

# Student Association of George Brown College

## Board Meeting Minutes

**Date:** Monday, November 16<sup>th</sup>, 2020

**Time:** 6:00 – 8:00 PM

**Location:** MS Teams Meeting

<b>Board of Directors – Voting Members</b>	
<b>Executive Members:</b>	
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
<b>Educational Centre Representatives:</b>	
Arts, Design and Information Technology Representative	Urvish Patel
Business Representative	Naman Bafna
Community Services and Early Childhood Representative	<b>Vacant</b>
Construction and Engineering Representative	Dishant Patel
Health Science Representative, including school of Nursing	<b>Vacant</b>
Hospitality and Culinary Arts Representative	Purvin Patel
Preparatory and Liberal Studies Representative	Robby Thompson
<b>Student Association Board Liaison and Resource:</b>	
General Manager	Rosalyn Miller
<b>Resources:</b>	
Chair	Hildah Otieno
Equity & Advocacy Manager	<b>Vacant</b>
Operations Manager	Wafa Ulliyan
George Brown College Representative	Joe Stapleton
Minute Taker	Jessica Pasion
<b>Guests:</b>	
Strategic Planning Facilitator	Neil Price
Community Care Coordinator	Michelle Pettis
Senior Coordinator, Member Services	Yukiko Ito
We Speak Student Representative	Kimberly Garrett
Publications & Communications Coordinator	William Brown
The Dialog PT Staff	

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### 1. Roll Call:

<b>Board of Directors: Voting Members</b>	<b>Present</b>	<b>Absent</b>	<b>Regrets Sent</b>
<b>Executive Members:</b>			
<i>Interim Director of Communications and Internal</i>	✓		
<i>Director of Operations</i>	✓		
<i>Director of Education &amp; Equity</i>	✓		
<i>Director of Student Experience</i>	✓		
<b>Educational Centre Representatives:</b>			
<i>Arts, Design and Information Technology Representative</i>	✓		
<i>Business Representative</i>	✓		
<i>Community Services and Early Childhood Representative</i>		<b>Vacant</b>	
<i>Construction and Engineering Representative</i>	✓		
<i>Health Science Representative</i>		<b>Vacant</b>	
<i>Hospitality and Culinary Arts Representative</i>	✓		
<i>Preparatory and Liberal Studies Representative</i>	✓		
<b>Guests:</b>			
<i>General Manager</i>	✓		
<i>Operations Manager</i>	✓		
<i>Internal Coordinator</i>	✓		
<i>George Brown College Representative</i>	✓		
<i>Community Care Coordinator</i>	✓		
<i>We Speak Student Representative</i>	✓		
<i>Strategic Planning Facilitator</i>	✓		
<i>The Dialog Staff</i>	✓		

### **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 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 honor, protect and sustain this land.*

# Student Association of George Brown College

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---

### **2. Call to Order:**

**Time:** 6:02PM

### **3. Approval of the Agenda**

**Be it resolved** that the Board of Directors accept the agenda 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.*

**Motion to amend** to include memo from CRO to item \$16 Other Business

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

**Seconded by:** Urvish Patel, Arts Design and Information Technology

**Vote:** Carries

**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:** Manisha Punjabi, Director of Communications & Internal

**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:** Urvish Patel, Arts Design and Information Technology

**Discussion:** None

**Vote:** Carries

# Student Association of George Brown College

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---

### 6. Approval of Minutes

**Whereas** the meeting minutes from the October 19<sup>th</sup>, 2020 Board meeting requires approval;

**Be it resolved** that the Board of Directors accept the meeting minutes of October 19<sup>th</sup>, 2020 Board meeting as presented with the amendments if any.

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

**Seconded by:** Urvish Patel, Arts Design and Information Technology

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

**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.*

No declaration of conflict was declared at this time

### 8. Health Insurance Plan

*We Speak Student will provide us with an update on our Health Insurance Plans.*

Presentation by Kimberly Garrett

### 9. Advocacy for 2SLGBTQ+ Students and their Experience in Virtual Learning

*Discussed by Preparatory & Liberal Arts Representative, Robby Thompson*

- *Problems around equitable access to education for 2SLGBTQ + students*

Action item/ Commitment – to work and liaison with Joe Stapleton tomorrow

### 10. Operations Committee Update

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

**Whereas** the Operations Committee has met to review the amended enrollment data and SA annual budget report; and

**Whereas** the board of directors approved a rolling budget at the June 2020 board meeting

# Student Association of George Brown College

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---

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

**Be it further resolved** that the board of director accept the amended 2020-2021 budget which includes partial refunds/credits to students for the winter 2021 (January-April) Semester

