



AGENDA
Board of Directors Meeting
April 17, 2024
Daniel J. Patterson Campus
Board Room N018

Board Chair: Joel Droogh
Board Vice Chair: Melissa Graham
Board Secretary: Nishchay Pal
Scribe: Heather Storey

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| 1. Call to order | 7:00 p.m. |
| 2. Reconciliation Statement | 7:02 p.m. |
| 3. Attendance and Quorum Call | 7:04 p.m. |
| 4. Agenda & Motions Approval | 7:09 p.m. |
| 5. Conflicts Declared | 7:12 p.m. |
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| 6. College Presentation: Capital Vision | 7:14 p.m. |
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| 7. Meetings of Last Meeting | |
| 7.1. February 22, 2024 | 7:39 p.m. |
| 7.2. Ancillary Fee Meeting Notes (March 19, 2024) | 7:41 p.m. |
| 7.3. By-law Amendments & Budget Approval (Aprio Vote – March 20, 2024) | 7:43 p.m. |
| 7.4. Annual General Meeting Minutes (April 2, 2024) | 7:45 p.m. |
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| 8. Board Education: Internal & External | |
| 8.1. President’s Report – Dipal Patel | 7:47 p.m. |
| 8.2. Executive Director’s Report – Steve Kosh | 7:49p.m. |
| 8.3. Ownership Linkage Report (End of Semester Survey) – Dipal Patel | 7:51 p.m.. |
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| 9. Operational Monitoring: Risk Management | |
| 9.1. Financial Condition Update – Steve Kosh | 7:55 p.m. |
| 9.2. Relevant Legislation – Steve Kosh | 8:00 p.m. |
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| 10. Board Self-Evaluation | |
| 10.1. Past Board Member Selection – Steve Kosh | 8:05 p.m. |
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| 11. Board Decisions/Discussions | |
| 11.1. CEO Performance Review – Steve Kosh | 8:10 p.m. |
| 11.2. Strategic Plan – Steve Kosh | 8:15 p.m. |
| 11.3. Capital Vision – Steve Kosh, Dipal Patel | 8:25 p.m. |
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| 12. Meeting Evaluation | 8:40 p.m. |
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| 13. Adjournment | 8:45 p.m. |

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Board of Directors Meeting

April 17, 2024

Daniel J. Patterson Campus

Present: Steve Kosh Dipal Patel Nikhil Gupta Joel Droogh
Grace Stanley Melissa Graham Chris Fullerton Bernie Canillas
Lindsay Dockrill

Regrets: Michael Villaspin Nishchay Pal Prabin Bajal

Guests: Patricia General
Carmella Broccolo-Criger
Mercy Deborah Santhana Krishnan
Hish Clifford
Devin Garrah
Hamza Albashatweh
Krysa McReynolds-Huang

College Guests: Sean Kennedy Chris McGrath Gord Arbeau Vince Malvaso

Scribe: Heather Storey

Action Items

SAC 11.1	Call to Order The meeting is called to order at 7:00 p.m.	
SAC 11.2	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 11.3	Attendance and Quorum Call PRESENT 1. Nikhil Gupta 2. Joel Droogh 3. Grace Stanley (arrived at 7:04 p.m.) 4. Melissa Graham 5. Chris Fullerton 6. Bernie Canillas 7. Lindsay Dockrill REGRETS 1. Michael Villaspin 2. Nishchay Pal 3. Prabin Bajal According to the NCSAC By-laws Article 6: Meetings of Directors	

