

AGENDA
Board of Directors Meeting
March 7 2016; 7:00 p.m.
Welland Campus
Applied Health Boardroom, AH255

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. Board of Governor's Update – Naasson Huyler | 5 min |
| 4. Approval of Motions | 1 min |
| 5. Approval of Previous Meeting Minutes – February 8, 2016 | 2 min |
| 6. Bills & Income Statements – Karen Marasco | 2 min |
| 7. New Business | 2 min |
| 8. President Report – Shane Malcolm | 10 min |
| 9. Verbal Campus Updates – AliceMary Nakiwala, Matt Cowell & Alvin Mutagubya | 5 min |

Action Items

Point of Interest Items

- | | |
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| 10. Capital Vision Update – Shane Malcolm & Jenn Howarth | 30 min |
| 11. Executive Director Report – Jenn Howarth | 5 min |
| 12. Insurance Update – Jenn Howarth | 5 min |
| 13. Inclement Weather Policy – Jenn Howarth | 5 min |

Items for Decision/Discussion

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| 14. 2016-2017 Budget Approval – Jenn Howarth | 5 min |
| 15. Athletics Agreement – Jenn Howarth | 5 min |
| 16. Niagara Safety Village Donation – Ryan Huckla | 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 7 2016; 7:00 p.m.
 Welland Campus
 Applied Health Boardroom, AH255

Present: Jenn Howarth Karen Marasco Chris Williams Adam Maiolo
 Myra Pisano Jennifer Olm Vince Malvaso Lesley Calvin
 Shane Malcolm AliceMary Nakiwala Alex Sobschak Jamie-Lynn Gillingham
 Ryan Huckla Ryan Krafft Samantha Cianchino Brittany Lightheart
 Nimisha Sumathi Matt Cowell Fred Donkor Matt Burnip
 Marcus Herrod Alvin Mutagubya

Guests: Aman Arora Vineet Bhatia Jennifer Siman Richard Yaskom
 Danylo Artemenko Mayank Sharma Cameron MacDonald Carter Watson
 Naasson Huyler

Scribe: Heather Storey

This meeting was called to order at 7:07 p.m. and chaired by Chris Williams.

		Action Items
SAC 9.1	<p>Declaration of Conflicts The following conflicts were declared:</p> <p>None.</p>	
SAC 9.2	<p>Items for Approval Approval of Agenda</p> <p>Motion made to approve the agenda for the March 7, 2016 Board of Directors meeting as submitted.</p> <p>Motioned by: Fred Donkor Seconded by: Ryan Krafft</p> <p>Discussion: Shane stated that Pam Skinner is currently in Saudi Arabia and therefore was unable to attend the meeting. Shane stated that he and Jenn will be providing the Capital Vision Update. In addition, Shane stated that Agenda Item #3 "Board of Governor's Update" be switched on the agenda with Agenda Item #10 "Capital Vision Update".</p> <p>All in Favour, Carried.</p>	
SAC 9.3	<p>Point of Interest Items Board of Governor's Update – Naasson Huyler</p> <p>Naasson stated that there are a few Mental Health Initiatives that will be put in place at Niagara College to ensure that awareness is raised. On February 25, 2016 there was the big launch event for the new Human Resources Degree Program. The College's big focus right now are the completion of the expansions taking place including the Rankin Building as well as the Canadian Food and Wine Institute (CFWI) expansions. Naasson talked about how being the Board of Governor's Representative has been a great experience for him and has provided many opportunities for learning. He has enjoyed working to help bridge the gap between international and domestic students which he mentioned is very important. The College will continue to focus on the completion of planned projects and the possibility of student focus groups. Naasson will follow-up at the next Board of Governor's meeting regarding the Niagara Falls Campus.</p>	
SAC 9.4	<p>Items for Approval Approval of Motions</p> <p>Motion made to approve the prepared motions for the March 7, 2016 Board of Directors meeting as submitted.</p>	

