



AGENDA
Board of Directors Meeting
December 5, 2024
Daniel J. Patterson Campus
N002a

Board Chair: Chris Fullerton
Board Secretary: Bruin Pol
Scribe: Heather Storey

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| 1. Call to order | 7:00 p.m. |
| 2. Reconciliation Statement | 7:01 p.m. |
| 3. Attendance and Quorum Call | 7:03 p.m. |
| 4. Agenda & Motions Approval | 7:06 p.m. |
| 5. Conflicts Declared | 7:08 p.m. |
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| 6. Meetings of Last Meeting | |
| 6.1. Board of Director Meeting Minutes – November 13, 2024 | 7:10 p.m. |
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| 7. Ownership Linkage – Dipal Patel | |
| 7.1. November Ownership Linkage Report – Hish Clifford | 7:13 p.m. |
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| 8. Board Education: Internal & External | |
| 8.1. Executive Director’s Report – Steve Kosh | 7:23 p.m. |
| 8.2. Strategic Plan Monitoring Report – Steve Kosh | 7:43 p.m. |
| 8.3. Ontario Student Voices (OSV) Advocacy Conference Report – Hish Clifford | 7:48 p.m. |
| 8.4. Meeting Evaluation Report – Chris Fullerton | 7:53 p.m. |
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| 9. Operational Monitoring: Risk Management | |
| 9.1. Compensation & Benefits – Steve Kosh | 7:58 p.m. |
| 9.2. Asset Protection – Steve Kosh | 8:03 p.m. |
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| 10. Board Self-Evaluation | |
| 10.1. Governing Style Policy – Chris Fullerton | 8:08 p.m. |
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| 11. Board Decisions/Discussion | |
| 11.1. January Retreat – Heather Storey | 8:13 p.m. |
| 11.2. Election Dates – Heather Storey | 8:18 p.m. |
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| 12. Meeting Evaluation | 8:23 p.m. |
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| 13. Adjournment | 8:25 p.m. |

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Board of Directors Meeting
 December 5, 2024
 Daniel J. Patterson Campus
 N002a

Present: Steve Kosh Dipal Patel Bruin Pol Caleb Simoneau
 Chris Fullerton Hish Clifford Sukhpreet Singh Gosal Mausam Gurung
 Bipul Rai Jonathin Wallington Krysa McReynolds-Huang

Regrets: Shreya Shah Mercy Deborah Santhana Krishnan

Scribe: Heather Storey

Action Items

SAC 6.1	<p>Call to Order</p> <p>The meeting is called to order at 7:01 p.m.</p>	
SAC 6.2	<p>Reconciliation Statement</p> <p>Niagara College acknowledges that we are gathered on the shared traditional lands of the Anishinaabe (pronounced: ah-nish-naw-bay) and Haudenosaunee (pronounced: ho-deh-neh-show-nee). We offer our sincere gratitude to them as the stewards of this land, which is protected by the Dish With One Spoon Wampum agreement’s three principles: to take only what you need, leave enough for others, and always keep the dish clean. Today, many First Nations, Métis, and Inuit communities from across Turtle Island continue to live and work in this territory. Acknowledging the peoples whose territory we are on, and the agreements that guide their stewardship of the land, reminds us to reflect on and respect their unique relationship to this land. It also is an invitation for all of us to identify and engage in actions that respect and reinforce our commitments to Truth and Reconciliation and Indigenous Rights.</p>	
SAC 6.3	<p>Attendance and Quorum Call</p> <p>PRESENT</p> <ol style="list-style-type: none"> 1. Bruin Pol 2. Caleb Simoneau 3. Chris Fullerton 4. Hish Clifford 5. Krysa McReynolds-Huang 6. Sukhpreet Singh Gosal 7. Mausam Gurung 8. Jonathin Wallington 9. Bipul Rai <p>REGRETS</p> <ol style="list-style-type: none"> 1. Shreya Shah 2. Mercy Deborah Santhana Krishnan <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 7/11 Directors must be present.</p> <p>There were 9 Directors present, and therefore quorum was achieved.</p>	

