



# MEETING MINUTES

THE STUDENT ASSOCIATION BOARD OF DIRECTORS MEETING

BOARDROOM DTA 226, DOWNTOWN CAMPUS, 61 CHARLES STREET, OSHAWA

NOVEMBER 19, 2013

6:00PM – 9:00PM

**PRESENT:**

Baker Baha, Vice Chair  
 Amar Bains  
 Cherlene Cheung  
 Marco Del Giudice  
 Melissa Farhat  
 Abdullah Khan  
 Savannah Watters

Peter Chinweuba, President  
 Ashley Bennett, VP of College Affairs

Dina Skvirsky, Interim Executive Director  
 Dino Erodotou, Director of Operations  
 Zachary Rose, Research and Policy Analyst  
 Suzanne Land, Financial Controller

**REGRETS:**

Siddhant Dave

**MINUTE TAKER:**

Donna Judson, Executive Administrative Assistant and Health Plan Coordinator

**GUESTS:**

Rebecca Bloom, student  
 Ryan Tompsett, student  
 Giorgio Berbatiotis, Chronicle  
 Matt Jordan, Chronicle

**OPENING:**

Baker Baha, Vice Chair called the meeting to order at 6:06pm and reported that quorum was met with 8 voting members in attendance. Vice Chair reported that in accordance with the By-Law amendments passed at the Annual General Meeting held November 5, 2013 the Elected Officials have voting privileges at Board of Director meetings. The Board consists of 10 Board of Directors and 3 Elected Officials; quorum is 50% plus one.

AGENDA ITEM	DISCUSSION	ACTION ITEM/FOLLOW UP
ADDITIONS OR AMENDMENTS TO THE AGENDA	President amended 6. B) Financial Analysis to Capital Expenditure update Vice Chair added 7.b) UOIT Board of Director resignation	



APPROVAL OF THE AGENDA	<p>Moved by Abdullah Khan; seconded by Cherlene Cheung;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve the amended agenda.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p>	
DECLARATION OF CONFLICT OF INTEREST	No conflict of interest was declared.	
APPROVAL CONSENT AGENDA	<p><b>Consent Agenda</b> Vice Chair reported the October 29, 2013 meeting minutes will be approved at the next Board meeting.</p> <p>Moved by Amar Bains; seconded by Cherlene Cheung;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approves the Consent Agenda as amended.</b></p> <p>The Consent Agenda included approval of the observers at the meeting.</p> <p style="text-align: right;"><b>Motion Carried</b></p>	
PRESENTATION SA OPINION SURVEY	<p><b>SA Opinion Survey</b> Research and Policy Analyst, Zachary Rose, presented the Board with his survey findings from the online Student Opinion Survey conducted between October 1 and October 11, 2013. It consisted of a two page questionnaire designed by Zach, the VP of College Affairs and VP University Affairs. The survey was distributed to Durham College and UOIT students by email. The purpose of the survey was to identify advocacy priorities and a sense of student attitude towards the SA. A total of 631 responses were received, 75% from UOIT students.</p> <p>The survey consisted of twelve general topics and issues selected by the two VP's and Zach along with open-ended questions for students to add topics.</p> <p>Melissa Farhat arrived at 6:16pm.</p> <p>Recommendations from the survey:</p> <ul style="list-style-type: none"> <li>- Results provide a strong basis on which to launch new advocacy campaigns or conduct further research;</li> <li>- Tuition fees, study space and on-campus food are areas of clear concern for both DC and UOIT students;</li> <li>- Executives should consider publishing position papers regarding these topics;</li> <li>- Parking and transit require further research to obtain a clearer picture and suggested additional questionnaires, interviews or focus groups before the SA commits itself to action;</li> </ul>	