	<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>SAC 11.4</p>	<p>Agenda & Motions Approval</p> <p>Motion made to approve the agenda for the April 17, 2024 Board of Directors meeting as submitted.</p> <p>Motion by: Chris Fullerton Seconded by: Bernie Canillas</p> <p>All in Favour, Motion Carried.</p> <p>Motion made to approve the prepared motions for the April 17, 2024 Board of Directors meeting as submitted.</p> <p>Motion by: Melissa Graham Seconded by: Chris Fullerton</p> <p>Discussion: Steve stated that there has been a motion added regarding the Capital Vision agenda item: <i>Motion made to approve \$20 million towards the Niagara College Capital Vision 2024 campaign (on behalf of the students of Niagara College) under the conditions that the specifics detailed in the NCSAC/Niagara College Fee Agreement and the Memorandum of Understanding (MoU) are amended and agreed upon.</i></p> <p>All in Favour, Motion Carried.</p>	
<p>SAC 11.5</p>	<p>Conflicts Declared</p> <p>No conflicts were declared.</p>	
<p>SAC 11.6</p>	<p>College Presentation: Capital Vision</p> <p>11.6.1 Capital Vision: Masterplan - Sean Kennedy, Chris McGrath, Gord Arbeau, Vince Malvaso</p> <p>Sean Kennedy spoke of the strong partnership that the college and NCSAC has, and how it serves the students in a remarkable way. He explained that the college is looking for NCSAC's support in building something that is truly unique and that currently does not exist on campus. This space will be the new main entrance, a space for students and alumni to gather, to reflect a 'family room' feel, to welcome everyone who comes to Niagara College.</p> <p>Sean introduced Chris McGrath, Vice President of Students, Gord Arbeau, Vice President of Advancement, and Vince Malvaso, Senior Director of Finance.</p> <p>Two years ago, approved an ambition multi-year Strategic Plan. This Plan reflected who NC is, but also who NC wants to be in the future and what we want to accomplish. In the Strategic Plan, it reads, "We will nurture and leverage our relationship with NCSAC to enhance the student voice and enhance the student experience." Sean explained that the ask tonight, is related directly to this point. Additionally, another point reads, "To create learning and living spaces to have an environment so all students can thrive". Sean called attention to the importance of enhancing spaces and opportunities for students to build community and connect, Sean mentioned that this is something that is currently missing on campus.</p> <p>Sean also spoke of the importance of incorporating alumni in this new space, and creating a culture of mentorship, connectivity, and networking.</p>	

The ask tonight is for an extension of the “west wing expansion”. The executive team provided images and rough renderings of where the centre will be located on campus. This build will become the new main entrance of the campus.

Sean informed the Board that this is one of many projects that will be underway in the next couple of years as the college undertakes the largest capital transformation campus redevelopment in Niagara College history. In addition to this space, NC is looking to two major expansions to Welland, (1) Allied Health & Community Services space, (2) Skilled Trades & Technology space. Sean also stated that in September 2025, the new varsity field at the front of the Welland Campus will be open. At DJP, the wine visitor education centre will be expanded, and the other two major projects is to build new residences on each campus. The total estimated cost for this set of transformational projects is \$350 million. Funding for this project comes from NC, the new ‘Together Campaign’, and partnerships.

Chris explained that the intention behind this new build is for it to be student-centric, and hone in on experiential learning, social inclusion, collaboration, indigenous space, religion and reflective space. This would not be a space focused on academic purposes.

Through consultations, feedback that was received included new study spaces, new collaboration meeting spaces, and improved outdoor spaces, and these 3 top themes came before improved classrooms.

Gord discussed the Together Campaign and explained that the campaign is an organization method of process to bring together priority projects, “our college, our future”.

Gord mentioned that there are several pillars present with this campaign, including more student focused/centred spaces. The capital projects that NC is raising funds in support of all lead to better outcomes for students.

Something that is missing on this campus is a space for students to meet with other students, a space to relax and spend time together, and a space for alumni to come back to. In a survey conducted in 2019, over 3,000 alumni responded, and articulated that they would like increased opportunity to come back to NC and interact with current students. Alumni were also asked how NC could serve them better, and four themes emerged:

1. Have better connection with other alumni and current students
2. Access to career development opportunities
3. Space to have gatherings/events with other alumni and students
4. Hungry for opportunities to give back to other students (mentoring, counselling, coaching, hiring)

90% of the survey respondents live within a three-hour drive of the campus; if there was a student/alumni centre, there would be many alumni able to access the campus. Gord also mentioned that NC is wanting to expand alumni programming and offering more activities and events in order to support graduates of NC, and this space would house those gatherings.

Chris spoke about the energy and ethos of Niagara College and explained that in the initial conversations the question of ‘what would this place be?’ was posed. Some things that came out of those conversations was that this building could be a place for students to connect with one another, a space for creativity, a gaming lounge, a contemplative or meditative space for students to reflect and engage in spiritual practice, a space for co-op students to gather, a space for students to collaborate, on both academic and non-academic initiatives. It could also be a space for campaigners, or speakers. Above all else, this is a space for current students and alumni to exist in community together.

Chris also briefly spoke about the different levels of assistance, starting with self-help, followed by peer-help, and then professional help.

