

AGENDA
Board of Directors Meeting
January 24, 2022
Virtual Meeting
Zoom

Board Chair: Fope Akomolafe
Board Secretary: Karly Mallett
Board Co-Vice Chairs: Marianna Spivak & Ian Mehlenbacher
Scribe: Heather Storey

- 1. Presidential Vote of Confidence**

- 2. Call to order** 7:30 p.m.
- 3. Reconciliation Statement** 7:31 p.m.
- 4. Attendance and Quorum Call** 7:32 p.m.
- 5. Agenda & Motions Approval** 7:33 p.m.
- 6. Conflicts Declared** 7:34 p.m.

- 7. Minutes of Last Meeting**
 - 7.1. Board of Directors Meeting December 16, 2021 7:35 p.m.
 - 7.2. Board of Directors Vice Chair Selection Meeting January 7, 2022 7:36 p.m.

- 8. Board Education: Internal & External**
 - 8.1. President's Report – Sam Jemison 7:37 p.m.
 - 8.2. Executive Director's Report – Steve Kosh 7:40 p.m.
 - 8.3. Ownership Linkage Report – Sam Jemison 7:43 p.m.

- 9. Risk Limit Monitoring Reports**
 - 9.1. Financial Condition – Steve Kosh 7:45 p.m.
 - 9.2. Communication & Support to Board – Steve Kosh 7:50 p.m.

- 10. Ends Policy Development & Monitoring**
 - 10.1. Reconsider Ends in Light of Education and Ownership Input – Sam Jemison 8:00 p.m.

- 11. Board Self-Evaluation**
 - 11.1. Global Board Process (BP #1) – Marianna Spivak 8:10 p.m.
 - 11.2. Annual Planning (BP #2g) – Ian Mehlenbacher 8:15 p.m.

- 12. Board Decisions**
 - 12.1. Transit Referendum – Steve Kosh 8:20 p.m.
 - 12.2. Annual General Meeting: Dates – Steve Kosh 8:40 p.m.

- 13. Strategic Plan Monitoring**
 - 11.1. Supporting the Well-being of Students – Karly Mallett 8:42 p.m.

- 14. Meeting Evaluation** 8:45 p.m.
- 15. Adjournment** 8:50 p.m.

Board of Directors Meeting

January 24, 2022

Virtual Meeting

Zoom

Present: Steve Kosh Sam Jemison Urooj Rajput Marianna Spivak
 Andrew,Dykstra Dipal Patel Karly Mallett Ola Ajileye
 Fope Akomolafe Kathryn Carandang Ian Mehlenbacher Heather Morris
 Mellisa Moses

Guests: Sobhanjana Bose

Scribe: Heather Storey

Action Items

SAC 8.1	Presidential Vote of Confidence	
SAC 8.2	Call to Order The meeting is called to order at 8:03 p.m.	
SAC 8.3	Reconciliation Statement 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.	
SAC 8.4	Attendance and Quorum Call When your name is called, please raise your hand and say “present” PRESENT: 1. Urooj Rajput 2. Ian Mehlenbacher 3. Andrew,Dykstra 4. Dipal Patel 5. Karly Mallett 6. Marianna Spivak 7. Kathryn Carandang 8. Fope Akomolafe 9. Ola Ajileye 10. Heather Morris 11. Mellisa Moses According to the NCSAC By-laws Article 6: Meetings of Directors 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. Majority = 50% +1 which is 7/11 Directors must be present. There were 11 Directors present, and therefore quorum was achieved.	
SAC	Agenda & Motions Approval	