<p>SAC 6.4</p>	<p>Agenda & Motions Approval</p> <p>Motion made to approve the agenda for the December 5, 2024 Board of Directors meeting as submitted.</p> <p>Motion by: Jon Wallington Seconded by: Hish Clifford</p> <p>Discussion: Steve mentioned that Heather Storey will be the presenter for Agenda Item #11.1 January Retreat as well as Agenda Item #11.2 Election Dates. The President’s Report was also removed due to Dipal’s absence.</p> <p>All in Favour, Motion Approved.</p> <p>Motion made to approve the prepared motions for the December 5, 2024 Board of Directors meeting as submitted.</p> <p>Motion by: Krysa McReynolds-Huang Seconded by: Bruin Pol</p> <p>All in Favour, Motion Approved.</p>	
<p>SAC 6.5</p>	<p>Conflicts Declared</p> <p>No conflicts were declared.</p>	
<p>SAC 6.6</p>	<p>Approval of Previous Meeting Minutes</p> <p>6.6.1 Motion to approve the Previous Meeting Minutes from the November 13, 2024 Board of Directors meeting as submitted.</p> <p>Motion by: Hish Clifford Seconded by: Bipul Rai</p> <p>All in Favour, Motion Approved.</p>	
<p>SAC 6.7</p>	<p>Ownership Linkage</p> <p>6.7.1. Ownership Linkage Report - Hish Clifford</p> <p>The survey on inclusivity at Niagara College reveals insightful findings. The majority of respondents (81%) attend the NOTL Campus, while 19% are from the Welland Campus. When asked if they feel welcome on campus, 83% answered “Yes,” 14% felt “a bit of both,” 2% said “No,” and less than 1% noted they feel welcome only in certain interactions. Additionally, 65% of participants reported noticing visual signals of inclusivity representing marginalized groups around the campus, while 35% did not. These results indicate that while the college has made strides in fostering a welcoming and inclusive environment, there are opportunities to further enhance inclusivity efforts, especially at the Welland Campus.</p> <p>Hish also mentioned that he found some students were resistant to engage with the survey when “inclusivity” was mentioned. Overall, it was a positive experience with a total of 514 respondents.</p> <p>One recurring theme that was brought up was expanding the food experience to be more inclusive of other cultures.</p> <p>A few recommendations that Hish provided the Board were to have conversations with students during the recruitment process as well as engage with students at Open Houses and educate them on clubs and other ways of being involved on campus. In addition, Hish encouraged Board members to reach out to their Deans and Associate Deans in the new year to inquire about classroom presentations to educate students about the different ways to get involved and to create awareness for all of the services NCSAC and NC currently offer.</p>	

SAC
6.8

Board Education: Internal & External

6.8.1 Executive Director Report – Steve Kosh

The Executive Director’s Report was sent to the Board at an earlier date for the Board to review.

Steve highlighted a few key points in his Executive Directors Report.

Ontario colleges are facing significant challenges following the IRCC's January 2024 announcement, with institutions like Fleming College, Mohawk College, and Sheridan College announcing program suspensions and layoffs. While Niagara College has been less affected, adjustments may be required to balance future budgets. Meanwhile, faculty and college management are engaging in non-binding mediation to address ongoing labour disputes, with potential escalations expected in 2025 if unresolved. Niagara College has also transitioned its DJP campus bookstore to an online model, with NCSAC now serving as a textbook pick-up hub and addressing gaps in on-campus services. U-Pass transit negotiations and enrolment projections remain uncertain, affecting service planning and ancillary fee settings. Additionally, NCSAC is collaborating with the culinary program to distribute student-prepared meals and expand sustainability efforts, such as reusable food containers, in partnership with Chartwells and other campus departments.

