

AGENDA
Board of Directors Meeting
November 16, 2016; 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 Motions | 1 min |
| 4. Niagara College Sexual Assault Policy – Hafsa Shaikh | 10 min |
| 5. Approval of Previous Meeting Minutes – October 12, 2016 | 2 min |
| 6. Bills & Income Statements – Karen Marasco | 2 min |
| 7. President Report – AliceMary Nakiwala | 10 min |
| 8. Verbal Campus Update – Fred Donkor/Ryan Huckla/Gerica Layola | 5 min |

Action Items

Point of Interest Items

- | | |
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| 9. Executive Director’s Report – Steve Kosh | 5 min |
| 10. Transit Financials – Steve Kosh | 15 min |
| 11. Constitution and Bylaws Proposed Revisions – Steve Kosh | 10 min |
| 12. Election Key Dates – Steve Kosh | 10 min |
| 13. Fee Protocol – AliceMary Nakiwala/Steve Kosh | 10 min |
| 14. Student Appreciation Day – AliceMary Nakiwala | 5 min |
| 15. CSA Update – AliceMary Nakiwala | 5 min |
| 16. Children’s Christmas Party – Vineet Bhatia | 5 min |
| 17. Staff Christmas Party – Steve Kosh | 5 min |

Items for Decision/Discussion

- | | |
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| 18. Ice Machine (Niagara-on-the-Lake Student Centre) – Steve Kosh | 5 min |
| 19. Poppy Donation – Karen Marasco | 5 min |
| 20. Agenda Items for Next Meeting | 2 min |
| 21. Next Meeting | 2 min |

Board of Directors Meeting
 November 16, 2016; 7:00 p.m.
 Welland Campus
 SAC Boardroom, SA208

Present: Steve Kosh Karen Marasco Chris Williams Adam Maiolo
 Myra Pisano Jennifer Olm AliceMary Nakiwala Fred Donkor
 Jared Dawson-Klein David Dominguez Aman Arora Vineet Bhatia
 Ryan Huckla Chelsea Mizzi Jennifer Siman Ryan Krafft
 Cameron McDonald Gerica Layola Matthew Davies Lesley Calvin

Guest: Hafsa Shaikh

Scribe: Heather Storey

This meeting was called to order at 7:03 p.m. and chaired by Chris Williams.

Action Items

SAC 3.1	<p>Declaration of Conflicts The following conflicts were declared:</p> <p>None.</p>	
SAC 3.2	<p>Items for Approval Approval of Agenda</p> <p>Motion made to approve the agenda for the November 16, 2016 Board of Directors meeting as submitted.</p> <p>Motioned by: Vineet Bhatia Seconded by: Fred Donkor</p> <p>All in Favour, Carried.</p>	
SAC 3.3	<p>Items for Approval Approval of Motions</p> <p>Motion made to approve the prepared motions for the November 16, 2016 Board of Directors meeting as submitted.</p> <p>Motioned by: Chelsea Mizzi Seconded by: Ryan Huckla</p> <p>All in Favour, Carried.</p>	
SAC 3.4	<p>Items for Approval Niagara College Sexual Assault Policy – Hafsa Shaikh</p> <p>The Niagara College Sexual Assault policy is a standalone policy which launched last March, along with the 24 publicly funded Colleges in Ontario. Since the launch, there have been lots of conversation about making sure survivors have a place where they can make a report. On-campus investigations are available to all students. New legislation, including Bill 132, will need to be implemented by January 2017. The changes to Bill 132 are:</p> <ol style="list-style-type: none"> 1. Having a clear process on response to sexual violence 2. Have students voice their opinion when reviewing the policy 3. Review the policy once every three years 4. Require to submit a statistics report regarding sexual violence to the Ministry 5. Making sure students are accommodated and supported even if they do not formalize a complaint <p>Hafsa Shaikh pointed out some suggestions for further improvement to raise awareness of the Niagara</p>	

