
MEETING MINUTES

Board of Directors Meeting

Date: 2024.05.23

Location: Microsoft Teams, 2A310-2

Time: 9:00AM

Meeting called by:	BOD
Type of Meeting	Board Meeting
Call to order	8:59AM
Attendees	Nelson Chukwuma, Alexandra Oestreicher, Hayden Stewart, Amandeep Singh Saini, Vinayak Baiju, Amal Jeevan, Janelle Gordon, Brandi-Rae Tibishkogijig, Silvanus Fernando, Shubham Savaliya, Daniel Olusi, Monil Jethva, Janie Renwick, Sheena Witzel, Amelia Baty
Proxy	
Regrets	
Adjournment	11:00AM

AGENDA TOPICS

CALL TO ORDER

PROCEDURAL

Presenter: Monil Jethva, Chair

- Meeting called to order at 8:59AM

LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Alex Oestreicher, Vice President

We wish to acknowledge the lands where we live, learn, work & organize hold the ancestral connections and stories of Indigenous peoples. As we all know, colonization has orchestrated the displacement of Indigenous peoples from their ancestral lands which has hindered their ability to be in good relations with the land. Indigenous peoples are actively maintaining and strengthening their relationships with the land, which are grounded in respect, reciprocity, and resiliency.

The land our Brantford, Kitchener, Waterloo, and Cambridge campuses are located on represents the unceded territory of the Neutral, Haudenosaunee (Ho-deh-no-show-nee) and Anishinaabe (Ah-nish-nah-bay) peoples. This land was promised to the Haudenosaunee (Ho-deh-no-show-nee) people of Six Nations, which includes six miles on each side of the Grand River, known as the Haldimand

Tract. We also wish to acknowledge and recognize that the lands our Stratford, Ingersoll, Guelph & our future campus in Milton are located on represent the ancestral and treaty lands of the Anishinaabe (Ah-nish-nah-bay) peoples.

Our acknowledgement of the land is our declaration of our collective responsibility to this place and its peoples' histories, rights, and presence. We extend our respect, friendship & solidarity to all Indigenous peoples for their past, present & future contributions to this land and our community, and in their past, present and future struggles.

TIME TO ADJOURN

PROCEDURAL

Presenter: Monil Jethva, Chair

- Time to adjourn will be 11:00AM

APPROVAL OF AGENDA

DECISION

Presenter: Monil Jethva, Chair

Attachment: Board Meeting Agenda 2024.05.23

Motion to approve the agenda 2024.05.23 as presented

Forward: Silvanus Fernando

Second: Vinayak Baiju

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Monil Jethva, Chair

Attachment: Board Meeting Minutes 2024.04.10

- Fernando asked for clarification around timing of selecting the Board Secretary. This will happen in today's meeting
- Fernando asked for details of the GetQuorum contract. Sheena – GetQuorum is a full-service AGM facilitation company which meets all of our logistical and legal requirements. The three-year term provides a lower price per year.

Motion to approve the minutes 2024.04.10 as presented

Forward: Shubham Savaliya
Second: Silvanus Fernando
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Monil Jethva, Chair
Attachment: Board Meeting Minutes 2024.04.18

- Fernando asked a question about the Policy Committee make-up. Nelson – It consists of three Directors, Executive Director, VP, Board Administrator and Chair (Hayden)

Motion to approve the minutes 2024.04.18 as presented

Forward: Silvanus Fernando
Second: Brandi-Rae Tibishkogijig
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Monil Jethva, Chair
Attachment: Board Meeting Minutes 2024.04.29

Motion to approve the minutes 2024.04.29 as presented

Forward: Daniel Olusi
Second: Janelle Gordon
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

BOARD SECRETARY SELECTION

DECISION

Presenter: Nelson Chukwuma, President

- As per policy 4.4.0, 3.0, the Board Secretary ensures the integrity of the board's documents
- Vinayak Baiju put forward his name to serve as the board secretary

Motion to appoint Vinayak Baiju as Board Secretary 2024-2025

Forward: Amal Jeevan

Second: Janelle Gordon

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

POLICY COMMITTEE SELECTION

DECISION

Presenter: Hayden Stewart, Policy Committee Chair

- The Policy Committee consists of 3 Directors, the ED, VP, and the AVP who serves as Chair of the committee
- This committee is responsible for reviewing policies and providing recommendations to the board with respect to policies
- Fernando – can a director services on more than one committee? Nelson – yes, but directors should be mindful of their time commitments and their mental wellness
- Amal, Janelle and Amandeep put forward their names

Motion to appoint Amal Jeevan, Janelle Gordon and Amandeep Singh Saini to the 2024-2025 CSI Board Policy Committee

Forward: Vinayak Baiju

Second: Brandi-Rae Tibishkogijig

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

EXECUTIVE PERFORMANCE REVIEW COMMITTEE SELECTION DECISION

Presenter: Nelson Chukwuma, President

- This committee requires a maximum of three directors, Executive Director, Associate Executive Director, and HR Manager
- Reviews occur in October and February so the work of this committee will take place largely in September/October and January/February
- The HR team will support to ensure compliance with organizational policies
- The committee will review that these positions have been meeting the expectations of their roles
- Fernando, Shubham and Amandeep put forward their names

Motion to appoint Silvanus Fernando, Shubham Savaliya and Amandeep Singh Saini to the Performance Evaluation Committee