<p>8.5</p>	<p>Motion made to approve the agenda for the January 24, 2022 Board of Directors meeting as submitted.</p> <p>Motion by: Karly Mallett Seconded by: Ian Mehlenbacher</p> <p>Discussion: Sam asked for Agenda Item 10.1 "Reconsider Ends in Light of Education and Ownership Input" be tabled to the February Board of Directors Meeting. In addition, it was asked for Agenda Item 16 "In Camera" be removed.</p> <p>All in Favour, Motion Carried.</p> <p>Motion made to approve the prepared motions for the January 24, 2022 Board of Directors meeting as submitted.</p> <p>Motion by: Marianna Spivak Seconded by: Mellisa Moses</p> <p>All in Favour, Motion Carried.</p>	
<p>SAC 8.6</p>	<p>Conflicts Declared</p> <p>No conflicts were declared.</p>	
<p>SAC 8.7</p>	<p>Minutes of Last Meeting</p> <p>8.7.1. Minutes from December 16, 2021</p> <p>Motion to approve the meeting minutes from the December 16, 2021 Board of Directors Meeting as submitted.</p> <p>Motion by: Urooj Rajput Seconded by: Ian Mehlenbacher</p> <p>In Favour: 10 Abstain: 1</p> <p>Motion Carried.</p> <p>8.7.2. Minutes from January 7, 2022</p> <p>Motion to approve the meeting minutes from the January 7, 2022 Board Vice Chair Selection Meeting as submitted.</p> <p>Motion by: Marianna Spivak Seconded by: Karly Mallett</p> <p>All in Favour, Motion Carried.</p>	
<p>SAC 8.8</p>	<p>Board Education: Internal & External</p> <p>8.8.1. 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>8.8.2. Executive Director Report – Steve Kosh</p> <p>After submission, there was an announcement from the Ontario Government regarding lifting some restriction on campus. In the Executive Director Report, it is</p>	

	<p>mentioned that Steve is currently working with the college regarding re-opening. Steve is hoping that between now and the 7th week of the semester that there are more announcements made in a positive light. As of right now, it is likely that the NCSAC food outlets will be allowed to open. Steve mentioned that after the 7th week of classes if the college returns to more in-person learning, the NCSAC offices will be open. In mid-December, NCSAC received approval to re-open the pubs, however due to the last lockdown, that decision was rescinded. Steve has had conversations with the NCSAC Operations Manager, and there is a concern that if the pubs are able to re-open that staffing may cause an issue with such a tight timeline for hiring and training. Steve is working with the college to inquire if NCSAC is allowed to re-open the pubs, the next hurdle will be to look at on-campus student population to see if this is feasible. Steve will update the Board as more information becomes available.</p> <p>8.8.3. Ownership Linkage Report – Sam Jemison</p> <p>Sam and Steve will meet to create some formalized questions to pose to students for the “DM Us” campaign.</p> <p>In January, the majority of the questions being asked by students are surrounding transit, more specifically students having concerns that they no longer qualify for the transit bursary program since the first 7 weeks of classes are virtual. Only those students who have on-campus classes qualify.</p>	
<p>SAC 8.9</p>	<p>Risk Limit Monitoring Reports</p> <p>8.9.1 Financial Condition – Steve Kosh</p> <p>This is a time for the board to look at NCSAC’s financials to ensure the organization is operating in a fiscally responsible manner. Steve was planning on bringing a budget to the Board to reallocate some budget lines to ensure that NCSAC balances by the end of the year, however due to the lockdown there has been a lot of student refunds for the January semester, and therefore it is extremely difficult to propose budget reallocations. Steve is working with the NCSAC Finance Manager to present a detailed budget that will be brought to the February Board meeting for the Board to review.</p> <p>8.9.2 Communication & Support to Board – Steve Kosh</p> <p>Steve covered the topic of Communication & Support to Board in two separate categories:</p> <ol style="list-style-type: none"> 1. <u>Support to the Board</u> NCSAC is involved in supporting potential Directors right from the beginning when they decide to run in the student government elections at the All Candidates meetings, where there is a lot of information covered and many questions answered about what it means to be a Director at NCSAC and about student government in general. The Chief Returning Officer (CRO), DRO (Deputy Returning Officer), and the Campaign Team work together to support all students and guide them through the entire elections process. Once the Board begins their term of office, one of the main ways that the organization supports the Board is through Retreats. At the May Retreat the focus is educating the Board on what NCSAC is and what it means to be a Director, but also a heavy focus on team building and getting to know one another. At the August/September Retreat Directors are prepped for the campus return of students, as well as different departments are invited to speak to the Board about the different services available on campus. The last Retreat in January helps support the Board to create a plan for a strong finish and will have a heavy focus on 	

