



**AGENDA**  
**Board of Directors Meeting**  
May 13, 2020  
Conference Call  
Zoom Meeting

---

Board Chair: Jordan Bingleman  
Board Vice Chair: Tristen Ritcey  
Board Secretary: Chris Allan  
Scribe: Heather Storey

---

- |  |                  |
|--|------------------|
| <b>1. Call to order</b>                                | <b>1:00 p.m.</b> |
| <b>2. Attendance and Quorum Call</b>                   | <b>1:01 p.m.</b> |
| <b>3. Agenda Approval</b>                              | <b>1:05 p.m.</b> |
| <b>4. Conflicts Declared</b>                           | <b>1:07 p.m.</b> |
| <b>5. Minutes of Last Meeting</b>                      |                  |
| 5.1. Board of Directors Conference Call April 29, 2020 | 1:08 p.m.        |
| <b>6. Ends Policy Development &amp; Monitoring</b>     |                  |
| 6.1. Review Strategic Ends Priorities – Tom Price      | 1:10 p.m.        |
| <b>7. Board Decisions</b>                              |                  |
| 7.1. Business Plans to Re-Open – Steve Kosh            | 1:15 p.m.        |
| 7.2. Retreat Update – Tom Price, Steve Kosh            | 1:20 p.m.        |
| <b>8. Adjournment</b>                                  | <b>1:25 p.m.</b> |

**Board of Directors Meeting**

May 13, 2020  
Conference Call  
Zoom Meeting

Present: Steve Kosh                      Tom Price                      Jordan Bingleman                      Chris Allan  
                  Landry Wamba Talom      Craig Shanks                      Tristen Ritcey                      Matthias Negrette  
                  Savanna Schnierle                      Alex Vancaeyzeele                      Vitthil Chugh                      Jaclyn-Rae Tanguay

Guests: Fope Akomolafe                      Samantha Jemison                      Emma Atsain

Scribe: Heather Storey

Action Items

<p><b>SAC 15.1</b></p>	<p><b>Call to Order</b></p> <p>The meeting is called to order at 1:00 p.m.</p>	
<p><b>SAC 15.2</b></p>	<p><b>Attendance and Quorum Call</b></p> <p>PRESENT</p> <ol style="list-style-type: none"> <li>1. Jordan Bingleman</li> <li>2. Chris Allan</li> <li>3. Landry Wamba Talom</li> <li>4. Craig Shanks</li> <li>5. Tristen Ritcey</li> <li>6. Matthias Negrette</li> <li>7. Savanna Schnierle</li> <li>8. Alex Vancaeyzeele</li> <li>9. Vitthil Chugh</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 6/9 Directors must be present.</p> <p>There were 9 Directors present, and therefore quorum was achieved.</p>	
<p><b>SAC 15.3</b></p>	<p><b>Agenda Approval</b></p> <p><b>Motion made to approve the agenda for the May 13, 2020 Board of Directors meeting.</b></p> <p>Motion by: Landry Wamba Talom          Seconded by: Jordan Bingleman</p> <p>All in Favour, Motion Approved.</p>	
<p><b>SAC 15.4</b></p>	<p><b>Conflicts Declared</b></p> <p>No conflicts were declared.</p>	
<p><b>15.5</b></p>	<p><b>Minutes of Last Meeting</b></p> <p>15.5.1. Board of Directors Conference Call April 29, 2020</p> <p><b>Motion to approve the minutes from the April 29, 2020 Board of Directors</b></p>	