There was an in-depth discussion surrounding the closing of the Campus Bookstore at the Daniel J. Patterson campus in Niagara-on-the-Lake:

The discussion highlighted several key issues and proposals following the closure of Niagara College’s DJP Campus bookstore and its shift to an online textbook ordering system. Steve explained that the contract for the tenant running the Bookstore was expired and they were not interested in renewing, and that NC was looking for a space to house the Recruitment department, and the plans aligned. Students expressed frustration over inadequate communication and increased costs from shipping fees and minimum purchase requirements. Steve assured the Board that he would reach out to the college and advocate for no minimum purchase fees. Concerns were raised about the college prioritizing recruitment over current student needs, as well as unclear guidance on service management and support. The NCSAC has taken on textbook distribution, offering a location for on-campus pickup. Students at the Welland campus worry about further closures, emphasizing the need for better communication and involvement in decision-making processes. Steve explained that NCSAC is always happy and willing to “fill the gaps” in terms of services or items that students are needing. To ensure students have the amenities they need, Steve encouraged the Board to talk to students to see what types of items could be sold in the new student/alumni centre.

6.8.2 Strategic Plan Monitoring Report – Steve Kosh

The Strategic Plan Monitoring Report was sent to the Board at an earlier date for the Board to review.

Steve focused on the Pillars of Priority within the NCSAC Strategic Plan:

NCSAC will focus its efforts and energies in four main areas of priority (pillars):

Supporting the Well-being of Students

Our students face many challenges and can sometimes struggle to be successful. There is a growing need to support students in all aspects of their life. We view enhancing the well-being of the whole student as an important role of NCSAC.

Creating an Environment for Student Success

Academic success is achieved through supporting students to access their education as easily and as effectively as possible. Many barriers exist that impact the student’s ability to

	<p>engage academically. NCSAC will work to recognize and respond to these challenges, so students can thrive.</p> <p><u>Representing Student Interests</u> Through collaboration and cooperation NCSAC will focus on influencing local stakeholders in creating the best possible student experience. In doing so we will strive to ensure that students have the skills and abilities to be great leaders.</p> <p><u>Creating a Sustainable Organization</u> NCSAC recognizes the need to implement sustainability initiatives on campus and become more aware of how the organization can work to be more committed to being more environmentally, socially, and financially conscious (planet, people, prosperity).</p> <p>6.8.3 Ontario Student Voices (OSV) Advocacy Conference Report - Hish Clifford</p> <p>The OSV Advocacy Report was sent to the Board at an earlier date for the Board to review.</p> <p>Hish provided his report from attending the Ontario Student Voices (OSV) Advocacy Week Conference.</p> <p>From November 17 to 21, 2024, representatives from the Niagara College Student Administrative Council (NCSAC) participated in Ontario Student Voices' (OSV) inaugural Advocacy Week at Queen's Park in Toronto to advocate for key post-secondary student issues. The event facilitated productive discussions with provincial leaders, including MPPs Wayne Gates and Jeff Burch, who showed strong support for Niagara College students and a willingness to collaborate further. OSV presented five core policy recommendations: eliminating interest on OSAP loans, addressing food insecurity, improving access to work-integrated learning (WIL), enhancing post-secondary sector sustainability, and reducing cost-of-living pressures. These evidence-based proposals aim to address challenges like financial hardship and limited experiential learning opportunities for students. Advocacy Week underscored OSV's growing influence as a credible voice in provincial policymaking, and NCSAC plans to build on this momentum to strengthen partnerships and support future initiatives that benefit Niagara College students.</p> <p>6.8.4 Meeting Evaluation Report - Chris Fullerton</p> <p>The Meeting Evaluation Report was sent to the Board at an earlier date for the Board to review. Chris reminded the Board members to fill out the survey once they receive it to ensure accurate data collection, as there were only 7 respondents.</p>	
<p>SAC 6.9</p>	<p>Operational Monitoring: Risk Management</p> <p>6.9.1 Compensation & Benefits - Steve Kosh</p> <p>Steve reviewed the Compensation & Benefits section of the Risk Management Policy:</p> <p><i>Neither the President nor the Executive Director shall cause or allow any organizational practice, activity, decision or circumstance, which is:</i></p> <ul style="list-style-type: none"> ▪ <i>illegal</i> ▪ <i>imprudent</i> ▪ <i>unethical</i> <p><i>Specifically, the President and Executive Director shall, individually based on their own areas of responsibility, provide evidence to the Board that the following areas of the operations are managed in ways that are prudent, ethical and legal:</i></p> <p>[...]</p>	

