

MEETING MINUTES

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

AGENDA TOPICS

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

BOARD OF DIRECTORS /// MEETINGS

CONESTOGA
STUDENTS INC

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 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

BOARD OF DIRECTORS /// MEETINGS

CONESTOGA
STUDENTS INC

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



24th June, 2021

President

Date



24th June, 2021

Secretary

Date