	<p>College Sexual Assault Policy:</p> <ol style="list-style-type: none"> 1. Provide information on blackboard 2. Refer student to counselling 3. Create a flow chart of the Sexual Assault Policies 4. Provide information in the Student Handbook 	
SAC 3.5	<p>Items for Approval Approval of Previous Meeting Minutes – October 12, 2016</p> <p>Motion made to approve the minutes from the October 12, 2016 meeting as amended.</p> <p>Motioned by: Vineet Bhatia Seconded by: Ryan Huckla</p> <p>Discussion: Vineet Bhatia was not listed on the minutes as ‘Present’. The October 12, 2016 will be amended to show that he was in attendance for the meeting.</p> <p>All in Favour, Carried.</p>	
SAC 3.6	<p>Items for Approval Bills & Income Statements</p> <p>Motion made to accept the Bills and Income Statements as submitted.</p> <p>Motioned by: Ryan Krafft Seconded by: Jared Dawson-Klein</p> <p>All in Favour, Carried.</p>	
SAC 3.7	<p>Items for Approval President Report – AliceMary Nakiwala</p> <p>The President’s Report was sent to the Board at an earlier date for them to review. AliceMary Nakiwala attended many activities and meetings she has participated in over the past few months.</p> <p>Motion made to accept the President’s Report as amended.</p> <p>Motioned by: Vineet Bhatia Seconded by: Ryan Huckla</p> <p>All in Favour, Carried.</p>	
SAC 3.8	<p>Items for Approval Verbal Campus Update – Fred Donkor/Ryan Huckla/Gerica Layola</p> <p>Fred Donkor, Niagara-on-the-Lake Campus</p> <p>The Class Rep program had their first meeting and 15 students attended, Fred provided all students with an information package, consent bracelets, and t-Shirts for promoting Sexual Assault Awareness week. The Halloween Haunt, Diwali, and Sex Toy Bingo event were all very successful. So far, the Niagara-on-the-Lake has four additional clubs who have submitted their proposals for sanctioning. Vineet has been working with a Representative from the Niagara Ice Dogs and purchased 65 tickets to sell to Niagara College students. All tickets were purchased for the game on November 18, 2016, against the Ottawa 67’s at the Meridian Center. The past Karaoke event was another big success and the Board of Directors are hoping to have the same success for Pulse Pub Night happening on November 17, 2016. The Breakfast Program is steadily growing with almost 100 students every Tuesday and Thursday morning. Vineet, Steve, AliceMary, and Fred attended the Fee Protocol meeting last week. The Niagara-on-the-Lake’s new Student Commons area located in the cafeteria will be revealed on November 17, 2016. Ryan H, AliceMary, and Fred will be presenting at CCSL Conference regarding the Yellow Umbrella Program (YUP) Mental Health Initiative. For Student Appreciation Day, the Niagara-on-the-Lake executive will use the prize wheel, and will give away prizes such as: \$25.00 gift cards to the Pen Center, candy giveaways, and popcorn will be handed out to all students.</p>	

	<p>Ryan Huckla, Welland Campus The Class Rep program at the Welland Campus have 10 volunteer students from different programs. Ryan has been hosting ‘Power Hour’ meetings with the Welland executive and are going very well. The Healthy @ NC Health Fair was a huge success. In order to promote International’s Diwali event, volunteers were doing ‘henna’ designs on students’ hands. There were many events at the Welland campus during the months of October/November, including: Comedy Pasta, Spookmas, Smash Brother’s Tournament, and a Ping Pong Tournament. Since the last executive meeting, three new clubs were approved, bringing the total count of clubs to 7. Currently, the Welland executive is in the early stages of organizing ‘Friday Flicks’ at The Core to show movies to students. Lastly, the Welland executive is currently working on getting a Universal Event Calendar for all departments to post different events. This will allow students to get in touch with the events happening around Niagara College in one place.</p> <p>Gerica Layola, Niagara Falls Campus On October 31, 2016, there was a Halloween Party at the Niagara Falls Campus. The Healthy @ NC event will be happening on November 17, 2016. The Rise & Shine Breakfast Program continues to receive high attendance, with approximately 100 students showing up. A student approached Gerica in regards to starting a Dance Club. Next week, for Student Appreciation Day, there will be chocolate fondue and games for the students. As Christmas is approaching, Niagara Falls Campus will be hosting a Christmas party event and an ugly sweater day.</p>	
SAC 3.9	<p>Point of Interest Item Executive Director’s Report – Steve Kosh</p> <p>The Executive Director’s Report was sent to the Board at an earlier date for them to review. Steve Kosh explained to the board that he will be submitting an Executive Director’s Report monthly that includes the Manager’s Reports.</p>	
SAC 3.10	<p>Point of Interest Items Transit Financials – Steve Kosh</p> <p>Steve presented the Board with the Transit Financials beginning on 2013 highlighting the deficit acquired each year. Steve has met with Vince Malvaso and has asked to split the loss this year. Steve also met with Rick Anderson and Steve Hudson on Monday to discuss different solutions to solve the transit situation. Steve mentioned that Brock University is going to hold a referendum in February 2017 before they go into a deficient situation. Steve highlighted that the Summer transit service is a major issue and is the reason that NCSAC is in a deficit for Transit. Steve provided a few suggestions to consider moving forward:</p> <ol style="list-style-type: none"> 1. Referendum 2. No summer service 3. Charge more for summer service 4. Supplement summer bus pass 	
SAC 3.11	<p>Point of Interest Items Constitution and Bylaw Proposed Revisions – Steve Kosh</p> <p>The Constitution and Bylaw Committee will meet at the end of November/beginning of December to look over revision recommendations. The deadline for revisions will be November 25, 2016. Any Bylaw changes will take effect in May 2017 and any Constitution changes will need to be ratified at the Annual General Meeting (AGM).</p>	
SAC 3.12	<p>Point of Interest Items Election Key Dates – Steve Kosh</p> <p>Steve proposed new dates for the 2017-2018 Election; these dates will need to be finalized and confirmed by the Election Committee. This year, NCSAC and the Board of Governors (BOG) would like to align the two elections to occur simultaneously.</p>	
SAC 3.13	<p>Point of Interest Items Fee Protocol – AliceMary Nakiwala/Steve Kosh</p> <p>The Fee Protocol Committee governs the mandatory fees outside of the tuition for Niagara College</p>	