	<p><b>Conference Call as submitted.</b></p> <p>Motion by: Chris Allan          Seconded by: Craig Shanks</p> <p>All in Favour, Motion Approved.</p>	
<p><b>SAC 15.6</b></p>	<p><b>Ends Development &amp; Monitoring</b></p> <p>15.6.1. Review Strategic Ends Priorities – Tom Price</p> <p>Ends Policy –          Level #1</p> <p style="text-align: center;">Because the Niagara College SAC exists:  <b>Students enjoy an improved quality of life</b></p> <p>Level #2          Students will enjoy:</p> <p>2.1. Good Health (health services, affordable products, nutrition, etc.)</p> <ul style="list-style-type: none"> <li>• We Speak Students Health Plan</li> <li>• Armoury, Core, Undergrounds, Shack</li> <li>• U-Pass</li> <li>• Legal Counsel</li> <li>• Rise and Shine Breakfast Virtual Grocery Card</li> </ul> <p>2.2. Social Interaction (involvement, travel, access, etc.)</p> <ul style="list-style-type: none"> <li>• Orientation/Frost Weeks</li> <li>• Karaoke/Trivia</li> <li>• Dirty Bingo</li> <li>• Pub Night</li> <li>• Virtual Bingo</li> <li>• Win It Wednesday</li> <li>• U-Pass</li> <li>• Discounted Attraction Tickets</li> </ul> <p>2.3. Skills Development (employment, leadership, etc.)</p> <ul style="list-style-type: none"> <li>• Board of Director</li> <li>• Committee Membership NCSAC/Niagara College</li> <li>• Food Outlets Positions</li> <li>• Co-Ordinator Positions</li> <li>• Workshops</li> <li>• Conferences</li> </ul> <p>2.4. Are heard/have a voice (with the College and other external bodies)</p> <ul style="list-style-type: none"> <li>• Town Halls</li> <li>• Ask Me Anything Instagram Lives</li> <li>• Committees NCSAC/Niagara College</li> <li>• Town &amp; Gown Associations</li> <li>• Municipal/Regional/Provincial/Federal Engagement</li> </ul>	
<p><b>SAC 15.7</b></p>	<p><b>Board Decisions</b></p> <p>15.7.1. Business Plans to Re-Open – Steve Kosh</p> <p>At this point NCSAC is working on a "Return to work" plan; this work plan is a roadmap to returning to campus, and not a timeline. Currently, NCSAC has been holding weekly staff meetings with the virtual staff every Wednesday; these meetings will now be used to create this work plan. NCSAC is part of Niagara College's Incident Management Team (IMT), who works alongside approximately 25 different departments of the college. The IMT is now been broken into sub-committees; NCSAC is on the Ancillary Services sub-committee to work with other ancillary services departments to create a work plan. Steve stated that the World Health Organization (WHO) has released documents that outline restrictions and recommendations for organizations to follow once they are authorized to open.</p>	

The next step is that the Ontario government will work with the WHO's recommendations and make an action plan for re-opening the province. The Ontario government has the authority to decide what companies are permitted to open. Currently, colleges and universities have not received authorization to return to work. After schools are allowed to re-open, we will need to follow Niagara College's guidelines on how we return to work. The currently is currently working on an implementation strategy that has 4 phases to have staff and students return to campus. Right now we can begin the planning for NCSAC to return to campus.

#### 15.7.2. Retreat Update – Tom Price, Steve Kosh, Heather Storey

Tom, Steve, and Heather provided an update in regards to the virtual Retreat that will take place over the course of four weeks.

#### SESSION #1:

Session Lead(s):

Date:

#### **BEHIND THE SCENES**

Tom, Steve, Heather, Jaclyn

May 20<sup>th</sup>, 2020 @ 1:00 (Zoom)

Session Description:

We all know that NCSAC gives NC students an amazing student experience outside of the classroom. This session will focus on the behind the scenes stuff: Who we are, board structure, organizational chart, and governing documents.

#### SESSION #2:

Session Lead(s):

Date:

#### **JOB DESCRIPTIONS/DEPARTMENT**

#### **PRESENTATIONS/GOVERNANCE VS. OPERATIONS**

Tom, Steve, Heather, Jaclyn

May 27<sup>th</sup>, 2020 @ 1:00 (Zoom)

Session Description:

Now you're a board member, and you're a little confused on what your role is. In this session we will discuss expectations, accountability, preparedness, professionalism, engagement/involvement, and other attributes that make for a great high-performing board member. You will also meet the staff of NCSAC and learn what each department does.

#### SESSION #3:

Session Lead(s):

Date:

#### **STRATEGIC PLANNING**

David Veres, Tom Price

June 3<sup>rd</sup>, 2020 @ 1:00 (Zoom)

Session Description:

Last year's NCSAC Board did a great job setting the groundwork for a NCSAC Strategic Plan, and now the new 2020/2021 Board will have the opportunity to work alongside David Veres to complete the Strategic Plan.

#### SESSION #4:

Session Lead:

Date:

#### **GOOD GOVERNANCE**

Catherine Raso

June 10<sup>th</sup>, 2020 @ 1:00 (Zoom)

Session Description:

Catherine Raso MBA is President of CMR Governance Consulting and an internationally recognized practitioner, consultant, author and speaker on board governance. Catherine has more than 25 years of experience in the non-profit sector-as a CEO, board member, highly skilled facilitator

	consulting with more than 400 boards around the world and author of many articles and books.	
<b>SAC 15.9</b>	<p><b>Adjournment</b></p> <p><b>Motion to adjourn the meeting at 1:25 p.m.</b></p> <p>Motion by: Tristen Ritcey Seconded by: Chris Allan</p> <p>All in Favour, Motion Approved.</p>	

Approved:

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Board Secretary