Forward: Amandeep Singh Saini

Second: Brandi Tibishkogjig

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

ADOPTION OF 2024-2025 BOARD CALENDAR DECISION

Presenter: Nelson Chukwuma, President

- The annual calendar was discussed briefly at the retreat
- Directors are encouraged to review the calendar monthly

Motion to adopt the 2024-2025 Board Calendar as presented

Forward: Shubham Savaliya

Second: Janelle Gordon

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

PARTNERSHIP PRINCIPLES, CONESTOGA COLLEGE & CSI

UPDATE

Presenter: Nelson Chukwuma, President

- CSI and Conestoga College have been meeting to create principles for our partnership over the long term
- These principles will become the foundation for a master agreement between both parties
- Principles on mutuality, student centered, respect & understanding, openness & trust, investment & commitment, autonomy & self-governance, diversity & equity, and accountability are outlined in the document
- Sheena – this will support work that will be done throughout the year including review and amendment of contracts/agreements
- Janie – agreements will be reviewed by legal counsel and then sent to the board for final approval

CSI HEALTH PLAN

DISCUSSION

Presenter: Sheena Witzel, Associate Executive Director

- CSI, Student Care and Securian work together to provide the best insurance coverage at the best price for our students
- Annually the claims are reviewed. Student Care works with the insurance company (Securian) to review trends and ensure the plan collected enough money for what was paid out, as well as reviewing the cost to students
- Sometimes with high usage the cost needs to increase
- Last year's board approved a "placeholder" amount to be put on invoices until a final amount could be confirmed
 - The placeholder amount was needed as it is required to post the fee by a certain date (May 1) and the final fee wasn't confirmed at that time. The placeholder fee can be decreased after posting the amount but cannot be increased
 - Our college partners were looking at the possibility of additional coverage and the cost of that needed to be researched. Until the cost of the additional coverage was determined, the placeholder amount was put in
- Ultimately the college decided they did not want to move forward with the additional coverage; THEREFORE, the placeholder amounts will be reversed and original amounts will be invoiced (this should be complete by early next week)
- Fernando – has there been a spike in dental claims? Sheena – that is actually what is driving the cost up. We are aware of dental clinics providing incentives and have passed that information to our partners. The price will be monitored but if this continues there may need to be consideration of coverage.
- Amal – Guelph Campus students are complaining that the Student Care network is not in Guelph. Sheena – Insurance covered is always accepted; students cannot be refused. The Student Care network does provide some additional

incentives and in communities where Conestoga College is newer there, Student Care is looking to get a foothold. Nelson – with addition of new Guelph campus, clinics there may be more willing to become part of the network

- Fernando – can we tell students about the placeholder price being reversed? Sheena – CSI has provided information to any student who has asked and will provide a communication to all students once the reversal is finalized. If a student asks a director specifically, you can tell them it is being reversed

CSI AND CSSI FINANCIALS

UPDATE

Presenter: Nelson Chukwuma, President

- Going forward Hayden will be presenting financials
- At the June board meeting, both May and June financials will be presented

CASA UPDATE

UPDATE

Presenter: Alex Oestreicher, Vice President

- Foundations conference was last week in Ottawa with Nelson, Alex, Hayden and Michelle (Indigenous Relations Assistant) attending
- Nelson was elected Chair of CASA
- Alex will be sitting on the Member Relations and Federal Advocacy Committees
- Hayden will be sitting on the Colleges and Polytechnics Advisory Group (CPAG) and Governance and Internal Review Committee
- Ways to become involved as a non-voting member will be communicated via email to directors soon

EXECUTIVE UPDATES

UPDATE

Presenter: Nelson Chukwuma, President
Alex Oestreicher, Vice President
Hayden Stewart, Associate Vice President

Alex

- Newsletter creation, attended community events, Waterloo Region Transit meeting, CASA conference, Town and Gown
- Currently at Student Care with Nelson
- Next week is OSV conference

Hayden

- Training retreat, policy committee training
- CASA Foundations conference

- Filling in for Nelson at some events next week (Town and Gown, Stockyards Grand Opening)

Nelson

- Committee meetings within the college, student meetings, Latin Student welcome event, State of the City events, Flair Airlines meeting (partnership opportunity)
- CASA Foundations, OSV next week
- Student Care this week

Shubham – is there the same number of conferences for OSV per year as CASA? Nelson – Once their new board comes in there will be more information which will be provided to our directors

NEW BUSINESS

DISCUSSION

Presenter: Monil Jethva, Chair

- Vinayak – the board is required to attend a minimum of 4 events per semester? Nelson – yes, more is acceptable but don't exceed your own capacity
- Brandi-Rae – can all four events be done within the same week? Nelson - yes
- No other new business was brought forward

BOARD MONITORING

IN CAMERA

Presenter: Monil Jethva, Chair

Motion to enter In Camera at 10:22AM

Forward: Shubham Savaliya
Second: Vinayak Baiju
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to exit In Camera at 10:43AM

Forward: Vinayak Baiju
Second: Silvanus Fernando
Abstain: None
Opposed: None

In Favor: All
Motion: Carried

ADJOURNMENT

PROCEDURAL

Presenter: Monil Jethva, Chair

Motion to adjourn at 10:44AM

Forward: Silvanus Fernando
Second: Brandi-Rae Tibishkogijig
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Nelson Chukwuma

June 28, 2024

President

Date

Vinayak Baiju

June 29, 2024

Secretary

Date