	<p><i>1.3 Compensation and benefits for staff, students and volunteers must be consistent with the geographic and professional market. As well the President nor the Executive Director cannot change their own compensation or benefits.</i></p> <p>Steve explained that geographically, NCSAC is in line with the compensation packages that it offers the staff in the industry. Steve also clarified that the President and Executive Director are not able to change their compensation, and instead any increases are managed in policy and include Consumer Price Index (CPI). All staff salaries and wages are managed by CPI as well.</p> <p>6.9.2 Asset Protection – Steve Kosh</p> <p><i>Neither the President nor the Executive Director shall cause or allow any organizational practice, activity, decision or circumstance, which is:</i></p> <ul style="list-style-type: none"> ▪ <i>illegal</i> ▪ <i>imprudent</i> ▪ <i>unethical</i> <p><i>Specifically, the President and Executive Director shall, individually based on their own areas of responsibility, provide evidence to the Board that the following areas of the operations are managed in ways that are prudent, ethical and legal:</i></p> <p>[...]</p> <p><i>1.6 Protection of assets: There must be proof of adequate insurance, prudent purchasing policies and practices in place.</i></p> <ul style="list-style-type: none"> • <i>As well the image and reputation of the organization must be protected, and relationships with external bodies must be protected and maintained.</i> • <i>Each year, the Board will determine the annual mix of investments (low risk) based on a recommendation from the Executive Director, President and Finance Manager.</i> <p>Insurance is the most important way that NCSAC protects its assets (staff/property). Steve mentioned that NCSAC has Director/Officer Liability Insurance through Hub Insurance. In regards to practices about purchasing, there are procedures in place to ensure NCSAC is being financially responsible. As a not-for-profit student association, NCSAC is limited in how we are able to handle investments.</p>	
<p>SAC 6.10</p>	<p>Board Self-Evaluation</p> <p>6.10.1 Governing Style Policy – Chris Fullerton</p> <p>Chris reviewed the Governing Style Policy with the Board.</p>	
<p>SAC 6.11</p>	<p>Board Decisions/Discussion</p> <p>6.11.1 January Retreat – Heather Storey</p> <p>The NCSAC January Retreat is scheduled from January 3 to January 5, 2025. It begins with campus orientations and presentations on January 3 at the Daniel J. Patterson Campus, followed by travel to the retreat location in Niagara Falls, Ontario. Participants are expected to arrive by 7:00 p.m. Check-out will occur at 11:00 a.m. on January 5, with return travel coordinated to ensure timely arrivals home by 11:30 a.m. The retreat aims to strengthen team bonds, set goals for the final semester, and host College executives on January 4. Heather will circulate more details closer to the Retreat.</p> <p>6.11.2 Election Dates – Heather Storey</p> <p>Heather provided an overview of the key dates for the 2025 NCSAC Elections:</p> <p>Key dates for the NCSAC elections include:</p>	

	<ul style="list-style-type: none"> • January 10, 2025: Presidential Nomination Kits become available. • January 17, 2025: Presidential Nomination Kits are due by 4 p.m. • January 19-21 and 27-29, 2025: Information sessions for candidates. • January 30, 2025: General Election Kits become available. • February 7, 2025: General Election Kits are due by 4 p.m. • March 8, 2025: Campaigning begins at 8 a.m. • March 13, 2025: Voting starts at 12 a.m. • March 14, 2025: Campaigning and voting end at 4 p.m., with results announced at 12 p.m. <p>Heather encouraged any current Board member who is not running in the 2025 Elections to volunteer for one of the information sessions for candidates. If anyone is interested, they are asked to reach out to Heather to sign up.</p> <p>Motion to approve the Election Dates as submitted.</p> <p>Motion by: Krysa McReynolds-Huang Seconded by: Caleb Simoneau</p> <p>All in Favour, Motion Approves.</p>	
<p>SAC 6.12</p>	<p>Meeting Evaluation</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>	
<p>SAC 6.13</p>	<p>Adjournment</p> <p>Motion to adjourn the meeting at 8: 36 p.m.</p> <p>Motion by: Caleb Simoneau Seconded by: Krysa McReynolds-Huang</p> <p>All in Favour, Motion Approved.</p>	