

MEETING MINUTES

Board of Directors Meeting

2021.03.30

Virtual Zoom

4:35PM – 7:07PM

Meeting called by:	BOD
Type of Meeting	Board Meeting
Call to order	4:35 PM
Attendees	Sana Banu, Paul Banks, Tamara Cooper, Pranav Gandhi, Kyle Magalhaes, Gijo Matthews, Sivani Pappu, Prabhjot Singh, Vaidehi Thakkar, Sheena Witzel, Janie Renwick, Amelia Baty, John Tibbits, Jacinda Reitsma
Proxy	
Regrets	
Adjournment	7:07 PM

AGENDA TOPICS

CALL TO ORDER

PROCEDURAL

Meeting called to order at 4:35 PM

LAND ACKNOWLEDGEMENT

PROCEDURAL

Tamara Cooper presented the Land Acknowledgement: We would like to acknowledge that we are on the lands of the Neutral, Anishinaabe and Haudenosaunee peoples.

TIME TO ADJOURN

PROCEDURAL

Presenter: Sana Banu, President

Time to adjourn will be 5:50 PM

APPROVAL OF AGENDA

DECISION

Presenter: Sana Banu, President

Attachment: Board Meeting Agenda – 2021.03.30

Amend to Tamara Cooper as presenter of Land Acknowledgement

Motion to approve the agenda with amendments

Forward: Vaidehi Thakkar
Second: Paul Banks
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Sana Banu, President
Attachment: Board Meeting Minutes 2021.02.09
Emergency Board Meeting Minutes 2021.03.23

Motion to approve the minutes from the month of Board meeting 2021.02.09J

Forward: Gijo Mathew
Second: Sivani Pappu
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to approve the minutes from the Emergency Board meeting 2021.03.23

Forward: Gijo Mathew
Second: Prabhjot Singh
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

CSI FINANCIALS

UPDATE

Presenter: Kyle Magalhaes, VPI
Attachment: CSI Budget to Actuals 2021.02.28

- No items of significance to report

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STUDENTS INC

CSSI FINANCIALS

UPDATE

Presenter: Mehar Hundal, VPE

Attachment: CSSI 2020-2021 Budget to Actuals 2021.02.28

- Continue to qualify for wage subsidy
- Some monthly fees that had been suspended due to the pandemic will be charged again, with April and May being 50% of the total and 100% monthly following
- No other items of significance

SERVICE COUNTS

UPDATE

Presenter: Kyle Magalhaes, VPI

Attachment: Inquiry Report February 2021.02.28

February 2021 Service Count(s)

- Visitors and engagement are up overall with exception of the mobile app
- Food hampers continue to increase with money still available in the budget
- PR Marketing course students raised approximately \$4300 for the CSI Foodbank with their campaign

CASA UPDATE

UPDATE

Presenter: Sana Banu, President

- The CASA AGM is currently happening with Sana attending sessions yesterday on the Close the Gap campaign, the political climate and Board accomplishments and challenges
- Awards Gala is tonight
- CASA does not support any political party

PRESIDENT'S UPDATE

UPDATE

Presenter: John Tibbits, President, Conestoga College

Jacinda Reitsma, VP Finance and Corporate Services

- Conestoga students have proven to be diligent about Covid-19 protocols
- The college budget for the year passed with a small surplus, being cautious about spending

- CSI revised fees were presented to the Board of Governors and approved unanimously
- Discounts may apply to take into account what is and is not open at that time
- Looking toward a hybrid delivery for the Fall, will depend on many variables
- Reuter project is continuing with construction getting underway
- Finalizing an agreement about the PSW course being provided tuition free for domestic students and a credit to current currently enrolled
- President Tibbits is grateful to the CSI team for their work to present to City Council around Housing
- The original report was not flattering to students and going forward it will be important for the college and CSI to work together to push for solutions with the city
- **ACTION:** Janie to send email about restarting Kitchener Town and Gown

PEO REPORT

UPDATE

Presenter: Amelia Baty

Attachment: PEO Report to the Board 2021.03.25

- Nine candidates are running and one Indigenous student is up for appointment
- Voting is occurring this week, closing April 5, results to follow
- Question about the possibility of a student not receiving a nomination package: students requested packages through the website. If they met the eligibility criteria laid out in the election policy they were provided a package
- The majority of students who requested a package but did not receive one were the result of their programs ending prior to April 2022 which is the end of the board term

SCHOLARSHIPS AND BURSARIES

UPDATE

Presenter: Janie Renwick

- The agreement for these awards ends this year, looking for approval to continue with these scholarships and bursaries which total around \$34,500
- Criteria has been created by the board in the past in consultation with appropriate college departments and CSI staff
- The criteria can be worked on throughout the spring by the new board, however a decision on the total amount is required
- The board would like to increase the total amount to \$50,000

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Motion to approve \$50,000 towards CSI awards, scholarships and bursaries; with criteria for three years to be created by the incoming board

Forward: Prabhjot Singh
Second: Tamara Cooper
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

EXECUTIVE UPDATES

UPDATE

Presenter: Sana Banu, President
Janie Renwick, Executive Director
Sheena Witzel, Associate Executive Director

- Comprehensive strategic plan document from the Operations team will be presented by the third week of April
- Budget to support the strategic plan will be presented at the board meeting in April
- Next week's round table will be cancelled in light of these presentations that are forthcoming
- AVP job descriptions are posted for hiring AVPs of Student Life, Feedback, Advocacy, and Indigenous Students (CSI is working with the Aboriginal Office to bring the Indigenous Students AVP role to fruition)
- As there have been issues with SharePoint access, future board meeting documents will be sent via email in advance of the meetings
- Board materials (iPad and charger) can be returned when the Work From Home kits are distributed
- **ACTION:** Amelia to book round table for the third week of April

BOARD MONITORING

IN-CAMERA

Compliance Report EL#1 Global Executive Constraint
Sana reviewed and reports compliance

- Incidental reports from execs are included in the monthly board package

Motion to enter In-Camera at 6:22pm

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STUDENTS INC

Forward: Tamara Cooper
Second: Sivani Pappu
Opposed: None
Abstain: None
In Favour: All
Motion: Carried

Motion to exit In-Camera at 6:58pm

Forward: Sivani Pappu
Second: Prabhjot Singh
Opposed: None
Abstain: None
In Favour: All
Motion: Carried

ADJOURNMENT

PROCEDURAL

Presenter: Sana Banu, President

Motion to adjourn at 7:07 PM

Forward: Tamara Cooper
Second: Vaidehi Thakkar
Abstain: None
Opposed: None
Approve: All
Motion: Carried



May 19, 2021

President

Date

T. Cooper

May 17, 2021

Secretary

Date