

**AGENDA**  
**Board of Directors Meeting**  
October 21, 2021  
Virtual Meeting  
Zoom

Board Chair: Fope Akomolafe  
Board Vice Chair: Matthias Negrette  
Board Secretary: Karly Mallett  
Scribe: Heather Storey

- |            |  |                  |
|------------|--|------------------|
| <b>1.</b>  | <b>Call to order</b>   | <b>7:00 p.m.</b> |
| <b>2.</b>  | <b>Reconciliation Statement</b>  | <b>7:01 p.m.</b> |
| <b>3.</b>  | <b>Attendance and Quorum Call</b>  | <b>7:02 p.m.</b> |
| <b>4.</b>  | <b>Agenda &amp; Motions Approval</b>                                       | <b>7:03 p.m.</b> |
| <b>5.</b>  | <b>Conflicts Declared</b>  | <b>7:04 p.m.</b> |
| <br>       |  |                  |
| <b>6.</b>  | <b>College Presentation</b>  |                  |
| 6.1.       | Niagara College Strategic Plan – Dana Wetherell                            | 7:05 p.m.        |
| <br>       |  |                  |
| <b>7.</b>  | <b>Minutes of Last Meeting</b>   |                  |
| 7.1.       | Board of Directors Meeting September 23, 2021                              | 8:05 p.m.        |
| <br>       |  |                  |
| <b>8.</b>  | <b>Board Education: Internal &amp; External</b>                            |                  |
| 8.1.       | President's Report – Sam Jemison   | 8:06 p.m.        |
| 8.2.       | Executive Director's Report – Steve Kosh                                   | 8:08 p.m.        |
| 8.3.       | NCSAC Communication Flow Chart – Steve Kosh                                | 8:10 p.m.        |
| <br>       |  |                  |
| <b>9.</b>  | <b>Board Self-Evaluation</b>   |                  |
| 9.1.       | Board Committee Principles (BP #2e) – Sam Jemison                          | 8:15 p.m.        |
| 9.2.       | Board Member as Owner Representative (Board Policies BP #2h) – Sam Jemison | 8:20 p.m.        |
| 9.3.       | Honourariums (BP #2i) (Quorum) – Sam Jemison                               | 8:25 p.m.        |
| 9.4.       | In-Camera (Board Policies BP #2j) – Sam Jemison                            | 8:45 p.m.        |
| <br>       |  |                  |
| <b>10.</b> | <b>Board Decisions</b>   |                  |
| 10.1.      | Board Communication – Sam Jemison  | 8:50 p.m.        |
| 10.2.      | Introduction of NCSAC Ambassadors – Sam Jemison                            | 8:55 p.m.        |
| 10.3.      | Transit Update – Sam Jemison/Steve Kosh                                    | 9:05 p.m.        |
| 10.4.      | NC Project Brew Sponsorship – Sam Jemison                                  | 9:10 p.m.        |
| <br>       |  |                  |
| <b>11.</b> | <b>Strategic Plan Monitoring</b>   |                  |
| 12.1.      | Strategic Plan (Mission) – Sam Jemison                                     | 9:15 p.m.        |
| <br>       |  |                  |
| <b>12.</b> | <b>Meeting Evaluation</b>  | <b>9:20 p.m.</b> |
| <b>13.</b> | <b>Adjournment</b>   | <b>9:22 p.m.</b> |
| <br>       |  |                  |
| <b>14.</b> | <b>In Camera</b>   |                  |

**Board of Directors Meeting**

October 21, 2021

Virtual Meeting

Zoom

Present: Steve Kosh                      Sam Jemison                      Urooj Rajput                      Marianna Spivak  
 Matthias Negrette                      Fope Akomolafe                      Kathryn Carandang                      Andrew,Dykstra  
 Dipal Patel                      Karly Mallett

Guests: Dana Wetherell                      Sobhanjana Bose

Regrets: Ola Ajileye                      Saleh Mahrokhzad

Scribe: Heather Storey

Action Items

<p><b>SAC 2.1</b></p>	<p><b>Call to Order</b></p> <p>The meeting is called to order at 7:03 p.m.</p>	
<p><b>SAC 2.2</b></p>	<p><b>Reconciliation Statement</b></p> <p>Niagara College acknowledges the land on which we gather is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish With One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Métis, and Inuit peoples and acknowledging reminds us that our great standard of living is directly related to the resources and friendship of Indigenous peoples.</p>	
<p><b>SAC 2.3</b></p>	<p><b>Attendance and Quorum Call</b></p> <p>PRESENT:</p> <ol style="list-style-type: none"> <li>1. Urooj Rajput</li> <li>2. Matthias Negrette</li> <li>3. Fope Akomolafe</li> <li>4. Kathryn Carandang</li> <li>5. Andrew,Dykstra</li> <li>6. Dipal Patel</li> <li>7. Karly Mallett</li> </ol> <p>REGRETS:</p> <ol style="list-style-type: none"> <li>1. Ola Ajileye</li> <li>2. Saleh Mahrokhzad</li> </ol> <p>TENTATIVE</p> <ol style="list-style-type: none"> <li>1. Marianna Spivak</li> </ol> <p>According to the NCSAC By-laws Article 6: Meetings of Directors</p> <p>6.4 "Quorum" – A Majority of the Directors constitutes a quorum at any meeting of the Board. For the purpose of determining quorum, a Director may be present in person, or by teleconference and/or by other electronic means. A quorum must be maintained throughout the meeting.</p> <p>Majority = 50% +1 which is 6/10 Directors must be present.</p> <p>There were 7 Directors present, and therefore quorum was achieved.</p>	
<p><b>SAC 2.4</b></p>	<p><b>Agenda &amp; Motions Approval</b></p>	