Some different design concepts were presented to the Board from different institutions.

Sean reminded the Board that the college is asking NCSAC to support an extension of the Student Centre Ancillary Fee beyond the 2036-2037 academic year, to be levied in perpetuity as an ongoing contribution from NCSAC to support campus development and renewal that directly supports student engagement and success. NCSAC is also asked to consider the payment schedule scenarios in Table 1, and to approve an approach to extend the levy of the Student Centre Ancillary Fee.

TABLE 1: PROPOSED FEE SCHEDULES

Schedule Scenario	Assumptions	Existing pledge period	New pledge period
1	Existing pledge original end date 2036/2037. Update base enrolment 12,000 FTE. Continue with average 5% fee increase per year. Present Value est. 6.5%*	2022/2023 to 2035/2036 (13.5 years)	2035/2036 to 2040/2041 (5.5 years)
2	Building fee set to 2024/2025 level with an annual inflationary increase (est. 3%) Base enrolment of 12,000 FTE Present Value est. 6.5%*	2022/2023 to 2036/2037 (15 years)	2037/2038 to 2044/2045 (8 years)

Present values are subject to confirmation from Niagara College Finance.

The Board is invited to affirm that the first \$20 million collected through the Student Centre Ancillary Fee will be recognized as a pledge by NCSAC to the Niagara College “Together: Our College, Our Future” Campaign to contribute to the proposed Student + Alumni Centre. NCSAC is also asked to accept the college’s commitment to be an equal partner, cost-sharing in the construction of the Student + Alumni Centre. Lastly NCSAC is asked to commit to working with the college to develop a framework through which decisions can be made relating to the distribution of fees beyond pledge to support future capital renewal and investment projects.

Questions

How does the reduction in enrolment for international students affect the numbers?

Sean said he is very pleased to say there has been a surge in domestic enrolment, which will offset the slight reduction in international students for this coming year. Sean stated that it is expected that Fall 2024 and Winter 2025 will have record enrolment at Niagara College, and that the college is extraordinary well-positioned compared to most other post-secondary institution and forging out own path. The impact of the IRCC changes and provincial allocations will be at the NCT campus, and there will be significant decrease in enrolment. It was noted that this revenue collected from NCT was also kept separate from NC budget.

	<p><i>If the province freezes tuition, will this project still be funded?</i></p> <p>Yes, tuition and ancillary fees are separate. The student Centre Building fee, this is an ancillary fee that is levied by the student representatives onto its members, and therefore it is not subject to any policies or protocols meaning that NCSAC has governance authority over it.</p> <p><i>This proposal feels short on time, why wasn't NCSAC involved sooner?</i></p> <p>Steve mentioned that these proposals often come to Steve and Dipal months before. Gord approached Steve months prior, and from there, different conversations have happened leading up to approaching the Board. The college wanted to come to the outgoing Board, who is well educated and familiar with fee agreements, as opposed to bringing this ask to the September Board meeting to the new Board, who may not be as familiar with fee agreements. Sean also mentioned that this project is continuously evolving, and fast-moving, and the Board was involved as soon as projects were prioritized.</p> <p><i>Has the NCSAC Finance Manager, Mike Hartigan, had a chance to review the proposal?</i></p> <p>Mike is currently familiarizing himself with all of NCSAC's financial accounts and protocols, as he has only been with the organization for three weeks.</p> <p><i>Is NCSAC in a position to take this pledge on?</i></p> <p>The Student Centre building fee does not affect the NCSAC operating budget, and therefore wouldn't impact the work NCSAC does, or the services we provide to students (these are levied by other ancillary fees). Steve also discussed writing and implementing a Memorandum of Understanding (MoU) with the college to ensure NCSAC priorities are implemented.</p> <p><i>How does the Student and Alumni Centre building compare with other priority projects, such as new Residence buildings?</i></p> <p>NC has committed to expanding the student housing options across the college over the years to come. The first project that is going to be moving forward is the residence building at the Welland campus. NC is currently in the mid-stages of developing that project scope, but concurrently, NC is launching a student housing strategy which will leverage the Welland campus construction and expansion to look broadly at what are the sequence of other things that need to be put in place to enhance access to food, shelter, safety, etc. It includes looking at residence expansion at DJP campus, includes looking at the types of partnerships we have around ensuring students have access to quick, accurate detailed information on off campus housing, and opportunity to learn about finding housing. It also connects to transit and the U-Pass, food services availability after hours, etc. This will be the blueprint going forward. The Welland campus will be first, and then construction at DJP will take place. This is a connect variable. If there was more students on campus, student life on campus needs a 'family room' that can be found at the student and alumni centre.</p> <p><i>How will changing interest rates impact the pay schedule, and why is the proposed collection of this fee in perpetuity?</i></p> <p>Vince referred to the existing agreement and stated that a change in the interest rates won't affect the agreement and the fee that is listed on the fee schedule. What happens, as we proceed with the construction, the construction costs are upfront and then its future cash flow is then paying that back, but it is not an adjusted to a mortgage rate. Vince also mentioned that the fee schedule is based on 12,000 students, which is a conservative number predicting enrolment, meaning that if enrolment is higher, it's possible that this fee is paid off faster. Regarding the language around 'in perpetuity', Steve educated the Board that future Board's will be approached by the college to possibly build, maintain, or renovate buildings in the future, and that student building fee will likely always be an ancillary fee at NC. Vince also mentioned that there is an annual piece where NC and NCSAC will connect regarding these agreements.</p>	
<p>SAC 11.7</p>	<p>Approval of Previous Meeting Minutes</p>	

