

**AGENDA**  
**Board of Directors Meeting**  
March 19, 2015; 7:00 p.m.  
Welland Campus  
SAC Boardroom, SA208

**Chairperson:** Chris Williams

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|-----------------------------|-------|
| 1. Declaration of Conflicts | 1 min |
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**Items for Approval**

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|-----------------------------------------------------------------------------|-------|
| 2. Approval of Agenda                                                       | 1 min |
| 3. Approval of Previous Meeting Minutes – February 26, 2015                 | 2 min |
| 4. Bills & Income Statements – Karen Marasco                                | 2 min |
| 5. President Report – Shane Malcolm                                         | 2 min |
| 6. Verbal Executive Vice Presidents Update – Matt Cowell/AliceMary Nakiwala | 5 min |
| 7. New Business                                                             | 2 min |

**Action Items**

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|----------------------------------------|--------|
| 8. The Armoury – Jenn Howarth          | 10 min |
| 9. Public Safety Update – Jenn Howarth | 10 min |

**Point of Interest Items**

- |                                          |        |
|------------------------------------------|--------|
| 10. Student Centre Report – Jenn Howarth | 10 min |
|------------------------------------------|--------|

**Items for Decision/Discussion**

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|----------------------------------------------------------|--------|
| 11. Transit Update – Jenn Howarth                        | 10 min |
| 12. SAC Scholarships – Karen Marasco                     | 5 min  |
| 13. Budgets & Summary – Jenn Howarth/Karen Marasco       | 10 min |
| 14. Clubs – Shane Malcolm                                | 15 min |
| 15. Event Management/Many Hands Donation – Shane Malcolm | 5 min  |
| 16. Board of Directors 2015-16 Approval                  | 5 min  |
| 17. New Business                                         | 2 min  |
| 18. Agenda Items for Next Meeting                        | 2 min  |
| 19. Next Meeting                                         | 2 min  |

**Board of Directors Meeting**

March 19, 2015; 7:00 p.m.

Welland Campus

SAC Boardroom, SA208

Present:	Jenn Howarth	Karen Marasco	Chris Williams	Myra Pisano
	Vince Malvaso	Lesley Calvin	Shane Malcolm	AliceMary Nakiwala
	Jasmine Olah	Jamie-Lynn Gillingham	Nick Appelman	Matt Cowell
	Brittany Lightheart	Nimisha Sumathi	Tanvi Dave	Megan Paterson
	Gabriela Hernandez Maltos			

Regrets: Charles Burley

Recording Secretary: Heather Storey

This meeting was called to order at 7:02 p.m. and chaired by Chris Williams.

Action Items

<b>SAC 9.1</b>	<p><b>Declaration of Conflicts</b> The following conflicts were declared:</p> <p>None.</p>	
<b>SAC 9.2</b>	<p><b>Items for Approval</b> <b>Approval of Agenda</b></p> <p><b>Motion made to approve the agenda for the March 19, 2015 Board of Directors meeting as submitted.</b></p> <p>Motioned by: Gabriela Hernandez Maltos Seconded by: Tanvi Dave</p> <p>All in Favour, Carried.</p>	
<b>SAC 9.3</b>	<p><b>Items for Approval</b> <b>Approval of Previous Meeting Minutes</b></p> <p><b>Motion made to approve the minutes from the February 26, 2015 meeting as amended.</b></p> <p>Motioned by: Matt Cowell Seconded by: Megan Paterson</p> <p>Discussion: Jenn pointed out that in Agenda Item #8.9 'Educator of the Year/Student Success Banquet', it stated that Matt Cowell presented this topic, however it was actually Shane Malcolm.</p> <p>All in Favour, Carried.</p>	
<b>SAC 9.4</b>	<p><b>Items for Approval</b> <b>Bills &amp; Income Statements</b></p> <p><b>Motion made to accept the Bills and Income Statements as submitted.</b></p> <p>Motioned by: Jasmine Olah Seconded by: Nimisha Sumathi</p> <p>All in Favour, Carried.</p>	
<b>SAC 9.5</b>	<p><b>Items for Approval</b> <b>President Report – Shane Malcolm</b></p> <p>The President's Report was sent to the Board at an earlier date for them to review. Shane Malcolm outlined the many activities and meetings he has participated in, in the past month.</p>	