	<p><b>Motion made to approve the agenda for the October 21, 2021 Board of Directors meeting as submitted.</b></p> <p>Motion by: Karly Mallett Seconded by: Andrew Dykstra</p> <p>All in Favour, Motion Carried.</p> <p><b>Motion made to approve the prepared motions for the October 21, 2021 Board of Directors meeting as submitted.</b></p> <p>Motion by: Andrew Dykstra Seconded by: Karly Mallett</p> <p>All in Favour, Motion Carried.</p>	
<p><b>SAC 2.5</b></p>	<p><b>Conflicts Declared</b></p> <p>No conflicts were declared.</p>	
<p><b>SAC 2.6</b></p>	<p><b>College Presentation</b></p> <p>2.6.1. Niagara College Strategic Plan – Dana Wetherell</p> <p>Dana facilitated a session regarding Niagara College's upcoming Strategic Plan. The purpose of this session was to ensure that the student perspective is captured, and Dana will bring this perspective forward to the Strategic Planning Working Group. Dana went over the timeline of the Strategic Plan as well as reviewed survey results pertaining to what themes and trends were prevalent.</p> <div style="border: 1px solid black; text-align: center; padding: 2px;"> <p><b><i>Marianna joined at 8:10 p.m.</i></b></p> </div>	
<p><b>SAC 2.7</b></p>	<p><b>Minutes of Last Meeting</b></p> <p>2.7.1. Minutes from September 23, 2021</p> <p><b>Motion made to approve the minutes from the September 23, 2021 Board of Directors meeting as submitted.</b></p> <p>Motion by: Matthias Negrette Seconded by: Andrew Dykstra</p> <p>All in Favour, Motion Carried.</p>	
<p><b>SAC 2.8</b></p>	<p><b>Board Education: Internal &amp; External</b></p> <p>2.8.1. President's Report – Sam Jemison</p> <p>The President's Report was sent to the Board at an earlier date for the Board to review.</p> <p>Sam wanted to update the Board regarding an e-mail that she received from Rick Anderson, VP of Student Success. Rick reached out to Sam to inform her that Niagara College has decided to donate \$100,000 to the Nourishing Minds program. This is a very generous donation from the college, and further demonstrates the importance of the NCSAC programs and services on campus.</p> <p>2.8.2. Executive Director Report – Steve Kosh</p> <p>The Executive Director's Report was sent to the Board at an earlier date for the Board to review.</p>	

	<p>Steve also mentioned that he has been working with the college, both with the Incident Management Team, and Health &amp; Safety. The Incident Management Team is a committee across the college (21 different staff members from 14 different departments). There are some of the Executive Team members, Facilities, Food Services, International, Athletics, NCSAC, Academic side, Student Services, Enrolment Services, and Health Wellness &amp; Accessibility, to name a few. This committee will meet to discuss any incidents that happen on campus and will put in any safeguards to protect the college community.</p> <p>For the past year and a half, this group has solely focused on COVID-19, now, this group has broken out and there is now a smaller group consisting of Pam Skinner, Ralph Scholtz, and three health &amp; safety officers. Steve has had some informal conversations with this group about possibly opening The Core and The Armoury in January 2022. This group will not meet for another month, but Steve wanted to inform the Board that these conversations are happening. The return to campus plan is already in motion and several departments have already opened.</p> <p>2.8.3. NCSAC Communication Flow Chart – Steve Kosh</p> <p>Steve outlined the different methods of communication available to the Board of Directors when they have questions, comments, or concerns from students or themselves, which include:</p> <ul style="list-style-type: none"> <li>- Conversation/E-mail to Steve</li> <li>- Conversation/E-mail to Sam</li> <li>- Committee Meeting</li> <li>- Town Hall/Ask Me Anything (Ownership Linkage)</li> <li>- Board Meetings</li> <li>- Annual General Meeting/Meeting of Members</li> </ul>	
<p><b>SAC 2.9</b></p>	<p><b>Board Self-Evaluation</b></p> <p>2.9.1. Board Committee Principles (BP #2e) – Sam Jemison</p> <p>Sam reviewed the Board Committee Principles Policy with the Board.</p> <p>2.9.2. Board Member as Owner Representative (Board Policies BP #2h) – Sam Jemison</p> <p>Sam reviewed the Board Member as Owner Representative Policy with the Board.</p> <p>2.9.3. Honourariums (BP #2i) (Quorum) – Sam Jemison</p> <p>Sam reviewed the Honourariums Policy in detail with the Board. Sam also stressed the importance of a self-governing Board and how the responsibility for holding the Directors accountable falls on the Board as a whole. Sam also showed the Directors a chart showing the attendance records for the upcoming committee meetings with most of the committees not having quorum. Sam explained the importance of confirming attendance on Aprio so each committee or group knows how many people will be in attendance, or if the meeting needs to be rescheduled.</p> <p>2.9.4. In-Camera (Board Policies BP #2j) – Sam Jemison</p> <p>Sam reviewed the In-Camera Policy with the Board. It was stated that an In-Camera meeting is private and held in confidence and not discussed with others. Additionally, an In-Camera meeting should not be further discussed after the meeting takes place. There is no recording for an In-Camera, however there are minutes taken and placed in the Executive Director's office for safekeeping.</p>	
<p><b>SAC</b></p>	<p><b>Board Decisions</b></p>	