	<p>11.7.1 Motion to approve the Previous Meeting Minutes from the February 22, 2024 Board of Directors Meeting as submitted.</p> <p>Motion by: Chris Fullerton Seconded by: Bernie Canillas</p> <p>All in Favour, Motion Carried.</p> <p>10.7.2 Motion to approve the Ancillary Fee Meeting Notes from March 19, 2024 as submitted.</p> <p>Motion by: Melissa Graham Seconded by: Lindsay Dockrill</p> <p>All in Favour, Motion Carried.</p> <p>11.7.3 Motion to approve the By-law Amendment & Budget Approval – Aprio Vote Minutes from March 20, 2024 as submitted.</p> <p>Motion by: Nikhil Gupta Seconded by: Chris Fullerton</p> <p>All in Favour, Motion Carried.</p> <p>11.7.4 Motion to approve the Annual General Meeting Minutes from the April 2, 2024 Annual General Meeting as submitted.</p> <p>Motion by: Grace Stanley Seconded by: Chris Fullerton</p> <p>All in Favour, Motion Carried.</p>	
<p>SAC 11.8</p>	<p>Board Education: Internal & External</p> <p>11.8.1. President’s Report – Dipal Patel</p> <p>The President’s Report was sent to the Board at an earlier date for the Board to review.</p> <p>Dipal took a moment to appreciate each board member for their exceptional service on 2023-24 NCSAC board, she stated that their dedication to student advocacy is appreciated.</p> <p>Dipal was happy to share that the government announced Canada’s \$500 million new Youth Mental Health Fund, which will help younger Canadians access the mental health care they need, by reducing wait times and providing more care options.</p> <p>Patel was invited to shoot a documentary by some BRTF students regarding her journey to becoming NCSAC president, as they are hoping for students to learn how getting involved can change your college experience.</p> <p>As the end of term approaches, Patel was able to celebrate our amazing students at the NC Athletic awards, international student scholarship awards and our NCSAC scholarship awards at the Night of Excellence. In additional, Dipal attended the NC Gala 2024 alongside the NCSAC Board of Directors and staff, where funds to raise 50 scholarships were raised along with some exciting announcements of more than \$2 million dollars in funding announced.</p> <p>The NCSAC AGM 2024 was a success reaching quorum to hold the meeting. Dipal attended her first Welland Town and Gown Committee meeting as a voting member to represent the student voice at the table. As many of you know, we brought in Transit councillor Caleb Ratzlaff during February for U-pass advocacy and feedback from NC students. Patel is very happy to share that Caleb will be</p>	

