



AGENDA
Board of Directors Meeting
April 8, 2020
Conference Call
Zoom Meeting

Board Chair: Jordan Bingleman
Board Vice Chair: Emanuelle Atsain
Board Secretary: Chris Allan
Scribe: Heather Storey

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| 1. Call to order | 1:00 p.m. |
| 2. Attendance and Quorum Call | 1:01 p.m. |
| 3. Agenda Approval | 1:05 p.m. |
| 4. Conflicts Declared | 1:07 p.m. |
| 5. Board Decisions | |
| 5.1. Strategic Plan – David Veres | 1:10 p.m. |
| 6. Minutes of Last Meeting | |
| 6.1. Board of Directors Conference Call April 1, 2020 | 1:40 p.m. |
| 7. Risk Limit Monitoring Reports | |
| 7.1. Financial Condition – Steve Kosh | 1:42 p.m. |
| 7.2. Staff/Volunteer Treatment – Steve Kosh, Tom Price | 1:52 p.m. |
| 8. Board Self-Evaluation | |
| 8.1. Past Board Member Selection (Board Policies BP #2k - pg. 26) – Tom Price | 1:55 p.m. |
| 9. Board Decisions | |
| 9.1. Ancillary Fees – Tom Price, Steve Kosh | 2:00 p.m. |
| 9.2. Seafood Gala – Tom Price, Steve Kosh | 2:20 p.m. |
| 10. Adjournment | 2:30 p.m. |

Board of Directors Meeting

April 8, 2020
Conference Call
Zoom Meeting

Present: Tom Price Steve Kosh Jordan Bingleman Chris Allan
 Tristen Ritcey Craig Shanks Landry Wamba Talom Emanuelle Atsain

Regrets: Himjot Kaur

Absent: Robert Reid

Guests: David Veres Fope Akomolafe Matthias Negrette Savanna Schnierle
 Vitthil Chugh Alex Vancaeyzeele

Scribe: Heather Storey

Action Items

<p>SAC 11.1</p>	<p>Call to Order</p> <p>The meeting is called to order at 1:02 p.m.</p>	
<p>SAC 11.2</p>	<p>Attendance and Quorum Call</p> <p>PRESENT</p> <ol style="list-style-type: none"> 1. Jordan Bingleman 2. Emma Atsain 3. Chris Allan 4. Tristen Ritcey 5. Landry Wamba Talom 6. Craig Shanks <p>REGRETS</p> <ol style="list-style-type: none"> 1. Himjot Kaur <p>ABSENT</p> <ol style="list-style-type: none"> 1. Robert Reid <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 5/8 Directors must be present.</p> <p>There were 6 Directors present, and therefore quorum was achieved.</p>	
<p>SAC 11.3</p>	<p>Agenda Approval</p> <p>Motion made to approve the agenda for the April 8, 2020 Board of Directors meeting.</p> <p>Motion by: Chris Allan Seconded by: Jordan Bingleman</p> <p>All in Favour, Motion Approved.</p>	

<p>SAC 11.4</p>	<p>Conflicts Declared</p> <p>No conflicts were declared.</p>	
<p>SAC 11.5</p>	<p>Board Decisions</p> <p>11.5.1. Strategic Plan – David Veres</p> <p>David Veres started off my presenting the draft vision, mission, and value statements that were created by the NCSAC Board of Directors, as well as the staff.</p> <p><u>Vision:</u> <i>We; Represent, Support and Enhance Student Life.</i></p> <p><u>Mission:</u></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><u>Values:</u></p> <p><i>We are Accountable. We back up what we say with action and are open and transparent in how we make decisions.</i></p> <p><i>We Represent. We defend and stand up for the rights of our students and their interests.</i></p> <p><i>We are Inclusive. We embrace diversity, are accepting of others, and create a sense of family through collaboration.</i></p> <p><i>We are Adaptable. We demonstrate creativity and take initiative in responding to a changing environment.</i></p> <p>David asked the Directors that if they have any suggestions, alternatives, or potential modifications in regards to the vision, mission, and value statements to forward them to Tom and Steve by Monday April 13, who will consolidate that information and then they will send to David for further revision for approval next week.</p> <p>David also mentioned the common trends and issues that were discussed previously, and they have been narrowed down to ten areas. In lieu of hosting an in-person World Café, David has developed a survey that will be used to gather broader feedback from the broader leadership group (current Board, incoming Board, part-time staff, etc.). On April 20, 2020 a virtual World Café will take place on Zoom Meetings.</p>	<p>David Veres</p>
<p>11.6</p>	<p>Minutes of Last Meeting</p> <p>11.6.1. Board of Directors Conference Call April 1, 2020</p> <p>Motion to approve the minutes from the April 1, 2020 Board of Directors Conference Call as submitted.</p> <p>Motion by: Craig Shanks Seconded by: Tristen Ritcey</p> <p>All in Favour, Motion Approved.</p>	
<p>11.7</p>	<p>Risk Limit Monitoring Reports</p> <p>11.7.1. Financial Condition – Steve Kosh</p>	