	<p>Motioned by: Nimisha Sumathi Seconded by: Jamie-Lynn Gillingham</p> <p>All in Favour, Carried.</p>	
SAC 9.5	<p>Items for Approval Approval of Previous Meeting Minutes – February 8, 2016</p> <p>Motion made to approve the minutes from the February 8, 2016 meeting as submitted.</p> <p>Motioned by: Alex Sobschak Seconded by: AliceMary Nakiwala</p> <p>Discussion: Jenn mentioned that there is one amendment required for the Health Care Ancillary Fee motion.</p> <p>February 8, 2016 Motion: <i>Motion made to recommend to the Board of Governors that the proposed 2016-17 NCSAC Compulsory Ancillary Fees be approved for the 2016-2017 academic school year as outlined above.</i></p> <p>Amended Motion: <i>Motion made to recommend to the Board of Governors that the proposed 2016-2017 NCSAC Health Care fee be approved at \$220.00 for the 2016-2017 academic school year.</i></p> <p>All in Favour, Carried.</p>	
SAC 9.6	<p>Items for Approval Bills & Income Statements</p> <p>Motion made to accept the Bills and Income Statements as submitted.</p> <p>Motioned by: Fred Donkor Seconded by: Brittany Lightheart</p> <p>All in Favour, Carried.</p>	
SAC 9.7	<p>Items for Approval New Business</p> <ul style="list-style-type: none"> • Elections Voting – Jenn Howarth • Approval of 2016-2017 Ancillary Fees – Shane Malcolm • Special Olympics – Shane Malcolm • Niagara Falls Campus Update – Shane Malcolm • Night of Excellence – Shane Malcolm • Healthy Initiatives for March/April – Fred Donkor <p>Motion made to approve New Business.</p> <p>Motioned by: Ryan Huckla Seconded by: Matt Burnip</p> <p>All in Favour, Carried.</p>	
	<p>Samantha Cianchino arrived late to the meeting at 7:17 p.m.</p>	
SAC 9.8	<p>Items for Approval President Report – Shane Malcolm</p> <p>The President’s Report was sent to the Board at an earlier date for them to review. Shane Malcolm</p>	

	<p>outlined the many activities and meetings he has participated in over the past month.</p> <p>Motion made to accept the President’s Report as submitted.</p> <p>Motioned by: Ryan Krafft Seconded by: Matt Cowell</p> <p>Discussion: Shane mentioned that on Friday March 11, 2016, he will be attending the Premier’s Riding in Toronto to help facilitate a session for high school students on Leadership and Self-Awareness. Next week Shane and AliceMary will also be attending the first NCCU International Roundtable discussion to advise the policy direction for International Students moving forward. The goal will be to learn about the experiences had by International Students attending post-secondary schools and there will be a second meeting in April with stakeholders.</p> <p>All in Favour, Carried.</p>	
<p>SAC 9.9</p>	<p>Items for Approval Campus Update – AliceMary Nakiwala/Matt Cowell/Alvin Mutagubya</p> <p>AliceMary Nakiwala, Executive Vice President, Welland Campus AliceMary provided some information about what she and the other Directors have been participating in since the last Board of Directors Meeting. The Rise & Shine Breakfast Program has had between 100-200 students every Tuesday and Thursday morning and volunteers have also attended regularly. AliceMary has held two Class Rep meetings which both had a low turnout, however good feedback was received. The Trivia Nights at the Welland campus have been successful and will be continuing into April. Some other events that have been held include: a pool tournament, Valentine’s Day Rose Sale fundraiser, and Sexy Bingo featuring sexual health information. The Niagara Regional Public Health Department was outside of The Core during Sexy Bingo and were asking students questions and giving out the Bingo cards. The questions were regarding STI Testing, Safe Sex and Substance Abuse. On February 16, 2016, the NCSAC Students for Life Club was financially sanctioned at the Welland Executive Meeting. Another February event that took place was Deal or No Deal and a total of \$351.00 was given away to students. Also in February, the Welland executives hosted a Cash Cube event that was held in The Core and a total of \$1,075.00 was given away in cash, gift cards and other prizes. The Directors also held a Pasta Comedy Night and a ‘Break the Bank’ event for Clubs who raised a total of 1,041 food items donated.</p> <p>Matt Cowell, Executive Vice President, Niagara-on-the-Lake Campus The Directors at Niagara-on-the-Lake held and participated in quite a few events since the last Board of Directors Meeting including: Sexy Bingo, an Elections Fair, Break the Bank, Blue Mountain Excursion, Volunteer of the Month, and a Valentine’s Day Flower Sale raising \$130.00 for the Food Bank. There are several upcoming events in March and April include: Karaoke Night, Deal or No Deal, Gold Digger, Spring Open House, and Hop for Hunger food drive campaign. The Breakfast Program has continued to be a success with an average of 150 students attending each Tuesday and Thursday morning.</p> <p>Alvin Mutagubya, Director of Student Affairs, Niagara Falls Campus Alvin has organized a few events including Love Week, Lip Sync Battles, Monday Movies in the Student Commons area with free popcorn and a few Niagara Falls students also participated in the Blue Mountain Excursion. Upcoming ideas for March and April include an Egg Hunt and he is currently looking into organizing a bike program near the Falls.</p>	
<p>SAC 9.10</p>	<p>Point of Interest Items Capital Vision Update – Shane Malcolm & Jenn Howarth</p> <p>Following the last Board Meeting, a focus group was held with the Directors from the Niagara-on-the-Lake Campus, however due to inclement weather on February 16, 2016, the focus group with the Welland Directors was cancelled. Jenn forwarded the questions raised by the Directors to Pam Skinner for her to address. The feedback received will be forwarded to the Board. On Friday, March 4, 2016 Shane, Jenn, Vince Malvaso, Ralph Scholtz and Pam Skinner met together to discuss questions and concerns that have been raised. Shane informed the Board that the fee agreement is still currently</p>	<p>Shane Malcolm/ Jenn Howarth</p>