	<p>bringing our student’s ask at the next transit meeting on April 16th, as he will be pushing the commission to commit dollars to expanding service on Sundays and increasing holiday hours.</p> <p>Dipal was also a part of Day of Reflection 2024 Panel on EDI & Sustainability and shared thoughts with college community on behalf of NC students. NCSAC’s commitment to both EDI & Sustainability in our strategic plan was reflected in this event. One more new employee orientation was held at Benchmark, where Dipal had an opportunity to chat about NCSAC Services to NC staff.</p> <p>Dipal attended several community events as well, including the Coldest Night of the year walk alongside Niagara region community members to raise funds for the community, and the Niagara-on-the-lake community spirit awards.</p> <p>On the advocacy front, Ontario Student Voices (OSV) seems to be gaining its momentum in student advocacy as we were approached by Colleges Ontario to work collaboratively on various projects. OSV is hosting its Annual General Meeting shortly, where members of the incoming NCSAC board will be invited. Regarding the Canadian Alliance of Student Associations, Dipal is a Board member and attended the AGM in Edmonton and brough Chris Fullerton. Dipal is very happy to share that NCSAC received “observer status” with CASA for 2024-25 and 2025-26. Dipal is looking forward to enhancing our advocacy initiatives with CASA in near future.</p> <p>11.8.2 Executive Director’s 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 informed the Board that NCSAC officially hired its new Finance Manager, Mike Hartigan. Mike is currently assimilating to his new role and learning the student union industry. Mike will be working alongside Steve to create efficiencies and implement new processes to enhance the way NCSAC conducts business.</p> <p>Steve also mentioned that the Ancillary Fees have been approved and they are now going to the Board of Governors for final approval.</p> <p>Steve noted that this was the last year that the Athletics Awards would be included in the NCSAC operating budget. Moving forward, the contribution that NCSAC made last year (\$850,000 to fund international scholarships) has \$150,000 to use as annuity, where the funding for the Athletics Awards can come from the interest of those funds.</p> <p>Steve attended the Welland Town & Gown Meeting, the first one post-covid, and let the board know that it’s a great way for NCSAC to connect with the community and to work through common issues that affect both citizens and students.</p> <p>11.8.3. Ownership Linkage Report (End of Semester Survey) – Dipal Patel</p> <p>The Ownership Linkage Report was sent to the Board at an earlier date for the Board to review.</p> <p>NCSAC has also circulated its end of term survey to students in hopes of taking student feedback into consideration and as part of our ownership linkage.</p> <p>This survey is NCSAC’s way to connect with the masses and “check-in”. It is NCSAC’s intention to continue to circulate different adaptations of the survey to the students at the end of each semester to build some reliable and accurate data. Currently the most utilized NCSAC service is the U-Pass, and the Breakfast Program came in second.</p>	
<p>SAC 11.9</p>	<p>Operational Monitoring: Risk Management</p> <p>11.9.1 Financial Condition – Steve Kosh</p> <p>Back in February, Steve led a detailed presentation regarding all of NCSAC’s accounts. Currently, the end ending in 2024 (fiscal year ends March 31st 2024). From the college side, in the next 6 weeks,</p>	

	<p>they will wrap up their year end first. As discussed in February, there was some accounts that the college holds in trust for NCSAC (U-Pass, Health Plan). Steve and Debbie (Finance Consultant) will look into each of those trust accounts and ensure the balances are correct. One issue that was noticed was that the college took approximately \$800,000 from one account for NCT; there was some confusion on the fees that NCSAC collects from NCT students, they were under the impression they were giving NCSAC all the NCT fees for the entire year, when in fact they haven't been. NCSAC collects membership and advocacy fees (collected since September 2023), the college thought NCSAC was also collecting events, clubs, student representative, services, etc. They thought they were depositing everything into the NCSAC account, and then were looking to back out \$800,000. We confirmed that this is in fact NCSAC money, and the issue will be resolved, and that money will be returned to the account for year end. NCSAC will continue to reconcile the rest of the accounts. Steve wanted to inform the Board that the U-Pass fee (collected since September 2023), has a \$5 is an admin fee to NCSAC; There is approximately \$112,000 in U-Pass admin fees that will be transferred to NCSAC. The Health Plan admin fee is \$22 for September-start students, \$22 for January-start students, and \$11 for May-start students. There is approximately \$160,000 in Health Plan admin fees that will be transferred to NCSAC. Once everything is reconciled, the college can 'close the books' on the NCSAC accounts. This will be done by the end of April. NCSAC will begin our audit in June to be completed by the end of August, with our taxes being filed by the end of September.</p> <p>11.9.2 Relevant Legislation - Steve Kosh</p> <p>The Ontario Not-for-Profit (ONCA) Act has implemented new mandated changes that determine how not-for-profits are able to operate. There will be some necessary changes to By-laws and Policies and Steve, Heather, and Dipal will work together with Anna Naud, Governance Lawyer, to ensure that the NCSAC Articles of Incorporation are current and compliant. The deadline for this to be completed is October 18, 2024.</p>	
<p>SAC 11.10</p>	<p>Board Self-Evaluation</p> <p>11.10.1 Past Board Member Selection - Steve Kosh</p> <p>Motion to open nominations for Past Board Member.</p> <p>Motion by: Melissa Graham Seconded by: Grace Stanley</p> <p>All in Favour, Motion Carried.</p> <p>Nominations: Melissa nominated herself. Lindsay nominated herself.</p> <p>Motion to close nominations for Past Board Member.</p> <p>Motion by: Grace Stanley Seconded by: Chris Fullerton</p> <p>All in Favour, Motion Carried.</p> <p>A presentation was made by each candidate highlighting their qualifications for the role. Members of the NCSAC Board of Directors asked a variety of questions.</p> <p>Lindsay Dockrill was selected as the 2024-2025 Past Board Member.</p>	
<p>SAC 11.11</p>	<p>Board Decisions/Discussions</p> <p>11.11.1 CEO Performance Review - Steve Kosh</p>	