	<p><b>Motion made to accept the President’s Report as presented.</b></p> <p>Motioned by: Tanvi Dave          Seconded by: Nick Appelman</p> <p>All in Favour, Carried.</p>	
<p><b>SAC 9.6</b></p>	<p><b>Items for Approval</b>  <b>Verbal Executive Vice Presidents Update</b></p> <p><b>AliceMary Nakiwala, Welland campus</b>          AliceMary reported that the Rise &amp; Shine Breakfast program continues to be successful and have been serving hundreds of students. She also stated that Jasmine’s face-to-face interactions utilizing the promotional kiosk have been well received by students. The Welland executive team picture was taken by Bryan Groff on Tuesday; all directors were asked to wear their ‘Niagara College’ t-shirt. The vacant position of Director of Student and Community Relations have been divided amongst the other directors, each being delegated to a department; Jasmine has been working with Residence, Jamie-Lynn has been assigned the First Nations, Métis, and Inuit Student Services department, Nick has been the direct contact for International, and AliceMary has been the SAC Representative for Athletics. Charles will assist everyone in communicating with their designated departments. AliceMary informed the Board of the massive success of the first ever NC Fan Expo that was spearheaded by Charles and Adam. This was a three-day long event that included a video game tournament, a vendor fair, and finally ended with a ‘Pixelated’ Pub Night. In addition, Nick is also busy planning an art exhibition silent auction called ‘Niagara’s Got Art’ which focuses on raising funds for the Student Emergency Food Bank; he has spent a lot of his time informing students of this opportunity as well as department heads. AliceMary also stated that she will be holding a SAC Awareness Day on Tuesday March 24<sup>th</sup> in The Core. Students will receive free hot chocolate and popcorn, and there will also be cash cube on the stage. Students who are able to answer questions about NCSAC will have the opportunity to go in the cash cube and win money! Lastly, Jamie-Lynn has created a criteria grid to aid her in selecting her Volunteer of the Year, as well as Club of the Year for the Night of Excellence.</p> <p><b>Matt Cowell, Niagara-on-the-Lake campus</b>          Matt updated the Board on the recent events that have been held at the Niagara-on-the-Lake campus. The 90’s Pub Night had a great turn out and was well received by students. There have been a few student clubs who have hosted events, such as the NCSAC Students for Life Club and the NCSAC Ukrainian Club. In addition, Megan’s ‘Hop for Hunger’ community food drive brought in over 70 bags full of donated food for the Student Emergency Food Bank. Matt informed the Board about the Niagara-on-the-Lake executive team planning to purchase a music system in addition to a ‘Go Pro’ camera to obtain footage for promotional materials and to record events. Megan has a Pancake Breakfast that will take place next week in addition to a Financial Awareness Day which she has asked some Accounting students to attend and participate. Matt stated that Niagara-on-the-Lake will also be holding a cash cube event on March 25<sup>th</sup> in The Armoury. Finally, Matt shared the plans of hosting a final event for the students of the Niagara-on-the-Lake campus on April 9<sup>th</sup>, 2015 with a barbeque and inflatables in the courtyard.</p>	
<p><b>SAC 9.7</b></p>	<p><b>Items for Approval</b>  <b>New Business</b></p> <ul style="list-style-type: none"> <li>• Prior Learning Assessment and Recognition (PLAR) – Lesley Calvin</li> </ul> <p><b>Motion made to approve New Business.</b></p> <p>Motioned by: Megan Paterson          Seconded by: Jasmine Olah</p> <p>All in Favour, Carried.</p>	