	<p>goal setting. Additionally, the organization supports the Board through the monthly Board meetings; these meetings are used as a learning opportunity and the staff will often pause the meeting for a teachable moment. Directors can learn a lot about good governance in Board meetings and can add more 'tools' to their 'toolbox' that they can potentially take to a different Board community. NCSAC also supports the Board by hiring industry experts, consultants, and external facilitators to educate the board. Lastly, the Board is supported financially as well by receiving an honorarium for a 'thank you' for their time.</p> <p>2. <u>Communication Channels</u> Some communication tools that NCSAC employs in order to communicate with the Board include Zoom meetings, the governance portal "Aprio", E-mail, and Retreats for information sharing.</p>	
<p>SAC 8.10</p>	<p>Ends Policy Development & Monitoring</p> <p>8.10.1 Reconsider Ends in Light of Education and Ownership Input – Sam Jemison</p> <p>This item has been tabled until the February Board meeting.</p>	
<p>SAC 8.11</p>	<p>Board Self-Evaluation</p> <p>8.11.1. Global Board Process (BP #1) – Marianna Spivak</p> <p>Marianna reviewed the Global Board Process Policy with the Board.</p> <p>8.11.2. Annual Planning (BP #2g) – Ian Mehlenbacher</p> <p>Ian reviewed the Annual Planning Policy with the Board.</p>	
<p>SAC 8.12</p>	<p>Board Decisions</p> <p>8.12.1. Transit Referendum – Steve Kosh</p> <p>Steve provided some historical context for the Board informing them that before the pandemic, two years ago NCSAC did have a bus pass for NC students, the U-Pass. A common misconception was that a lot of students were under the impression that the cost of the U-Pass was included in their tuition. Students paid an ancillary fee of \$190/semester, the actual true cost of the pass was \$260/semester. Every semester, the college and NCSAC would absorb the cost of \$70/student.</p> <p>In January – February 2020, NCSAC was in negotiations with Niagara Region to discuss the cost of the U-Pass for the following year. The Region was looking for an increase from \$260/semester to \$350/semester (\$90 increase), Steve pointed out however that students were actually only paying \$190/semester, so the increase to \$350/semester would appear to a student that the increase was \$160/semester as opposed to the actual increase of \$90/semester. During these negotiations the Region and NCSAC were so far apart, and the discussions were becoming contentious.</p> <p>Due to the pandemic and campuses being shut down and classes moving on-line the U-Pass program was suspended. Since it's been two years, the U-Pass fee has fallen off of the Ancillary Fee Protocol Agreement, and we could no longer postpone this fee, which is why the program was cancelled.</p> <p>NCSAC is currently awaiting a price from the Region on what they are looking for each semester for the U-Pass. These conversations are already happening, and NCSAC has a meeting with the college early next week to help aid in the</p>	