	<p>being updated. Vince recommended bringing back the old Fee Agreement from 2000 when the first capital expansion was done to take some of that language and see how it was articulated to ensure the new fee agreement reflects the same language. In addition, NCSAC is looking at implementing some guiding principles from a SAC perspective that will be included in the new MoU to guide SAC's vision for the projects from year to year. Jenn and Shane will sit down together with the Board and will work on creating the guiding principle to ensure the essence of the projects comes to fruition and the original vision of the Board is carried out. The final decision will be brought to the April Board of Directors Meeting for discussion. Updates will be given out around March 21 - 22, 2016, at the April Board of Directors Meeting and then the final MoU will be signed no later than April 30, 2016.</p> <p>Construction updates were provided for both the Welland and Niagara-on-the-Lake Campus. The Rankin Technology Centre as well as the CFWI Building are moving along. This summer the very intense construction and renovation projects will begin on the lower ground floor of the Niagara-on-the-Lake Campus. Shane will discuss at a later time what the exact timelines will be extended to and the impact this will have on students and classes. Concerns were brought to Pam and the other representatives about when exactly the gym will be built at the Niagara-on-the-Lake Campus and how the financial restriction component will affect the project. All projects that are supposed to start in May need to go to tender by the end of March. The College will draft a few scenarios for the Board to look at regarding timelines and financials of projects, including the gym at the Niagara-on-the-Lake campus. Shane also informed the Board that the turf field at Welland has been taken off the list of Capital Vision projects. Final timelines will be sent to the Board when they are available. Construction will begin soon outside of The Core, and the Simcoe hall which will definitely impact student life. Shane presented some drawings of the expected renovations for both campuses.</p>	
<p>SAC 9.11</p>	<p>Point of Interest Items Executive Directors Report – Jenn Howarth</p> <p>The Executive Director's Report was sent to the Board at an earlier date for them to review. Jenn Howarth explained to the board that she will be presenting an Executive Director's Report monthly.</p>	
<p>SAC 9.12</p>	<p>Point of Interest Items Insurance Update – Jenn Howarth</p> <p>Jenn reminded the Board that NCSAC's insurance policy expires on March 31 each year. Jenn has resubmitted an insurance renewal which includes the new furniture for The Armoury, the A/V equipment and the furniture for the Niagara Falls Campus. SAC's insurance policy includes \$5 million liability policy and another \$5 million of coverage giving us a total of \$10 million policy.</p>	
<p>SAC 9.13</p>	<p>Point of Interest Items Inclement Weather Policy – Jenn Howarth</p> <p>After the last snow day, Jenn and Shane received quite a few questions regarding the Inclement Weather Policy. On the last snow day the call was made very late at 7:30 a.m. which meant that some students had already arrived at the campus or started traveling to the campus. In the Inclement Weather Policy it states that if a staff member feels uncomfortable traveling to work they can submit a vacation day and get the day off of work. In the policy it does not state what the rights of a student are. The policy went through the College Operations Group (COG) a year ago and a robust conversation was had, however it hasn't been back to the group since. Jenn and Shane brought this challenge to Rick Anderson, the Director of Student Services, to see if the policy for students can be finalized. When there is inclement weather, Jenn will continue to utilize BambooHR and email to contact the SAC Team. The policy states that a call should be made by 6:30 a.m.</p>	
<p>SAC 9.14</p>	<p>Items for Decision/Discussion 2016-2017 Budget Approval</p> <p>Motion to approve the 2016-17 Global Budget as presented.</p> <p>Motioned by: Fred Donkor Seconded by: Ryan Huckla</p> <p>All in Favour, Carried.</p>	