<p><b>SAC 9.8</b></p>	<p><b>Action Items</b> <b>The Armoury – Jenn Howarth</b></p> <p><b>This agenda item will be tabled until the next Board of Director’s meeting in April where Jenn will present a Capital Proposal.</b></p>	<p>Jenn Howarth</p>
<p><b>SAC 9.9</b></p>	<p><b>Action Items</b> <b>Public Safety Update – Jenn Howarth</b></p> <p>Jenn has not heard back from Steve Hudson regarding the Academic Advisory Concern piece of the Inclement Weather Policy. In addition, Jenn informed the Board that she had delegated Chris with attending the next Public Safety Committee meeting which will discuss Fire Marshals and the new signage/safety zones; this meeting will take place on March 24<sup>th</sup>, 2015 as Jenn has a prior commitment to attend a U-Pass Steering Committee meeting.</p>	<p>Jenn Howarth</p>
<p><b>SAC 9.10</b></p>	<p><b>Action Items</b> <b>Student Centre Report – Jenn Howarth</b></p> <p><b>The Student Centre Report was sent to the Board at an earlier date for them to review.</b></p>	
<p><b>SAC 9.11</b></p>	<p><b>Items for Decision/Discussion</b> <b>Transit Update – Jenn Howarth</b></p> <p>Jenn explained that she and Shane have been working towards finalizing the contracts and routes for Summer transit. Jenn informed the Board with the recent developments surrounding Regional transit: For the first time, Niagara College students will be able to use their U-Pass on Regional transit this summer. Jenn and Shane were able to negotiate a deal to pay Regional Transit a lump sum fee for the students to use Regional Transit, which is beneficial as there are pick-up and drop-off locations at the Niagara Outlet Collection Mall in Niagara-on-the-Lake (across the street from the Niagara-on-the-Lake campus). In exchange, every Regional monthly pass user will be allowed to utilize the Niagara College shuttle buses. As a continuation, Regional transit authorities have asked Jenn and Shane to meet this summer to develop an action plan for September that would allow Niagara Regional buses have designated pick-up and drop-off locations at Niagara College campuses; this would eliminate the need to use Niagara Falls transit, with the exception of inner city transit. Additional plans for summer transit includes a shuttle bus from Niagara-on-the-Lake to Welland to Target Plaza in Niagara Falls. Jenn stated that this bus is often overwhelmed, so we have scheduled ‘express shuttles’ that will run in the morning as well as between 4:30 – 6:30 p.m. to help with the peak ridership times. To simplify the information for Summer transit routes, Jenn will be meeting with Myra Pisano, Marketing and Events Assistant, to create a large scale colour-coded map with legends to help show students what routes they are able to use to get to and from school. Jenn stated that these plans would allow for the transit budget to stay positive, which may allow for the possibility of implementing limited Saturday service in the future. Jenn has received a document that states that classes at the Niagara Falls campus have been scheduled between the hours of 9:30 a.m. – 5:30 p.m. Therefore, the schedules were created keeping in mind the need to get students to the Niagara Falls campus by 9:30 a.m. and also provide transit to allow all students to make their connections at the end of their day. In addition, classes at Niagara-on-the-Lake and Welland have been scheduled from 8:30 a.m. – 6:30 p.m. with the transit schedules reflecting those times. Once all of the details are finalized and up-to-date Jenn will be sending out all schedules to the Directors.</p>	
<p><b>SAC 9.12</b></p>	<p><b>Items for Decision/Discussion</b> <b>SAC Scholarships – Karen Marasco</b></p> <p>With the interest that will be accumulated in the SAC Scholarship Fund account next year to pay out the SAC scholarships, not including the Memorial scholarships. With the principal held in the account from which we pay the memorial scholarship, we will be able to increase these two scholarships to \$2,000.00 each next year.</p> <p>In regards to the SAC scholarships, Karen made the following suggestions:</p> <ol style="list-style-type: none"> <li>1. The highest scholarship awarded at Niagara was this year at \$3,700.00. Karen recommended that we increase the SAC Presidents' Scholarship to \$5,000.00 making it the most prestigious</li> </ol>	