<p><b>2.10</b></p>	<p>2.10.1. Board Communication – Sam Jemison</p> <p>Sam asked the Directors if they would like an informal means of communication to help the Board stay connected. The Board was in agreeance and Sam will be setting up a WhatsApp chat for the Directors.</p> <p>2.10.2. Introduction to NCSAC Ambassadors – Sam Jemison</p> <p>Sam introduced Sobhanjana Bose who is the 2021/2022 NCSAC International Ambassador. Sam noted that the Athletics Ambassador was unable to attend the Board meeting and sent their regrets. The Indigenous Ambassador role has not yet been filled.</p> <p>2.10.3. Transit Update – Sam Jemison/Steve Kosh</p> <p>At the September Board of Directors meeting, the Board directed Steve and Sam to explore different options including a bursary or discounted pass to assist those who utilize the transit system to get to school. Sam mentioned that if NCSAC decided to offer a bursary program, it likely wouldn't happen until the end of the semester in order to capture all of the fall students. Regarding the discounted pass, this would likely begin in January, as we are already well into the Fall term.</p> <p>Steve provided some historical context surrounding transit in Niagara. Currently there are several different municipalities who run their own transit system, however there has been positive conversations discussing moving towards a regionalized transit system, helping to break down the barriers that are currently faced when trying to navigate the transit system within Niagara. Steve also mentioned that the vote to make this change happen, is likely to happen sooner than originally anticipated; it was noted that this vote would have to pass by a triple majority.</p> <p>If the vote passes and a regionalized transit system is created in Niagara, this would mean that NCSAC would only need to work with the Region to come up with the pricing for a U-Pass. NCSAC would then need to run a student referendum to ask students if they support the U-Pass fee.</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p><b>Urooj left at 9:10 p.m.</b></p> </div> <p>2.10.4. NC Project Brew Sponsorship – Sam Jemison</p> <p>Project Brew is a student-run beer festival showcasing the graduation projects of the Niagara College Brewmaster and Brewery Operation Management program. NCSAC has a standing tradition of supporting Project Brew with a Growler Level sponsorship.</p> <p><b>Motion to approve a sponsorship to Project Brew at the Growler Level in the amount of \$500.00 allocated from the Sponsorship/Donations budget line.</b></p> <p>Motion by: Marianna Spivak  Seconded by: Andrew Dykstra</p> <p>All in Favour, Motion Carried.</p>	
<p><b>SAC 2.11</b></p>	<p><b>Strategic Plan Monitoring</b></p> <p>2.11.1. Strategic Plan (Mission) – Sam Jemison</p> <p>Each Board meeting, Sam will review a particular section of the NCSAC Strategic Plan.</p>	

	<p><b>Mission</b> (Our purpose and reason for being!)</p> <p><i>Creating a supportive and inclusive environment through exceptional activities, relevant services, and ethical advocacy that meets the needs of our student community.</i></p> <p>NCSAC is a community of leaders that are focused on the needs of students. We act as their voice and provide activities, services, and supports that reflect their needs. We aim provide a student experience that is diverse and inclusive.</p>	
<b>SAC 2.12</b>	<p><b>Meeting Evaluation</b></p> <p>To ensure “good governance” each Director received a Meeting Evaluation Survey at the end of the meeting. It is important for the Directors to evaluate each Board of Directors meeting. Each Director received the Meeting Evaluation on their governance portal and were asked to complete it.</p>	
<b>SAC 2.13</b>	<p><b>Adjournment</b></p> <p><b>Motion to adjourn the meeting at 9:12 p.m.</b></p> <p>Motion by: Marianna Spivak Seconded by: Kathryn Carandang</p> <p>All in Favour, Motion Carried.</p>	

Approved:

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Board Chair

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Board Secretary