	<p>negotiations with the Region. These negotiations need to move quickly, in order to pose the question to the students during the NCSAC Elections in March. We also need time for an educational campaign to inform students of each outcome of the referendum, as well as address the costing, how to use the pass, what buses they will have access to, if students still need to pay for parking if they ride the bus, etc. This campaign usually runs 2-3 weeks prior to the vote to ensure that the students are informed when they are voting. Regarding timeline, NCSAC has approximately 1 month to work with the Region to come up with the cost of the U-Pass. The negotiation team for NC will consist of Steve Kosh, Sam Jemison, Vince Malvaso – Manager of Finance, Mark Nantel – Vice President of Research & External Relations, and Adam Dusome – Registrar, Enrolment Services.</p> <p>There was a question asked regarding if the referendum fails if there is a possibility to approach the Region to sell individual discounted bus passes to students. Steve stated that the Region has denied this request in the past, however it doesn't hurt to ask again. Steve assured the Board that if the referendum fails that NCSAC will advocate for students and do their best to come up with some type of solution for bus riders.</p> <p>8.12.2. Annual General Meeting: Dates – Steve Kosh</p> <p>In the past, the Annual General Meeting (AGM) has been held in January. As a membership organization the members are supposed to elect the Board at a meeting of the members. Pushing the AGM to April will better align NCSAC with our own by-laws, as well as holding it a couple weeks after the elections conclude will allow the organization to ratify the successful candidates. The proposed date for the AGM is April 6, 2022 (likely virtual).</p> <p>Motion to approve the proposed Annual General Meeting date.</p> <p>Motion by: Urooj Rajput Seconded by: Dipal Patel</p> <p>All in Favour, Motion Carried.</p>	
<p>SAC 8.13</p>	<p>Strategic Plan Monitoring</p> <p>8.13.1. Strategic Plan (Supporting the Well-Being of Students) – Karly Mallett</p> <p>Each Board meeting, a particular section of the NCSAC Strategic Plan will be reviewed.</p> <p><i>Supporting the Well-being of Students</i> Our students face many challenges and can sometimes struggle to be successful. There is a growing need to support students in all aspects of the life. We view enhancing the well-being of the whole student as an important role of NCSAC.</p> <p><i>Supporting the Well-being of Students</i></p> <p>Through activities, actions, and services, NCSAC will ensure that the overall health of all our students is at the forefront of what we do</p> <ul style="list-style-type: none"> ○ Produce and promote “Wellness Week” activities each semester in collaboration with Niagara College (NC) Health, Wellness & Accessibility, and Niagara Regional Health ○ Evaluate the student Health & Dental plan program annually using student feedback and utilization metrics to ensure the appropriate level and types of services needed by the students is provided in an affordable manner 	

	<ul style="list-style-type: none"> ○ Work in conjunction with NC Health & Safety as well as the Incident Management Team (IMT) to ensure a safe environment for students. <p>Provide social programs and event that support an enhanced student school-life balance</p> <ul style="list-style-type: none"> ○ Collaborate with the Centre for Student Engagement and Leadership (CSEL), International Department, Indigenous Education, Learning and Library Commons (LLC), Athletics and other NC departments to provide the "fun element" to all campus activities ○ Operate the primary Orientation events at the beginning of each semester with a focus on educating and entertaining our NC students and community ○ Increase promotion of the Clubs program to encourage the growth of both academic and general interest clubs <p>Enhance food security through NCSAC led activities in partnership with other on-campus resources</p> <ul style="list-style-type: none"> ○ Expansion of the <i>Nourishing Minds</i> Program through NCSAC Food and Beverage department and in collaboration with Canadian Food & Wine Institute (CWFI) ○ Review and revise the <i>Grocery Gift Card</i> program through the engagement of related NC departments to ensure that the program reaches those most in need and is delivered in a more efficient manner ○ Develop a partnership with on Campus Residence and other NC departments to develop cooking classes (virtual and/or face to face) for NC students <p>Collaborate with college and community stakeholders to promote programs and services rooted at building healthy relationships and raising awareness on sexual violence</p> <ul style="list-style-type: none"> ○ Include the "Consent is Key" video and other educational material in the execution of each semester Orientation, and other NCSAC events ○ Collaborate with the Students Rights and Responsibilities Office to execute combined programming and communication specific to sexual violence education ○ Identify and promote NC and community services that support individuals who have been confronted with sexual violence. 	
<p>SAC 8.14</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 8.15</p>	<p>Adjournment</p> <p>Motion to adjourn the meeting at 9:01 p.m.</p> <p>Motion by: Andrew Dykstra Seconded by: Kathryn Carandang</p> <p>All in Favour, Motion Carried.</p>	

Approved:

Board Chair

Board Secretary