	<p>award of Niagara College. This would pay the full tuition for a student in most programs. This award has an academic element of 'receiving a term average of at least 90%'.</p> <ol style="list-style-type: none"> <li>2. Karen also recommended that we enhance the requirements for the Executive Vice President scholarship by adding an academic element such as 'receiving a term average of at least 80%' and award \$3,500.00 for this one. (If we have the available funds, she would like to make this one \$4,000.00.)</li> <li>3. The above would leave approximately \$11,500.00 of which she recommended that we split between the current remaining four at \$2,250.00 totaling \$9,000.00.</li> </ol> <p>With the remaining funds (\$2,500.00) Karen recommend the following:</p> <ol style="list-style-type: none"> <li>a. Offer a new 'entrance' scholarship to a person entering Niagara with 'student government experience &amp; interests' of \$1,500.00. These are SAC Awards but none have ever been related to student government.</li> <li>b. Offer a cash award/bursary to our volunteers of the year at the April banquet of \$500.00 each.</li> </ol> <p>Helen Armstrong, NC Foundation, indicated that she will know in April what amount we will be working with for next year. This will allow us to start offering the Volunteer bursaries this year. Helen also indicated that we would need to separate some of the principal amount to create the new 'entrance' scholarship and it would be included in the many awards/scholarships that the college awards in June (just enough to generate approximately \$1,500.00 in interest or more per year).</p> <p><b>Motion made to approve the SAC Scholarships proposal as presented.</b></p> <p>Motioned by: Brittany Lighthead  Seconded by: Jasmine Olah</p> <p>Discussion: The idea of creating an International Bursary was discussed. It was stated that a formal proposal would have to be prepared for the endowment fund. Karen, Jenn, Gabriela, and Helen will meet to work out the logistics and will meet with Financial Aid, as well as International to discuss this possibility.</p> <p>All in Favour, Carried.</p>	
<p><b>SAC 9.13</b></p>	<p><b>Items for Decision/Discussion</b>  <b>Budgets &amp; Summary – Jenn Howarth/Karen Marasco</b></p> <p>Jenn sent out the 2015-2016 budgets to the board prior to the meeting. Jenn asked the board to voice any concerns they may have regarding the updated budget for the 2015-2016 fiscal year. Jenn informed the Board that a new expense budget line was created for Health and Safety. In addition, there have been several increases to certain budgets, including Global Campaigns, Seafood Gala, Rise &amp; Shine Breakfast Program, Leadership Programs, and SAC Wages. There has been a decrease to the Global Excursions budget, as for two years in a row the full amount has not been used.</p> <p><b>Motion made to approve the 2015-2016 Global Budget as presented.</b></p> <p>Motioned by: Tanvi Dave  Seconded by: Gabriela Hernandez Maltos</p> <p>Discussion: Each council was reminded that the campus-specific budgets need to be approved at the next Executive Meeting.</p> <p>All in Favour, Carried.</p>	
<p><b>SAC 9.14</b></p>	<p><b>Items for Decision/Discussion</b>  <b>Clubs – Shane Malcolm</b></p> <p>In light of some challenges that have been faced this past year in regards to subject-sensitive clubs, Shane proposed that the Club Application be amended moving forward to address these types of controversial topics. It is important to note that each club has been very compliant with the processes</p>	

