

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, September 21st, 2020

Time: 5:30 PM – 7:30 PM

Location: Casa Loma Campus

Board of Directors – Voting Members	
Executive Members:	
Director of Communications and Internal	Manisha Punjabi
Director of Operations	Shemar Jordan
Director of Education & Equity	Taranjeet Singh Manchanda
Director of Student Experience	Sri Krishna Rajan
Educational Centre Representatives:	
Arts, Design and Information Technology Representative	Urvish Patel
Business Representative	Naman Bafna
Community Services and Early Childhood Representative	Vacant
Construction and Engineering Representative	Dishant Patel
Health Science Representative, including the school of Nursing	Vacant
Hospitality and Culinary Arts Representative	Purvin Patel
Preparatory and Liberal Studies Representative	Vacant
Student Association Board Liaison and Resource:	
General Manager	Rosalyn Miller
Resources:	
Chair	Hildah Otieno
Equity & Advocacy Manager	Vacant
Operations Manager	Wafa Ulliyan
George Brown College Representative	Joe Stapleton
Minute Taker	Jessica Pasion
Guests:	
Auditor, Grant Thornton LLP	Kashif Khan, Melanie Dugard
Senior Finance Coordinator	Galina Chible
Chief Returning Officer	Charles Wilson
Publications & Communications Coordinator	William Brown

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1. Roll Call:

Board of Directors: Voting Members	Present	Absent	Regrets Sent
Executive Members:			
<i>Director of Communications and Internal</i>	P		
<i>Director of Operations</i>	P		
<i>Director of Education & Equity</i>	P		
<i>Director of Student Experience</i>	P		
Educational Centre Representatives:			
<i>Arts, Design and Information Technology Representative</i>	P		
<i>Business Representative</i>	P		
<i>Community Services and Early Childhood Representative</i>		Vacant	
<i>Construction and Engineering Representative</i>	P		
<i>Health Science Representative</i>		Vacant	
<i>Hospitality and Culinary Arts Representative</i>	P		
<i>Preparatory and Liberal Studies Representative</i>		Vacant	
Guests:			
<i>General Manager</i>	P		
<i>Operations Manager</i>			Regrets
<i>Internal Coordinator</i>			Regrets
<i>Publications & Communications Coordinator</i>	P		
<i>Senior Finance Coordinator, Galina Chible</i>	P		
<i>Auditor, Grant Thorton LLP, Kashif Khan</i>	7:00 PM		
<i>Chief Returning Officer, Charles Wilson</i>	P		

Land Recognition Statement:

I would like to take a moment before we continue to recognize that as many of us are settlers on this land, it is our collective responsibility to pay respect and recognize that this land is the traditional territory of the Mississauga's of the Credit First Nation and that we are here because this land was occupied. In recognition that this space occupies colonized First Nation territories, and out of respect for the rights of Indigenous people, it is our collective responsibility to honour, protect and sustain this land.

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2. Call to Order:

Time: 5:50 PM

3. Approval of the Agenda

Be it resolved that the Board of Directors accepts the agenda as presented with the amendments if any.

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Taranjeet Singh Manchanda, Director of Education & Equity

Discussion:

Any amendments to the meeting minutes should be made at this time.

- *Add guest's name: Melanie Dugard, Auditor*
- *Item 8# Auditor Report is an in-camera session*

Amendments to the agenda:

Motion 1:

Be it resolved that the Item 8# Auditor's Report is move after Item 16# Board Report August 2020

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Shemar Jordan, Director of Operations

Vote: Carries

Motion 2:

Be it resolved that the executives and representatives go in camera to have an open discussion regarding miscommunication and misunderstanding, added as Item, 17.B

Moved by: Purvin Patel, Hospitality & Culinary Arts Representative

Seconded by: Shemar Jordan, Director of Operations

Discussion:

Amendment to the motion:

Be it further resolved to include General Manager, Rosalyn Miller in the in-camera session

Moved by: Manisha Punjabi, Director of Communications & Internal

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Seconded by: Taranjeet Singh Manchanda, Director of Education & Equity

Vote: Carries

Back to the motion with amendment

Vote: Carries, Abstain: 2

Back to the main motion with the amendments

Vote: Carries

4. Limitation of Speakers

Be it resolved that all discussions and/or debates be limited to three (3) speakers for and three (3) speakers against each individual motion.