	<p>students. The Ministry now requires all post-secondary institutions to forecast two years in advance what the anticipated fees would be associated with attending a particular school. Fred, AliceMary, Vineet, and Steve attended the Fee Protocol Committee meeting. The meeting provided a brief introduction on what the committee is, what they do, and the responsibilities. The meeting discussed several fee increases. The Center for Engagement and Leadership will increase fees on the Co-Curricular Record (CCR) to \$2.50 per term as well increase the Orientation fee to \$6.00 for the first term (one-time fee). There will be a \$4.00 increase from Athletics to maintain the programming level that is currently being offered. Lastly, Student Technology Enhancement Committee will increase \$2.00 per term to maintain current and up-to-date technology. These proposed fees then go to the Board of Governors for final approval.</p>	
SAC 3.14	<p>Point of Interest Items Student Appreciation Day – AliceMary Nakiwala</p> <p>Student Appreciation Day is on Wednesday November 24, 2016 at all three campuses. Hot chocolate and gift cards will be given away. The Student Centre at the Welland Campus is giving away a mini fridge and the Student Centre at the Niagara-on-the-Lake is giving away an iJuke.</p>	
SAC 3.15	<p>Point of Interest Items CSA Update – AliceMary Nakiwala</p> <p>The Niagara College Student Administrative Council won the bid to host the CSA February Conference. In addition, AliceMary attended a conference in Toronto on Tuesday, November 8, 2016 to be part of a panel to provide opinions on what mental health looks like on campus. AliceMary will be attending a CSA Advocacy workshop next week located at Queen’s Park along with other student leaders. AliceMary will be meeting with MPP’s from Hamilton and Niagara Falls to discuss concerning issues such as Transit. The Food Bank points from CSA will need to be collected before December 12, 2016.</p>	
SAC 3.16	<p>Point of Interest Items Children’s Christmas Party – Vineet Bhatia</p> <p>The Children’s Christmas party will be held on December 3, 2016 from 11 a.m. to 1 p.m. at The Core in Welland. There will be hot chocolate, pizza, cookie decorating station, colouring station. Santa will also be in attendance to give out gifts to the children. Vineet reminded the Board that attendance is mandatory. Vineet asked the students to arrive at The Core at 9 a.m. and for all staff to arrive at 10 a.m. Alissa and Vineet will be sending out a list of duties for the event.</p>	
SAC 3.17	<p>Point of Interest Items Staff Christmas Party – Steve Kosh</p> <p>Steve sent out the invitations for the Staff Christmas Party that will be on December 9, 2016 at Hunter’s Point Golf Course in Welland.</p>	
SAC 3.18	<p>Items for Decision/Discussion Ice Machine (Niagara-on-the-Lake Student Centre) – Steve Kosh</p> <p>The Ice Machine at the Niagara-on-the-Lake Campus is not producing enough ice which has caused lots of concern for operations as Jennifer would like to begin offering frozen drinks.</p> <p>Motion made to approve the purchase of a new ice machine for the NOTL Food/Beverage operations with a cost of up to \$6,500 including the purchase of the machine and the cost of installation allocated from the Alexander’s Equipment Fixed Asset account.</p> <p>Motioned by: Fred Donkor Secunded by: Ryan Huckla</p> <p>All in Favour, Carried.</p>	
SAC 3.19	<p>Items for Decision/Discussion Poppy Donation – Karen Marasco</p> <p>Motion made to allocate \$200.00 from the SAC Cares Donation account to cover the donations of \$100 to the Poppy Funds of each the Welland and Niagara-on-the-Lake Branches of the Royal Canadian Legion.</p>	

	<p>Motioned by: Ryan Krafft Seconded by: Vineet Bhatia</p> <p>All in Favour, Carried.</p>	
SAC 3.20	<p>Items for Decision/Discussion Agenda Items for Next Meeting</p> <ul style="list-style-type: none"> • Big Brothers Big Sisters Donations – Fred Donkor 	
SAC 3.21	<p>Items for Decision/Discussion Next Meeting</p> <p>The next meeting is to be held on December 14, 2016 at the Niagara-on-the-Lake campus at 7:00 p.m. Room: W213.</p>	

There being no other business, the meeting was adjourned at 9:08 p.m.

Approved:

AliceMary Nakiwala
 President