	<ul style="list-style-type: none"> <li>- VP of University Affairs should pay particular attention to developments regarding UOIT laptops;</li> <li>- SA should consider if it is worth pursuing the Human Rights complaint regarding housing. Data suggests housing concerns are not pressing to most students;</li> <li>- SA should take steps to increase outreach to students. Students indicated a desire to see more SA presence around campus. One solution might be information and contact booths to engage with students face-to-face.</li> <li>- SA should take steps to keep students updated on its role and efforts, several responses demonstrated a lack of understanding regarding the SA's mandate, priority, abilities, or goals;</li> <li>- A periodic newsletter by email blast to every student could serve this purpose.</li> </ul> <p>Ryan Tompsett, point of interest, he did not receive an email regarding the survey.</p>	
<p>PRESENTATION CAPITAL EXPENDITURE UPDATE</p>	<p><b>Capital Expenditure Update</b> Financial Controller, Suzanne Land, provided the Board with an update as of the end of second quarter. Currently the SA is below budget by \$50,000, however, the security camera installation is completed but the invoice has not been paid. Controller reported there will be no further Capital Expenditures in Q3. Q4 Capital Expenditures will depend on the release of fees from the institutions.</p>	
<p>INFORMATION</p>	<p><b>VP University Affairs Resignation</b> Vice Chair reported on Wednesday October 30, 2013, VP of University Affairs, Sean Kell, sent his resignation letter to the Board of Directors. His resignation was effective November 1, 2013 at 5:30pm.</p> <p><b>UOIT Board of Director Resignation</b> Vice Chair reported that Carly Valcheff, UOIT Board of Director submitted her resignation from the Board effective November 6, 2013.</p> <p>Ryan Tompsett questioned why the Vice Chair did not note the resignation of the Associate Vice President of University Affairs resignation. Vice Chair stated the Associate VP reported to the VP University Affairs not the Board of Directors.</p> <p><b>Board Office Hours</b> Vice Chair reported that a schedule for Board of Directors Office hours has been created. Executive Assistant and Health Plan Coordinator circulated the schedule for Board members to review and update if necessary. The schedule will be posted on the SA website and office hours will start November 25.</p>	



	<p>Ryan Tompsett stated that he had discussed society office hours at the downtown campus and requested an update. Cherlene Cheung reported she spoke to the Dean about office hours and it would need to be arranged by the Dean. Cherlene offered to accompany Ryan to meet with the Dean to discuss office hours.</p> <p><b>Fee Issue Update</b> President, Peter Chinweuba, reported the SA is still working on having fees released. A letter was sent to the institutions regarding the release of the fees and November 20 is the deadline for the institutions to respond. The SA has initiated a Free the Fees campaign. A petition is circulating and the SA hopes to get 5,000 signatures.</p>	
<p>APPROVAL APPOINTMENT OF DIRECTORS</p>	<p><b>Appointment of Directors</b> Vice Chair reported that one application was received for the Durham College vacant Board seat, however, the candidate has not shown up for the interview with the Board.</p> <p>Moved by Abdullah Khan; seconded by Cherlene Cheung;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve tabling the appointment of a Durham College Board of Director to the next meeting.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p>	
<p>APPROVAL VP UNIVERSITY AFFAIRS HIRING COMMITTEE</p>	<p><b>Vice President University Affairs Hiring Committee</b> Moved by Marco Del Giudice; seconded by Cherlene Cheung;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors strike a Hiring Committee for the VP University Affairs appointment process.</b></p> <p>Vice Chair suggested that the President and 3 Directors make up the committee. Amar Bains and Cherlene Cheung volunteered to sit on the committee. Abdullah Khan nominated Baker Baha and he accepted. The posting expires November 26.</p> <p style="text-align: right;"><b>Motion Carried</b></p>	<p><b>VP President University Affairs Hiring Committee – Amar Bains Cherlene Cheung Baker Baha</b></p>
<p>APPROVAL STUDENT SOCIETIES UOIT</p>	<p><b>Student Societies UOIT</b> Vice Chair reported that the President and VP College Affairs are currently handling all UOIT Society business and suggested that the responsibility be temporarily added to the Director of Operations portfolio.</p> <p>Moved by Amar Bains; seconded by Marco Del</p>	