Moved by: Taranjeet Singh Manchanda, Director of Education & Equity

Seconded by: Urvish Patel, Arts, Design and IT Representative

Discussion: *None.*

Vote: Carries

5. Speaking Time

Be it resolved that the Board of Directors, resource persons and guests respect Robert's Rules of Order and when invited to speak by the Chair, limit their speaking time to 3 minutes per item.

Moved by: Taranjeet Singh Manchanda, Director of Education & Equity

Seconded by: Purvin Patel, Hospitality & Culinary Arts Representative

Discussion:

Motion to amend:

Be it resolved that the speaking time limit should change to 1 minute per item

Moved by: Shemar Jordan, Director of Operations

Seconded by: Urvish Patel, Arts, Design and IT Representative

Discussion:

- *The meeting was started late and to ensure we discuss all the items on the agenda.*

Vote: Carries

Back to the main motion with the amendment

Vote: Carries

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6. Approval of Minutes

Whereas the meeting minutes from the August 17th, 2020, Board meeting requires approval;

Be it resolved that the Board of Directors accepts the meeting minutes of August 17th, 2020 Board meeting as presented with the amendments if any.

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Shemar Jordan, Director of Operations

Discussion:

Any amendments to the meeting minutes should be made at this time.

- *Strikeout Arts, Design and IT Representative and add Business Representative under Item 16 b#*

Vote: Carries

7. Declaration of Conflict

At this time members are to come forward to disclose any conflicts of interest they may have, either work-related, personal relationships, etc.

- *Director of Education & Equity – no longer work with GBC*
- *Arts, Design and IT Representative works with Career Centre, GBC*

8. Nomination Process Report

Presented by Chief Returning Officer, Charles Wilson

- *Each candidate gives a 2-3 minutes speech*
- *Two candidates showed up for Community Services & Early Childhood Education Representative*
- *Two candidates showed up for Health Science Representative*
- *One candidate for Preparatory and Liberal Arts Representative*
- *Secret Ballot Voting – the voting happened three times*
 - *1st time – Robert Thompson was selected as a Preparatory and Liberal Arts Representative. Tie between Community Services & Early Childhood Education Representative and Health Science Representative*
 - *2nd time – Tie between Community Services & Early Childhood Education Representative and Health Science Representative*
- *General Manager requested board members to make decisions based on diversity and equity.*

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- *3rd time - Tie between Community Services & Early Childhood Education Representative and Health Science Representative*
- *The decision was taken that the remaining two positions will be elected during By-elections in November 2020*

Whereas, there are positions vacant in the current Board 2020-2021;

Whereas, the nomination packages and appointment process were made available on the website to seek the appointment of those vacant positions; and

Whereas, the Chief Returning Officer performed the process by initiating and reviewing all applications of candidates to be presented to the Board.

Be it resolved that the Board of Directors approves of the candidate **N/A** selected through a secret ballot process to the position, Community Services and Early Childhood Education Representative;

Be it further resolved that the Board of Directors approves of the candidate **Robert Thompson** selected through a secret ballot process to the position, Preparatory and Liberal Studies Representative; and

Be it further resolved that the Board of Directors approves of the candidate **N/A** selected through a secret ballot process to the position, Health Science Representative.

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Urvish Patel, Arts, Design and IT Representative

Discussion:

Amendment to add the start date:

Be it further resolved that the start date for the appointed representative is October 1st, 2020

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Urvish Patel, Arts, Design and IT Representative

Vote: Carries

Back to the main motion with amendment

Vote: Carries

9. Operations Committee Report

Presented by the Chair of Operations Committee, Director of Operations.