	<p>Karen was able to close off February, however due to the college not working in their typical capacity, Karen will be unable to close out March.</p> <p>Steve noted that NCSAC has overcollected the Building admin fees in terms of about \$182,000.</p> <p>Steve also wanted to draw the Board's attention to the Wages line. This budget is over by about \$30,000. There is still another payroll that will be reflected in the March budget, which will make the overage for this budget line probably closer to \$75,000.</p> <p>Steve also mentioned that the Orientation budget appears to be over by 47,000, however the additional funds that were approved by the Board at the December Board meeting hasn't been reflected in this yet.</p> <p>11.7.2. Treatment of Staff & Volunteers – Steve Kosh, Tom Price</p> <p>Review of NCSAC's treatment of staff and volunteers is covered in the NCSAC Board Policies under the Global Risk Limit Policy. It states:</p> <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>1.2. Treatment of staff and volunteers. <i>This includes paid and unpaid and students. There must be a complete set of internal human resource policies in place covering employment rules, fair treatment, job descriptions, benefits, discipline, training, accountability and grievance processes.</i></p> <p>Tom ensured the Board that all NCSAC staff and volunteers are treated fairly as shown through the NCSAC Board Policies and Procedures, adhering to Statement 2.2. listed above.</p> <p>Steve mentioned that for next year he would like to see NCSAC survey staff and volunteers as they are beginning, and also when they are ending their involvement with NCSAC. These survey results will be shared with the Board to display NCSAC's treatment of staff and volunteers.</p>	
<p>11.8</p>	<p>Board Self Evaluation</p> <p>11.8.1. Past Board Member Selection – Tom Price</p> <p>Each year the NCSAC Board of Directors, Past Board Member position is selected for the following academic year. Tom wanted to ensure that the current NCSAC Board is aware of the process for nominating and selecting the Past Board Member for the following year. Tom encouraged those Board members who are interested, to review the policy and familiarize themselves with the process. This selection process will take place at the end of April.</p>	
<p>SAC 11.9</p>	<p>Board Decisions</p> <p>11.9.1. Ancillary Fees – Tom Price, Steve Kosh</p> <p>By the end of April, the college has to have their fees approved by the Board of Governors. Prior to that, according to Ministry Guidelines, NCSAC has to have input and approve the package of fees, so that the Board of Governors endorses the fees that are presented.</p>	

There has been no major changes, with the exception of the Be World Ready fee being eliminated, due to COVID-19.

In addition, the \$500 deposit that students are required to pay at the beginning of their school year will now be broken up into term billing, meaning that instead of students needing to pay \$500 at once for the year, they will be required to pay \$250/semester.

Steve also noted that there will be verbage in this year's Ancillary Fees from Colleges Ontario, the governing body that overs the 23 colleges in Ontario went and got a legal opinion from the lawyer in Ottawa in regards to the Student Choice Initiative being 'unlawful'. The recommendation from the lawyer was that all student associations in Ontario go back to mandatory fees. At Niagara College, NCSAC is being asked to still report the fees separately (i.e. events, services, clubs), however students will not have the ability to opt out of the fees.

Adam Dusome, NC Registrar, would like to have a survey set up for approval from this year's NCSAC Board after looking over all of the documents and asking some questions. Adam will likely hold a Zoom meeting and then circulate the survey. After receiving endorsement from NCSAC, the fees will then be presented and approved at the Board of Governors.

11.9.2. Seafood Gala – Tom Price, Steve Kosh

NCSAC (and all other Seafood Gala ticket purchasers), have been approached by Joanne Comeau of The Foundation, to donate their ticket purchases to The Foundation, rather than receive a refund as the 2020 Seafood Gala has been cancelled due to COVID-19. Ticket purchasers were given three options: (1) Have the ticket cost be put towards a ticket for next year's Seafood Gala; (2) Have the money redirected and donated to student scholarships and bursaries; (3) Ticket purchasers receive a refund for the ticket price.

Motion to approve the redirection of the \$3,000 cost of Seafood Gala tickets, to student scholarships and bursaries awarded through the Niagara College Foundation.

Motion by: Landry Wamba Talom
Seconded by: Jordan Bingleman

Discussion: It was stated that regardless of what option NCSAC chooses, the money will still go towards helping students. It was asked if perhaps the funds would be more valuable if it were to be reallocated to the Nourishing Minds Grocery Gift Card Program to help support students while navigating this uncertain time during COVID-19. It was also stated that, in regards to a relationship building piece, Niagara College did just donate \$50,000 to the Nourishing Minds Grocery Gift Card Program. Steve also mentioned that NCSAC does have a Scholarships & Bursaries fund and NCSAC has already donated \$25,000/year and there is still money in that budgetline available to perhaps reallocate some more money to the Foundation. Regardless of the decision, Steve and Tom will draft a letter explaining NCSAC's decision to the Foundation.

In Favour: 3
Opposed: 3

Motion Defeated.

Motion to approve the redirection of the \$3,000 cost of Seafood Gala tickets,

	<p>to the Nourishing Minds grocery gift card virtual program.</p> <p>Motion by: Chris Allan Seconded by: Tristen Ritcey</p> <p>Discussion: Steve will work with Karen to reallocate the funds to the Nourishing Minds Grocery Gift Card Program, which will bring the donation tally for the program to approximately \$7,000 in addition to the \$100,000 (NCSAC and NC contribution of \$50,000/each).</p> <p>All in Favour, Motion Approved.</p>	
<p>SAC 11.10</p>	<p>Adjournment</p> <p>Motion to adjourn the meeting at 1:44 p.m.</p> <p>Motion by: Chris Allan Seconded by: Craig Shanks</p> <p>All in Favour, Motion Approved.</p>	

Approved:

Board Chair

Board Secretary