	<p>The Policy is created to ensure that the Board has a mechanism in place to hold the CEO's accountable to the organization. In terms of reporting, there is an evaluative tool in the policy for the board to use to measure the CEO performance.</p> <p>Regarding staff, there is currently no formal mechanism in place to measure staff performance. In the past there was a grading system, where the staff and their reporting manager would evaluate different aspects of their role and give them a grade. The grade was directly related to the increase that staff member would receive. Steve noted that this is an outdated way of assessing performance. Steve stated that a new evaluative tool does need to be created and implemented for both staff and the CEO's to ensure work plans and goals are being met. This work will take place in Fall 2024.</p> <p>11.11.2 Strategic Plan - Steve Kosh</p> <p>This item will be tabled. Steve informed the Board that the Strategic Plan will be circulated later in the week, and that they will be required to vote via Aprio.</p> <p>Motion to table the 2024-2027 NCSAC Strategic Plan.</p> <p>Motion by: Grace Stanley Seconded by: Bernie Canillas</p> <p>All in Favour, Motion Carried.</p> <p>11.11.3 Capital Vision - Steve Kosh</p> <p>Motion made to approve \$20 million towards the Niagara College Capital Vision 2024 campaign (on behalf of students of Niagara College) under the conditions that the specifics detailed in the NCSAC/Niagara College Fee Agreement and the Memorandum of Understanding (MoU) are amended and agreed up on.</p> <p>Motion by: Nikhil Gupta Seconded by: Grace Stanley</p> <p>Discussion: Steve noted that every agreement that NCSAC has with the college has a fee schedule and does not mention that the agreement is in perpetuity. Steve also showed the Board a Memorandum of Understanding that NCSAC has with the college related to another agreement so they could see how it is structured. Steve noted that the MoU for Capital Vision 2024 has not yet been drafted. This MoU will mention retail space and ensure any operations will be managed through NCSAC. We would also want it mentioned that a NCSAC staff member would be at the front desk. An EDI was also discussed as a possibility. All these details still need to be worked on with the college to be included in the MoU. Steve mentioned that the MoU is created to ensure that NCSAC is getting what is stated, and if something changes, then the college can't collect the fees. Steve spoke of NC doing a 'road show' to visit other colleges in Ontario to see how they've built student-focused spaces. Alumni will also find a space in the new centre to bring back alumni to educate and present to current students. Dipal mentioned that Ownership Linkage would be a great conduit to gain information from students to see what they want in a new centre. Steve stated that in the MoU it would state that NCSAC would have first right of refusal regarding any retail/operating space (convenient store, retail, etc.) as well as the ability to cater within the building. There was a question asked regarding the college maintaining that space and ensure it is cleaned regularly; Steve stated that there are different schedules that Commercial Cleaning utilizes, and some spaces are cleaned more regularly than others. Accessibility was also mentioned, and it was stated that there are currently only two elevators on campus. Steve explained that the elevators are on the college's radar. It was stated that an accessibility plan should be created.</p> <p>All in Favour, Motion Carried.</p>	
SAC 11.12	Meeting Evaluation	

	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.	
SAC 11.13	Adjournment Motion to adjourn the meeting at 9:42 p.m. Motion by: Chris Fullerton Seconded by: Grace Stanley All in Favour, Motion Carried.	