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## MEETING MINUTES

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Board of Directors Meeting  
2021.05.18  
Virtual Zoom  
6:35PM – 8:09PM

Meeting called by:	BOD
Type of Meeting	Board Meeting
Call to order	6:35 PM
Attendees	Janie, Renwick, Sheena Witzel, Amelia Baty, Paul Banks Parneet Dhaliwal, Rupinder Kaur, Harley Potter, Harsh Singh, Nelson Chukwuma, Richard Mitchell, Shawna Powell, Pranav Gandhi, John Tibbits, Jacinda Reitsma, Gary Hallam, Mike Abraham
Proxy	
Regrets	Sana Banu
Adjournment	8:09 PM

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## AGENDA TOPICS

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### CALL TO ORDER

PROCEDURAL

Meeting called to order at 6:35 PM

### LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Paul Banks, Chair

We would like to acknowledge that we are on the lands of the Neutral, Anishinaabe and Haudenosaunee peoples.

### TIME TO ADJOURN

PROCEDURAL

Presenter: Paul Banks, Chair

Time to adjourn will be 7:55 PM

### APPROVAL OF AGENDA

DECISION

Presenter: Paul Banks, Chair

Attachment: Board Meeting Agenda – 2021.05.18

## Motion to approve the agenda 2021.05.18

Forward: Pranav Gandhi  
Second: Nelson Chukwuma  
Abstain: None  
Opposed: None  
In Favor: All  
Motion: Carried

## RATIFICATION OF BOD SECRETARY

## DECISION

Presenter: Paul Banks, Chair

At the board meeting of 2021.04.27, Parneet Dhaliwal was appointed as 2021 BOD Secretary

Motion to ratify Parneet Dhaliwal as the Secretary of the 2021-2022 CSI Board of Directors

Forward: Rupinder Kaur  
Second: Shawna Powell  
Abstain: None  
Opposed: None  
In Favor: All  
Motion: Carried

## APPROVAL OF MINUTES

## DECISION

Presenter: Paul Banks, Chair  
Attachment: Board Meeting Minutes 2021.04.27

## Motion to approve the minutes 2021.04.27

Forward: Parneet Dhaliwal  
Second: Nelson Chukwuma  
Abstain: None  
Opposed: None  
In Favor: All  
Motion: Carried

## CONESTOGA COLLEGE PRESIDENT'S UPDATE

## UPDATE

Presenter: John Tibbits, Conestoga College President  
Jacinda Reitsma, VP Finance and Corporate Services  
Gary Hallam, International Department

- Covid-19 has been the biggest crisis to hit the college in its history, however over the course of the pandemic there have been approximately 12,000 students on campus and there was no evidence of transmission
- Fall semester program delivery is dependent on vaccination rates and variants as the priority remains keeping students, employees and the community safe
- Strategic Plan will be finalized in June with highlights on increasing capacity, improve quality and focus on sustainability
- Gary Hallam presented information around International student's concerns around fees. Some students who had deferred one or more semesters were charged an amount higher than the original estimate they were provided
- Tuition increased (for the first time since 2019) to allow for supports for students including career supports. Conestoga is in the middle for cost of tuition compared with other Ontario colleges
- The College acknowledges a communications shortfall around this tuition increase to students, however there was no intent to mislead students

## IT UPDATE

## UPDATE

Presenter: Mike Abraham, Director of Instructional Technology

- Upgraded terminals, expanded VPN, upgraded student portal authentication, upgraded Adobe licensing and added site wide license for Grammarly
- Implemented 24/7 IT service desk, renovated 5 classrooms to support hyflex training and are continuing upgrades at all campuses. Also reviewing [printing@conestoga](mailto:printing@conestoga) to develop a college wide strategy
- In 2021 all G drives will be migrated to One Drive, One Drive capacity will increase, additional hyflex classrooms will be added and security improved through Office 365

## CSI FINANCIALS

## UPDATE

Presenter: Kyle Magalhaes, Vice President  
Attachment: CSI Budget to Actuals 2021.04.30

- Expenses were lower while enrollment increased
- There is \$143,000 that either the college or Sun Life will be refunding to students

## CSSI FINANCIALS

UPDATE

Presenter: Kyle Magalhaes, Vice President  
Attachment: CSSI 2020-2021 Budget to Actuals 2021.04.30

- The expected deficit of \$80,000 was only \$46,000 due to receiving the wage subsidy
- No other items of significance

## SERVICE COUNTS

UPDATE

Presenter: Kyle Magalhaes, Vice President  
Attachment: Inquiry Report 2021.04.30  
Service Counts 2021.04.30

- Mobile App has seen a significant decline likely attributed to students not being on campus
- Most numbers are down as expected at the end of the semester
- Zen Desk inquiries and resolutions are tracked. Response rate and resolution is very good

## CASA UPDATE

UPDATE

Presenter: Kyle Magalhaes, Vice President

- If anyone is interested in attending the conference May 25-28, email Sana to add to the attendance

## EXECUTIVE UPDATES

UPDATE

Presenter: Sheena Witzel, Associate Executive Director

- With respect to increases in tuition to International students, the Advocacy Department is creating a campaign around this
- A response for Sana to send to students has been drafted
- Draft letters to John Tibbits, as well as letters to Provincial Ministers and MPPs
- A form letter is being created where students can add their own stories and send
- An FAQ page is being created for the website where links to the letters can be found. Intend to launch this by mid next week

- The goal of the campaign is to expand the tuition freeze to 2021-22, mandate a reduction of international tuition by 2025-2026, increase core funding to account for inflation rates on an ongoing basis
- Would not suggest to students to not pay full tuition as this could affect students in a negative way.

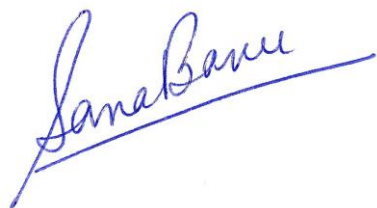
## ADJOURNMENT

## PROCEDURAL

Presenter: Paul Banks, Chair

### Motion to adjourn at 8:09 PM

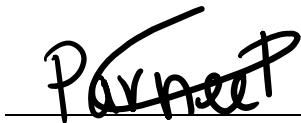
Forward: Harsh Singh  
Second: Harley Potter  
Abstain: None  
Opposed: None  
Approve: All  
Motion: Carried



President

24<sup>th</sup> June, 2021

Date



Secretary

24<sup>th</sup> June, 2021

Date