**Moved by:** Shemar Jordan, Director of Operations

**Seconded by:** Urvish Patel, Arts Design and Information Technology

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

**Motion to amend the Second Be it resolved clause and further,**

**Be it further resolved** that the board of directors accept the amended 2020-2021 budget as presented

**Be it further resolved** that the Safe-walk fee and 50% of the capital fee for the winter 2020 semester be returned to students

**Be it further resolved** that we continue to charge our tenants 25% rent until May 31st, 2021

**Be it further resolved** that \$176,492 of the capital fee be earmark for the waterfront expansion project

**Moved by:** Shemar Jordan, Director of Operations

**Seconded by:** Naman Bafna, Business Representative

**Vote:** Carries

**Motion to amend the Second Be it resolve clause,**

**Be it further resolved** that the 100% safe-walk fee and 50% of the capital fee for the winter 2021 semester be refund/credits to students

**Moved by:** Shemar Jordan, Director of Operations

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

**Vote:** Carries

*Back to the main motion with amendments*

# Student Association of George Brown College

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---

**Vote:** Carries

### **11. By-Elections Committee Composition**

**Whereas** the By-Law, Section 1, Sub-section 3 stated that the Board of Directors shall be advised by the committees of the corporation,

**Whereas** the Election Committee for the By-Elections composition requires two board members appointed at the board meeting,

**Whereas** the Director of Education and Equity has submitted their resignation from By-Elections Committee and now the Committee has vacancy of one member;

**Be it resolved** that the Board of Directors appoint **Urvish Patel** as the new member of the By-Elections Committee

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

**Seconded by:** Shemar Jordan, Director of Operations

**Discussion:** None

**Vote:** Carries

### **12. Organization Chart**

*Few changes in the Organization Chart*

- *The Senior Coordinator, Health Benefits is moved under General Manager*
- *Human Resources Manager is changed to Human Resources Specialist (as per collective agreement)*
- *Special Project Manager – this title has been removed*

**Be it resolved** that the Board of Directors accepts the updated Organization Chart as presented

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

**Seconded by:** Shemar Jordan, Director of Operations

**Vote:** Carries

### **13. Executive Committee Report**

*Report presented by the Director of Communications & Internal*

### **14. Board Report October 2020**

# Student Association of George Brown College

## Board Meeting Minutes

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---

*Report presented by the Director of Communications & Internal*

### **15. Updates (in-camera)**

*\*Motion to go in Camera\**

**Whereas,** the **Updates (A.; B.; C.; & D)** is an internal discussion among the board members

**Be it resolved** that the Board of Directors go in-camera including Rosalyn Miller, General Manager

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

**Seconded by:** Shemar Jordan, Director of Operations

**Vote:** Carries

**Time:** 7:47 PM

#### **A. GBC Update**

*Update on Capital Expansion Plans*

#### **B. Notice of Retirement**

*Notice of Retirement of President of George Brown College*

#### **C. COVID-19 Relief Fund Criteria**

*Discussion on new criterion addition request by George Brown College under COVID-19 Relief Fund*

#### **D. Strategic Report**

*Presented by our Strategic Plan Facilitator, Neil Price*

*\*Motion to come out of Camera\**

**Be it resolved** that the Board of Directors Come out of Camera

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

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# Student Association of George Brown College

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---

**Time:** 8:26 PM

*\*\*After coming out of camera\*\**

- *Board of Directors decided that the Criteria for Covid-19 Relief fund will remain the same.*

### **16. Other Business**

#### **A. Class Talks Protocol**

- *In order to deliver a successful class talks, it would require*
  - *Planning – At least 20-30 days before the date*
  - *Purpose of the Class Talks – It should be qualitative and not measured in quantity*
  - *Support – from other executives and or staff; permission from professors and/or coordinators*
  - *Presentation – In order to do a class talk, you would require a presentation where you cover key areas for that class talk*
  - *Execution – Date, Time, Program Name, Program Code, Professor's name and so on*
- *Step 1 is always to reach out to the Director of Education & Equity.*
- *Representatives cannot book a date without consulting with the Director of Education & Equity*
- *Please remember that it is not one representative who is doing class talk – the whole team is involved and in order to ensure that it is successful, it is essential for you folks to take into consideration support staff's schedule.*

#### **B. Memo from CRO**

*The Director of Communications & Internal have forwarded the email from CRO to all Board members, adhere to the memo provided by the CRO during elections.*

### **17. Adjournment**

**Whereas,** the Board Meeting was scheduled till **8:00 PM**

**Be it resolved** that the Board Meeting is adjourned at **8:42 PM**

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

**Seconded by:** Shemar Jordan, Director of Operations

**Vote:** Carries

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