<p>SAC 9.15</p>	<p>Items for Decision/Discussion Athletics Agreement – Jenn Howarth</p> <p>The current agreement that NCSAC has with Athletics regarding funding the Annual Athletics Awards is expiring this year. Therefore, the Niagara College Student Administrative Council (NCSAC) is proud to support the Annual Athletics Awards Banquet for the period of three more years (2016-2018) in the amount of \$3,000 per annum for the following awards:</p> <p>Male/Female Athlete of the Year Male/Female Rookie of the Year Male/Female Tournament Sport Athlete of the Year Male/Female Leadership Award Male/Female Academic Award</p> <p>Motion to approve the Athletics Agreement as presented for Student Athletic scholarships for April 2016, 2017 & 2018.</p> <p>Motioned by: Jamie-Lynn Gillingham Seconded by: Samantha Cianchino</p> <p>All in Favour, Carried.</p>	
<p>SAC 9.16</p>	<p>Items for Decision/Discussion Niagara Safety Village – Ryan Huckla</p> <p>As a result of vandalism at the Niagara Safety Village, they are in need of donations to repair the damages.</p> <p>Motion made to allocate \$500.00 from SAC Cares Donations budget to contribute to the Niagara Safety Village repairs fund.</p> <p>Motioned by: Ryan Huckla Seconded by: Alex Sobschak</p> <p>Discussion: Karen will send out information for those interested in donating their time to help repair the building. Karen also mentioned to Lesley that she will forward the information to her as well for the volunteers at the Centre for Student Engagement and Leadership to participate.</p> <p>All in Favour, Carried.</p>	
<p>SAC 9.17</p>	<p>Items for Decision/Discussion New Business</p> <p>Elections Voting – Jenn Howarth Jenn provided an update in regards to student voting and voter turn-out so far. As with any new process, there were some challenges encountered, however Jenn and Adam were able to problem-solve and come up with a comprehensive solution to reach all Niagara College students to inform them about the new voting process. Matt Burnip suggested that a post should be made on Blackboard to encourage students to vote this week.</p> <p>Approval of 2016-2017 Ancillary Fees – Shane Malcolm The SAC-endorsed ancillary fees were brought to the Board of Governors in February and were approved. Shane provided an in-depth review of the 2016-17 Ancillary Fees.</p> <p>Special Olympics – Shane Malcolm The Knights of Columbus have reached out to Niagara College to see if the Special Olympics flag could fly for one full day at the Welland campus to promote the games. The flag would be raised at 9:00 a.m. on April 21, 2016 and the flag would be lowered at 4:00 p.m. SAC will have to reach out to the institution regarding this request. Chris will contact Facilities Management Service (FMS) to put the flag</p>	

	<p>up. There will also be a bigger flag and a book for students to sign their names on. This would be taking place at the Welland Campus.</p> <p>By consensus it was agreed that NCSAC will contact Niagara College in order to fly the Special Olympics flag at the Welland Campus on April 21, 2016.</p> <p>Niagara Falls Campus Update – Shane Malcolm The Institution has made a commitment to keep the Niagara Falls Campus open at least until 2018. SAC will need to continue to integrate student life in that campus. Natalee Tokar, Niagara Falls Campus Manager presented a plan of action for moving forward which was approved by the Niagara College Executive Team. A formation of a Campus Operations Advisory Group (COAG) will be put into place and they will help with moving the Niagara Falls Campus in a strategic direction. Shane recommended that he, the incoming President, Jenn, and the Director of Student Affairs should be the SAC representatives of this committee group.</p> <p>Night of Excellence – Shane Malcolm Night of Excellence is taking place on April 14, 2016. During Reading Week, Ron sent out details regarding the “Hello” parody video that will need to be made with the Directors. A date will need to be picked to do the filming and it may require time after working hours. A “Friends” parody video will still be made and will be shot in The Armoury. In addition, Shane encouraged all Directors to promote the Educator of the Year Award. Shane will send out an e-mail containing the award information to all associate deans so they can also share it. The deadline for entries is March 24, 2016.</p> <p>Healthy Initiatives for March/April – Fred Donkor The Healthy@NC Dodgeball Tournament that was going to be held at the Niagara-on-the-Lake Campus in March has been cancelled due to scheduling restraints with the gym. Instead, a global contest will be held for all students and faculty called “Diet-Bet”. This is a weight-loss competition that encourages all to enroll and try to lose 4% of their body weight within 4 weeks. Enrolment is \$10.00, and the money gets added to a 50/50 draw which will be awarded to the winner of the competition. Fred will send out more details via e-mail.</p>	
<p>SAC 9.18</p>	<p>Items for Decision/Discussion Agenda Items for Next Meeting</p> <p>None.</p>	
<p>SAC 9.19</p>	<p>Items for Decision/Discussion Next Meeting</p> <p>The next meeting is to be held on April 4, 2016 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 8:36 p.m.

Approved:

Shane Malcolm
President