

AMENDED AGENDA
Board of Directors Meeting
November 13 2014; 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. Capital Vision Update – Teresa Quinlin | 30 min |
| 4. Approval of Previous Meeting Minutes – October 9, 2014 | 2 min |
| 5. Bills & Income Statements – Karen Marasco | 2 min |
| 6. President Report – Shane Malcolm | 5 min |
| 7. Verbal Executive Vice Presidents Update – Matt Cowell/AliceMary Nakiwala | 5 min |
| 8. New Business | 2 min |

Action Items

Point of Interest Items

- | | |
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| 9. Executive Director Report – Jenn Howarth | 5 min |
| 10. CSA October Conference Report – Matt Cowell/AliceMary Nakiwala | 10 min |
| 11. Halloween Pub Night Post Evaluation – Charles Burley | 5 min |

Items for Decision/Discussion

- | | |
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| 12. Accessibility Policy – Jenn Howarth | 5 min |
| 13. Poppy Donation – Shane Malcolm | 5 min |
| 14. Budget Reallocation – Adam Maiolo | 5 min |
| 15. Movember Comedy Show – Adam Maiolo | 5 min |
| 16. January Comedy Show Week – Adam Maiolo | 5 min |
| 17. Dan Gheesling – Adam Maiolo | 5 min |
| 18. Children’s Christmas Party – Adam Maiolo | 5 min |
| 19. Staff Christmas Party – Adam Maiolo | 5 min |
| 20. New Business | 2 min |
| 21. Agenda Items for Next Meeting | 2 min |
| 22. Next Meeting | 2 min |

Board of Directors Meeting
 November 13 2014; 7:00 p.m.
 Welland Campus
 SAC Boardroom, SA208

Present: Jenn Howarth Karen Marasco Chris Williams Adam Maiolo
 Myra Pisano Vince Malvaso Lesley Calvin Shane Malcolm
 AliceMary Nakiwala Jasmine Olah Charles Burley Nick Appelman
 Casey Forgeron Matt Cowell Brittany Lightheart Nimisha Sumathi
 Tanvi Dave Megan Paterson Gabriela Hernandez Maltos

Regrets: Jamie-Lynn Gillingham

Guests: Teresa Quinlin Rick Anderson

Recording Secretary: Heather Storey

This meeting was called to order at 6:56 p.m. and chaired by Chris Williams.

Action Items

SAC 5.1	<p>Declaration of Conflicts The following conflicts were declared:</p> <p>None.</p>	
SAC 5.2	<p>Items for Approval Approval of Agenda</p> <p>Motion made to approve the agenda for the November 13, 2014 Board of Directors meeting as amended.</p> <p>Motioned by: Casey Forgeron Seconded by: Gabriela Hernandez Maltos</p> <p>All in Favour, Carried.</p>	
SAC 5.3	<p>Items for Approval Capital Vision Update – Teresa Quinlin (Presentation attached)</p> <p>Teresa Quinlin lead a presentation for the Board with an update of the Capital Expansion 2016 project. Teresa explained to the board that this project addresses three main areas of need:</p> <ol style="list-style-type: none"> 1. Increase student life spaces. 2. Meeting the capacity needs either by increased digital usage in teaching or new specialized space. 3. Improve the aesthetic appeal of the campuses. <p>Furthermore, Teresa spoke in depth of increasing student life spaces. She stressed the necessity to enhance recreation and fitness facilities on both campuses to expand and diversify athletics, intramural, and fitness services, as well as create comfortable and dynamic spaces to enhance the cultural and social life of students, and to provide additional individual study and group work areas.</p> <p>Teresa went on to explain and describe the reallocation of SAC funds. The Board will discuss and communicate any pressing concerns, recommendations and questions that they have asked to be addressed prior to making a formal decision regarding the SAC funded portions of the functional plans.</p> <p>Student Services Review Update – Rick Anderson (Presentation attached)</p> <p>Rick Anderson explained that an Integrated Services Model for Niagara College has been created so similar student services will be located in the same area. Rick provided the Board with blueprints of both the Welland and the Niagara-on-the-Lake campus to show where these student services are currently located, and then showed a blueprint of how it will look in the future. This will be helpful for students when seeking services on campus. There are four separate service ‘clusters’ that have been</p>	