	<p>that are in place, and have abided all rules. Shane has met with Rick Anderson, acting Vice President of Student and External Relations to discuss what the next steps should be in addressing these types of clubs. He has also spoke with Brock University Student Union (BUSU) who share the same struggles as Niagara College. Currently, Niagara College does not have the facilities to house club gatherings or demonstrations, and therefore they are set up in the halls for all students to see, which can sometimes cause distress to some students who are passing by. Shane would like to identify some limitations to where clubs can set up and would like to gain support from Niagara College in doing so. Shane also outlined how it is important not to censor student views, and that everyone should be able to exercise their freedom of speech. It was stated that it is important to look at clubs holistically and to focus on how clubs conduct themselves as opposed to their views. It was suggested that 'Incident Files' should be recorded and placed in a club folder to keep background information. Shane asked the Board if anyone has any concerns or suggestions for revisions to the Club Application to please contact Gabriela or Jamie-Lynn.</p>	
<p><b>SAC 9.15</b></p>	<p><b>Items for Decision/Discussion</b>  <b>Event Management/Many Hands Donation – Shane Malcolm</b></p> <p>Each year the Events Management Program hosts a number of fundraising events in support of the Many Hands Project. This year's Many Hands Project recipient is Strive Niagara located in Welland, Ontario. Strive Niagara is a non-profit, social service organization dedicated to assisting the less fortunate by fostering the independence of young families who are pursuing an education by providing quality childcare and other necessary supports. We have been working with two groups from this class who will be hosting both events campus: World's Largest Dessert Party (NOTL), and League of Legends Tournament (Welland). This request is being made to for contribute to their overall fundraising goal.</p> <p><b>Motion made to approve \$500.00 for the Event Management/Many Hands Donation allocated from the SAC Cares budget.</b></p> <p>Motioned by: Shane Malcolm  Seconded by: Matt Cowell</p> <p>All in Favour, Carried.</p>	
<p><b>SAC 9.16</b></p>	<p><b>Items for Decision/Discussion</b>  <b>Board of Directors 2015-16 Approval</b></p> <p><b><u>2015-2016 Board of Directors</u></b>  AliceMary Nakiwala – Executive Vice President (WC)  Matthew Cowell – Executive Vice President (NOTL)  Samantha Cianchino – Director of Goodwill (WC)  Marcus Herrod – Director of Goodwill (NOTL)  Ryan Huckla – Director of Social Programming (WC)  Brittany Lightheart – Director of Social Programming (NOTL)  Morgan Yeates – Director of Student and Community Relations (WC)  Fred Donker – Director of Student and Community Relations (NOTL)  Jamie-Lynn Gillingham – Director of Clubs (WC)  Matthew Burnip – Director of Clubs (NOTL)  Alex Sobschak – Director of Communications (WC)  Nimisha Sumathi – Director of Communications (NOTL)</p> <p><b>Motion to approve the incoming Board of Directors for the 2015-2016 year.</b></p> <p>Motioned by: Gabriela Hernandez Maltos  Seconded by: Shane Malcolm</p> <p>All in Favour, Carried.</p>	
<p><b>SAC 9.17</b></p>	<p><b>Items for Decision/Discussion</b>  <b>New Business</b></p>	

	<p><b>Prior Learning Assessment and Recognition (PLAR) – Lesley Calvin</b>  Lesley informed the Board that serving as a Director on the Niagara College Student Administrative Council qualifies for a ‘Student Leadership’ PLAR credit and encouraged all Directors to apply. Karen has all of the paperwork and can further explain the procedure.</p>	
<p><b>SAC 9.18</b></p>	<p><b>Items for Decision/Discussion</b>  <b>Agenda Items for Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Capital Planning Proposal – Jenn Howarth</li> <li>• Financial Management Policy – Jenn Howarth</li> <li>• In Camera – Jenn Howarth</li> <li>• Niagara TV – Shane Malcolm</li> <li>• End of the Year Assessment – Shane Malcolm</li> </ul>	
<p><b>SAC 9.19</b></p>	<p><b>Items for Decision/Discussion</b>  <b>Next Meeting</b></p> <p>The next meeting is to be held on April 9, 2015 at the Niagara-on-the-Lake campus at 7:00 p.m. Room: W212.</p>	

There being no other business, the meeting was adjourned at 8:28 p.m.

Approved:

Shane Malcolm  
President