	<p>Giudice;  <b>That the Student Association at Durham College and UOIT Board of Directors approve Ryan Tompsett speaking rights at the meeting.</b></p> <p>Ryan Tompsett point of order, are all societies moved from President and VP College Affairs to Risk?        Vice Chair confirmed that only the UOIT Societies will be moved to the Director of Operations portfolio.</p> <p>Moved by Ashley Bennett; seconded by Marco Del Giudice;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve adding the UOIT Society business to the Director of Operations portfolio.</b></p> <p>Moved by Abdullah Khan; seconded by Amar Bains;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve Giorgio Berbatiotis speaking rights at the meeting.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p> <p>Giorgio questioned if the position was posted and were?</p> <p>President confirmed that SA job vacancies were sent out by institutional email to all students; posted on the SA website and hired career services.</p> <p>Vote on original motion</p> <p style="text-align: right;"><b>Motion Carried</b></p>	
<p>APPROVAL          EXECUTIVE DIRECTOR          HIRING COMMITTEE</p>	<p><b>Executive Director Hiring Committee</b>          The Board discussed at length who should sit on the ED hiring committee.</p> <p>Giorgio questioned if the interviews are next week, have we received applications and was a head hunter used?          President confirmed that resumes have been received for the position and he would like to set up interviews as soon as possible. President suggested the VP College Affairs and two Board members sit on the committee, one DC and one UOIT.          Abdullah Khan reported the ED position was also posted on Charity Village, a site that nonprofit organizations post vacancies on.          Controller suggested that a direct report of the ED be included on the hiring committee and recommended the Director of Operations.</p>	<p><b>Executive Director Hiring Committee –</b>  <b>President</b>  <b>VP College Affairs</b>  <b>Amar Bains</b>  <b>Marco Del Giudice</b></p>

	<p>Vice Chair nominated Amar Bains and Marco Del Giudice to the hiring committee. There were no objections.</p> <p>Moved by Amar Bains; seconded by Cherlene Cheung;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve the President, VP College Affairs, Amar Bains and Marco Del Giudice to the Executive Director Hiring Committee.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p>	
APPROVAL ELECTION COMMITTEE	<p><b>Election Committee</b>          Moved by Amar Bains; seconded by Cherlene Cheung;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors appoints a UOIT Director to the Election Committee until April 30, 2013.</b></p> <p>Vice Chair reported the UOIT Director that sat on the committee resigned from the Board and the vacancy must be filled. Vice Chair reminded the Board that if they are considering running in the General Election they cannot sit on the committee.</p> <p>Amar Bains volunteered for the position; there were no objections.</p> <p style="text-align: right;"><b>Motion Carried</b></p>	<b>Election Committee – Amar Bains</b>
REPORTING EXECUTIVE ENDS REPORTS	<p><b>President Ends Report</b>          President, Peter Chinweuba, provided the Board with an overview of his Ends Report.</p> <p>Moved by Peter Chinweuba; seconded by Amar Bains;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve Matt Jordan speaking rights at the meeting.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p> <p>Matt Jordan asked for clarification on who can sign the petition for Free the Fees? Is it only students?</p> <p>ED clarified that the petition is open for anyone to sign but the goal is 5,000 full or part time student signatures.</p> <p><b>VP College Affairs Ends Report</b>          VP College Affairs, Ashley Bennett, provided the Board with an overview of her Ends Report.</p>	
APPROVAL BREAK	<p>Moved by Cherlene Cheung, seconded by Savannah Watters;</p>	

	<p><b>That The Student Association at Durham College and UOIT Board of Directors approve a 10 minute recess at 7:20pm.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p> <p>Meeting resumed at 7:34pm.</p>	
BOARD EDUCATION	<p><b>Board Education</b>          Vice Chair reported that Board Education will be postponed until the vacant Board seats are filled.</p>	
IN-CAMERA SESSION	<p><b><u>In-Camera Session</u></b>          Moved by Cherlene Cheung; seconded by Amar Bains;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve moving to an in-camera session at 7:35pm.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p> <p>Director of Operations, Executive Assistant and Health Plan Coordinator, Zachary Rose and observers left the meeting.</p> <p>Moved by Marco Del Giudice; seconded by Cherlene Cheung;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve moving out of the in-camera session at 9:05pm.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p>	
UPDATE FROM IN-CAMERA SESSION	<p><b>HR Issue</b>          The Board of Directors has finalized an HR issue.</p>	
TERMINATION	<p><b><u>Termination of the Meeting</u></b>          Moved by Marco Del Giudice; seconded by Cherlene Cheung;</p> <p><b>That The Student Association at Durham College and UOIT Board of Directors approve terminating the meeting at 9:05pm.</b></p> <p style="text-align: right;"><b>Motion Carried</b></p>	

## TERMINATION

The meeting was terminated at 9:05pm.