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Be it resolved that the Board of Directors accepts the Operations Committee Report as presented

Moved by: Shemar Jordan, Director of Operations

Seconded by: Taranjeet Singh Manchanda, Director of Education & Equity

Discussion:

The report was presented by Shemar Jordan, Director of Operations

Vote: Carries

10. Internal Policies & Procedures Committee Report

Presented by the Chair of Internal Policies & Procedures Committee, Director of Communications & Internal.

Be it resolved that the Board of Directors accepts the Internal Policies & Procedures Committee Report as presented

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Shemar Jordan, Director of Operations

Discussion:

The report was presented by Manisha Punjabi, Director of Communications & Internal

Vote: Carries

11. COVID-19 Workplace Safety Policy

Whereas the Government of Ontario requires us to meet the provincial regulations and requirements;

Whereas the employees and board will be working on Campus from Fall 2020;

Whereas the health and safety of Student Associations' employees and staff is a priority;

Whereas the Internal Policies & Procedures Committee recommends the Board of Directors to accept the COVID-19 Workplace Safety Policy

Be it resolved that the Board of Directors accepts the COVID-19 Workplace Safety Policy as presented: and

Be it further resolved that this policy will be modified and evolve continuously to meet the requirement of the onsite work of the provincial and federal legislation.

Moved by: Manisha Punjabi, Interim Director of Communications & Internal

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Seconded by: Shemar Jordan, Director of Operations

Discussion:

The report was presented by Manisha Punjabi, Director of Communications & Internal

Vote: Carries

12. Student-Led Networks and Clubs Policies and Procedures

Presented by Manisha Punjabi, Director of Communications & Internal

Whereas the Clubs policy needed to be review to include the changes after the Student Choice Initiative

Whereas the Internal Policies & Procedures Committee recommends the Board of Directors to accept the Student-Led Networks & Clubs Policies and Procedures

Be it resolved that the Board of Directors accept the Student-Led Networks & Clubs Policies and Procedures as presented.

Moved by: Manisha Punjabi, Interim Director of Communications & Internal

Seconded by: Urvish Patel, Arts, Design and IT Representative

Discussion:

The report was presented by Manisha Punjabi, Director of Communications & Internal

Vote: Carries

13. Amendment to the By-Law 3, Section-7

Whereas the By-Law3, Section-7 needs to be amended based on Full time and Part-time Executives;

Whereas the Internal Policies & Procedures Committee recommends that amended By-Law 3, Section 7 be accepted by the Board of Directors for final adoption by the Annual General Meeting, October 7th, 2020;

Be it resolved that the Board of Directors accept the amended By-law 3, section 7 as follows:

By-Law 3: Board of Directors Eligibility

7. a) The Director of Communications and Internal and Director Operations shall be enrolled in no more than a maximum of one course at the College per semester during the term of office.

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b) The Director of Education & Equity and Director of Student Experience shall be enrolled in no more than 70% of the program contact hours (defined as instructional or classroom time) at the College per semester during the term of office.

Be it further resolved that the amended By-Law 3 Section 7 will be added in the Annual General Meeting Agenda from the floor, for the final adoption by the members in the Annual General Meeting, October 7th, 2020

Moved by: Manisha Punjabi, Interim Director of Communications & Internal

Seconded by: Shemar Jordan, Director of Operations

Discussion:

Motivated by Manisha Punjabi, Director of Communications & Internal

Vote: Carries, Abstain: Taranjeet Singh Manchanda, Director of Education & Equity

14. Executive Committee Report

The report presented by the Director of Education & Equity

15. Board Report August 2020

Presented by the Director of Communications & Internal

16. Auditor's Report (in camera)

Motion to go in camera

Be it resolved that the Board of Directors go in-camera with General Manager, Rosalyn Miller to discuss Auditor's Report

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Shemar Jordan, Director of Operations