	<p>created:</p> <ol style="list-style-type: none"> 1. Library, Learning Commons and Academic Support Services 2. Health and Wellness Services 3. Centre for Student Engagement and Leadership and Employment Support Services 4. Administrative Services 	
SAC 5.4	<p>Items for Approval Approval of Previous Meeting Minutes</p> <p>Motion made to approve the minutes from the October 9, 2014 meeting as submitted.</p> <p>Motioned by: Matt Cowell Seconded by: Megan Paterson</p> <p>All in Favour, Carried.</p>	
SAC 5.5	<p>Items for Approval Bills & Income Statements</p> <p>Motion made to accept the Bills and Income Statements as submitted.</p> <p>Motioned by: AliceMary Nakiwala Seconded by: Gabriela Hernandez Maltos</p> <p>Discussion: Jenn mentioned that there is a large surplus in the Health Plan revenue account and explained that there will be discussion of potential options of how that money will be spent.</p> <p>All in Favour, Carried.</p>	
SAC 5.6	<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 outlined the many activities and meetings he has participated in, in the past month.</p> <p>Motion made to accept the President’s Report as amended.</p> <p>Motioned by: Brittany Lighthouse Seconded by: Nimisha Sumathi</p> <p>All in Favour, Carried.</p>	
SAC 5.7	<p>Items for Approval Verbal Executive Vice Presidents Update</p> <p>AliceMary Nakiwala, Welland campus AliceMary updated the Board on the different events and activities the Welland campus has hosted this past month, including the first Club Fair. There were three clubs that participated, and there was significant student traffic, so all clubs received lots of exposure. There was also an International Mixer that NCSAC partnered with the International department to host; it was a Trivia night. AliceMary also discussed the success of the Halloween Pub Night. In addition, Nick was asked to have an on-camera interview to discuss the Brock University Pub Night; he did an excellent job representing the NCSAC.</p> <p>Matt Cowell, Niagara-on-the-Lake campus Matt provided the Board with an overview about the various happenings at the Niagara-on-the-Lake campus. Matt touched on the CSA conference that NCSAC hosted from October 16 – 18th. In addition, on October 22nd, NCSAC had an informational booth that was set up at the Info Fair where the Niagara-on-the-Lake council was able to connect and engage with several students. Matt also commented on the success of the recent events that have been held, including: Halloween Fashion Showcase, Halloween Pub Night, Haunt for Hunger Food Drive Campaign, ‘Guess the Jar’, Movember, and the SAC Awareness event that Brittany spearheaded with Health Services. Matt also informed the Board that</p>	

	the Niagara-on-the-Lake recently sanctioned three (3) new clubs.	
SAC 5.8	<p>Items for Approval New Business</p> <ul style="list-style-type: none"> • Guest Speaker for Healthy Lifestyles Week – Karen Marasco <p>Motion made to approve New Business.</p> <p>Motioned by: Charles Burley Seconded by: Jasmine Olah</p> <p>All in Favour, Carried.</p>	
SAC 5.9	<p>Point of Interest Items Executive Director Report</p> <p>The Executive Director’s Report was sent to the Board at an earlier date for them to review. Jennifer Howarth explained to the board that she will be presenting an Executive Director’s Report every three months, giving updates quarterly.</p>	
5.10	<p>Point of Interest Items CSA October Conference Report – Matt Cowell/AliceMary Nakiwala</p> <p>Matt and AliceMary provided the Board with an overview of the CSA Conference that was held October 16 – 18th. The conference began with a ‘welcome’ dinner for all of the delegates, giving everyone a chance to mix and mingle. The sessions ran smoothly and provided content regarding advocacy and media training. Different interview strategies were discussed, and a list of ‘do’s’ and ‘don’ts’ were taught. There were also informational sessions regarding the 30% off tuition program, OSAP, and transit. On the second day of the conference, all delegates were transported to the Niagara-on-the-Lake campus to enjoy a guest speaker, Dr. Andrea Dinardo, who led a session entitled “Transformational Change” that spoke about leadership and explored the psychology and science of transformational change. Overall, everyone was very pleased with the conference. The next CSA Conference will take place in Thunderbay in February.</p>	
SAC 5.11	<p>Point of Interest Items Halloween Pub Night Post Evaluation – Charles Burley</p> <p>Overall the Halloween Pub Night was very successful, there was a high attendance rate, and minimal problems. Some areas for improvement for future events include coat check systems, as well as bussing needs to be streamlined. It was recommended that the buses leaving at the end of the night should be leaving at 1:30 a.m. as opposed to 1:15 a.m. to give students ample time to pick up their coat and personal belongings from coat check and get to the bus. In addition, there were some concerns voiced by the Board regarding the entertainment’s conduct. For future events, other entertainment options will be explored.</p>	
SAC 5.12	<p>Items for Decision/Discussion Accessibility Policy – Jenn Howarth</p> <p>Jenn explained that according to AODA standards that an Accessibility Policy is mandatory.</p> <p>Motion made to approve the amendments to the Accessibility Policy to the Policies and Procedures Manual.</p> <p>Motioned by: Casey Forgeron Seconded by: Gabriela Hernandez Maltos</p> <p>All in Favour, Carried.</p>	
SAC 5.13	<p>Items for Decision/Discussion Poppy Donation – Shane Malcolm</p> <p>Every year from the last Friday in October to Remembrance Day, the Legion conducts the Poppy</p>	

