p.m. in SC-2016.

Adjournment

2.8 It was:

MOVED by Tayshun Ally, SECONDED by Ryan Chambers and CARRIED to adjourn the meeting.