Vote: Carries

Time: 7:10 PM

Motion to come out of camera

Be it resolved that the Board of Directors come out of the camera

Moved by: Naman Bafna, Business Representative

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Seconded by: Purvin Patel, Hospitality & Culinary Arts Representative

Vote: Carries

Time: 7:40 PM

After Coming out of camera

Presented by Manager of Grant Thornton, LLP, Kashif Khan. Review of Financial Statements and Overall Budget for the Year-end May 2020

Motion 1:

Be it resolved that the Board of Directors accepts the Audited Financial Statements as presented for the fiscal year-end May 31st, 2020

Moved by: Shemar Jordan, Director of Operations

Seconded by: Taranjeet Singh Manchanda, Director of Education & Equity

Discussion:

None.

Vote: Carries

Motion 2:

Whereas the Board approved a rolling budget on 17th, 2020 board meeting that included a hold of 50% capital fee for the fall 2020 semester and 50% of Con-ed fee for the fall 2020 semester;

Whereas the college building remains close to students and the SA space and lounges are unavailable to students;

Whereas the capital improvement plan for Spring/Summer & Fall 2020 was placed on hold indefinitely

Whereas the executive committee is recommending board to provide a refund of 100% capital fee for fall 2020 to full-time students and 50% campus service fee (Con-ed) for fall 2020

Be it resolved that the board of directors approve to provide a refund of 100% capital fee for fall 2020 to full-time students

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Be it further resolved that the board of directors approve to provide a refund of 50% campus service fee (Con-ed) for fall 2020

Moved by: Shemar Jordan, Director of Operations

Seconded by: Sri Krishna Rajan, Director of Student Experience

Vote: Carries

Motion 3:

Whereas the organization refunded the Summer 2020 Safe Walk fees to students;

Whereas the majority of programs that are running on campus ends at 4:00 PM and the St. James main building A is not accessible fully to students; and

Whereas the executive committee is recommending board to provide a refund of 100% Safe Walk fee for fall 2020 to full-time students; and

Be it resolved that the board of directors approve to provide a refund of 100% Safe Walk fees for fall 2020 to full-time students; and

Be it further resolved that the Student Association will continue to support the Safe Walk and Safe Talk program from the General Operations fund.

Moved by: Shemar Jordan, Director of Operations

Seconded by: Sri Krishna Rajan, Director of Student Experience

Vote: Carries

17.

A. GBC Waivers & Response on Ant-Racism Open Letter (in-camera)

Motion to go in camera

Be it resolved that the Board of Directors go in-camera with General Manager, Rosalyn Miller to discuss GBC Waivers & Response on Anti-Racism Open Letter

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Urvisch Patel, Arts, Design and IT Representative

Vote: Carries

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Time: 7:55 PM

After Coming out of camera

Whereas the Board has reviewed the GBC Waiver Agreement and Amendment to the Master Agreement from the George Brown College and the memorandum on GBC Waiver Proposal from our corporate legal counsel; and

Whereas the Student Association and George Brown College has a Master Agreement in place

Be it resolved that the Board adhere to the memorandum on GBC Waiver Proposal received from our corporate legal counsel; and

Be it further resolved that the executives will provide a formal written response to GBC regarding our decision, not to sign the Waiver Agreement and Amendment to the Master Agreement

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Shemar Jordan, Director of Operations

Vote: Carries

B. Miscommunication & Misunderstanding (in-camera)

Motion to come out of camera

Be it resolved that the Board of Directors come out of the camera

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Purvin Patel, Hospitality & Culinary Arts Representative

Vote: Carries

Time: 8:42 PM

18. Other Business

None.

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19. Adjournment

Whereas the Board Meeting was scheduled until **7:30 PM**

Be it resolved that the Board Meeting is adjourned at **8:52 PM**

Moved by: Manisha Punjabi, Director of Communications & Internal

Seconded by: Naman Bafna, Business Representative

Vote: Carries