	<p>Campaign. Canadians have donated money to support the services we provide to veterans and their families. The donation we make today will go towards the Poppy Fund at the Royal Canadian Legion.</p> <p>Motion to approve a \$200.00 donation to the Poppy Fund at the Royal Canadian Legion for Remembrance Day split evenly between the Welland Royal Canadian Legion Poppy Fund Branch #4, and the Niagara-on-the-Lake Royal Canadian Legion Poppy Fund Branch #124.</p> <p>Motioned by: Nimisha Sumathi Seconded by: Matt Cowell</p> <p>Discussion: It was explained that SAC's donation of \$200.00 is in addition to the money collected in the poppy boxes.</p> <p>All in Favour, Carried.</p>	
SAC 5.14	<p>Items for Decision/Discussion Budget Reallocation – Adam Maiolo</p> <p>Adam informed the Board that he would like to reallocate funds from the Global Excursions budget and have it added to the Global Special Events budget. Adam stated that there is a significant amount of Global Events that are earmarked for the Global Events budget, which may cause financial strain and limit him to the amount or quality of events that NCSAC can put on, and reallocating these funds would alleviate this strain. Taking these funds from the Global Excursions budget still leaves a substantial amount in the budget to allow for three (3) more excursions.</p> <p>Motion made to approve the reallocation of \$5,000 from the Global Excursions budget to the Global Special Events budget.</p> <p>Motioned by: Charles Burley Seconded by: Brittany Lighthouse</p> <p>Discussion: It was discussed if this reallocation would be reflected in upcoming year's budget. Adam said that he will be meeting with Jenn in January to discuss budgeting, and once all budgets are reviewed and complete, they will be approved in March.</p> <p>All in Favour, Carried.</p>	
SAC 5.15	<p>Items for Decision/Discussion Movember Comedy Show – Adam Maiolo</p> <p>After much deliberation, it was decided that the Movember Comedy Show that was planned for November 25th will be cancelled. This decision was made in part because there is another event planned later that week at the Niagara-on-the-Lake campus, and it was thought that these two events may compete with one another. Everyone agreed that it would be better to focus on one event for this week.</p>	
SAC 5.16	<p>Items for Decision/Discussion January Comedy Show Week (Orientation)– Adam Maiolo</p> <p>For January Orientation Adam explained to the Board that he would like to host a Comedy Show in The Core at the Welland campus. The comedians of the evening will be Dave Merheje, Trevor Wilson, and a third act to be determined. The event will cost students \$5.00 and include dinner.</p> <p>Motion made to approve \$2,000.00 for the January Comedy Show Week allocated from the Special Events WC budget.</p> <p>Motioned by: Megan Paterson Seconded by: Matt Cowell</p> <p>Discussion: Adam explained that he will work with Jordan to come up with what dinner will include.</p>	

	<p>There were some concerns about what will be going on at the Niagara-on-the-Lake campus for January Orientation, Adam stated that there will be a video game event for students. Adam explained that the budget for January orientation is significantly less than the budget for September orientation, which explains why we only have two (2) events running for January.</p> <p>All in Favour, Carried.</p>	
SAC 5.17	<p>Items for Decision/Discussion Dan Gheesling – Adam Maiolo</p> <p>Adam presented the idea of partnering with the Centre for Student Engagement and Leadership to bring reality TV star Dan Gheesling to Niagara College. Dan was the winner of Big Brother 10 and runner up on Big Brother 14. Dan's public speaking centers on the importance of leadership, influence, team building, motivation and communication. The speaking portion of the evening will take place in one of the Applied Health auditoriums, followed by a Meet and Greet and reception in The Core. With the purchase of a ticket, students will be able to see Dan speak as well as earn access to the reception and meet and greet where they will have the opportunity to meet Dan and get a photo. We would like to take the sales from tickets and put them towards a scholarship for a Niagara College student (perhaps related to Leadership). We would be splitting the cost of the event with the Centre for Student Engagement and Leadership.</p> <p>Motion made to allocate a maximum of \$4,100.00 to cover the cost of guest speaker, Dan Gheesling, for March 26, 2015 from the Global Special Events budget.</p> <p>Motioned by: Gabriela Hernandez Maltos Seconded by: Tanvi Dave</p> <p>All in Favour, Carried.</p>	
SAC 5.18	<p>Items for Decision/Discussion Children's Christmas Party – Adam Maiolo</p> <p>Every year the NCSAC hosts a Children's Christmas Party for the Niagara College students with children. The event is free and will be held in The Core at the Welland campus. The day includes lots of fun activities, such as: face painting, cookie decorating, colouring, letters to Santa, hay ride, and more. Children and adults will also be given a pizza lunch. All children will also receive one Christmas gift. This event is scheduled for December 6th from 11:00 a.m. – 1:00 p.m. There are 115 sign-up spots for children ten (10) and younger.</p> <p>Motion made to approve \$3,400.00 for the Children's Christmas Party allocated from the Global Special Events budget.</p> <p>Motioned by: Charles Burley Seconded by: Casey Forgeron</p> <p>Discussion: Students from all campuses are welcome to sign up their children. All Directors are expected to attend this event and participate to ensure everything runs smoothly that day.</p> <p>All in Favour, Carried.</p>	
SAC 5.19	<p>Items for Decision/Discussion Staff Christmas Party – Adam Maiolo</p> <p>The Annual Staff Christmas party will take place in The Core on the same evening that our Children's Christmas Party happens. It is a party for all full time staff, student centre staff and Board to enjoy an evening together which includes dinner, and entertainment. Upon registration you are required to pay \$15 for a guest.</p> <p>Motion made to approve \$2,000.00 for the Staff Christmas Party allocated from the Global Special Events budget.</p>	

	<p>Motioned by: AliceMary Nakiwala Seconded by: Shane Malcolm</p> <p>All in Favour, Carried.</p>	
SAC 5.20	<p>Items for Decision/Discussion New Business</p> <p>Guest Speaker for Healthy Lifestyles Week – Karen Marasco Karen met with Darren Vanecko, President of ACL Student Benefits, to go over the Health and Dental Plan. Darren informed Karen that ACL has a list of motivational speakers that they will sponsor if their clients book them. Karen proposed that for the Healthy Lifestyles Week the NCSAC chooses a guest speaker from the list that ACL will sponsor. Karen said that she will contact Darren and get the list; Brittany said that she is meeting with Christine Philbrick, Health Services, on Friday to discuss the Healthy Lifestyles Fair. Brittany will get back to Karen after she meets with Christine.</p>	
SAC 5.21	<p>Items for Decision/Discussion Agenda Items for Next Meeting</p> <ul style="list-style-type: none"> • Guinness World Record Dessert Party – Shane Malcolm • Fee Protocol – Karen Marasco 	
SAC 5.22	<p>Items for Decision/Discussion Next Meeting</p> <p>The next meeting is to be held on December 11, 2014 at the Niagara-on-the-Lake campus at 7:00 p.m. Room: Ventures Training Room – W212.</p>	

There being no other business, the meeting was adjourned at 10:04 p.m.

Approved:

Shane Malcolm
 President