

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Board of Directors – Voting Members	
Executive Members:	
Director of Communications and Internal	Sri Krishna Rajan
Director of Operations	Hadja Bah
Director of Education & Equity	Angeline Nijmeh
Director of Student Experience	Simran Malhotra
Educational Centre Representatives:	
Arts, Design and Information Technology Representative	Mehak Khanna
Business Representative	Arlinda Sokoli
Community Services and Early Childhood Representative	Luke Bowden
Construction and Engineering Representative	Nirmala Singh
Health Science Representative, including school of Nursing	Shriya Gupte
Hospitality and Culinary Arts Representative	Ashmeet Kaur
Preparatory and Liberal Studies Representative	Vacant
Non-Voting Member:	
General Manager	Rosalyn Miller
Resources:	
Chair	Sami Pritchard
George Brown College Representative	Joseph Stapleton
Minute Taker	Sri Krishna Rajan
Guests:	
Dialog Staff	Suma Ha
Chief Returning Officer (CRO)	Charles Wilson
Internal Coordinator	Jessica Pasion
Labor lawyer	Doug Macleod
Legal Lawyer	Ben Millard

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

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1. Roll Call:

Board of Directors: Voting Members	Present	Absent	Regrets
Executive Members:			
<i>Director of Communications and Internal</i>	Present		
<i>Director of Operations</i>	Present		
<i>Director of Student Experience</i>	Present		
<i>Director of Education & Equity</i>	Present		
Educational Centre Representatives:			
<i>Arts, Design and Information Technology Representative</i>	Present		
<i>Business Representative</i>	Present		
<i>Community Services and Early Childhood Representative</i>	Present		
<i>Construction and Engineering Representative</i>	Present		
<i>Health Science Representative</i>	Present		
<i>Hospitality and Culinary Arts Representative</i>	Present		
<i>Preparatory and Liberal Studies Representative</i>	Vacant		
Non-Voting Member			
<i>General Manager</i>	Present		

Land Recognition Statement:

Student Association of George Brown College is located on the traditional territory of the Mississauga's of the Credit First Nation and other Indigenous peoples who have lived here over time. We are fortunate to have the opportunity to learn, work, grow, and live in the community sharing the responsibility to honor and protect this land as treaty people and to live peacefully with each other.

1. **Call to Order**

Time: 06:06 PM

2. **Approval of the Agenda**

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

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Angeline Nijmeh, Director of Education and Equity

Discussion: Motion to amend the agenda to add Bargaining Committee update as item number 17 (In camera) and to include Ben Millard legal lawyer will be joining to present in-camera item numbers of 14,15,16.

Vote: In-favor

Motion to amend the agenda to add Doug Macleod in item number 17.

Seconded by: Angeline Nijmeh, Director of Education and Equity

Discussion: None

Vote: In-favor

Back to main motion with amendments

Discussion: None

Vote: In-favor

3. 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: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Hadja Bah, Director of Operations

Discussion: None

Vote: In-favor

4. 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: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Mehak Khanna, Arts Design and IT Representative

Discussion: Amend the agenda to increase the speaking time to 4 minutes per item

Seconded by: Mehak Khanna, Arts Design and IT Representative

Discussion: None

Vote: In-favor

Main motion with amendments

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Vote: In-favor

5. Approval of Minutes

Whereas the meeting minutes from the December 15, 2022, Board meeting require approval.

Be it resolved that the Board of Directors accept the meeting minutes of December 15, 2022 (Appendix A) Board meeting as presented with the amendments, if any.

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Angeline Nijmeh, Director of Education and Equity

Discussion: Luke Bowden, Community Services and Early Childhood Representative shared his thoughts on meeting minutes

Vote: In-favor

6. 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.

7. CRO Letter

By Charles Wislon, Chief Returning Officer

Whereas the position of Director of Communications and Internal was not filled during the 2022 Fall Election;

Be it resolved that the Chief Returning Officer be directed to fill the position in accordance with the option letter re terms presented in the report of the CRO.

Moved by: Simran Malhotra, Director of Student Experience

Seconded by: Mehak Khanna, Arts Design and IT Representative

Discussion:

- Option 1 is to continue in office while filling the vacancy in accordance with the spring election that is already planned.
- The organization should devote as much of its resources, abilities, and energies as it can to promoting the general election.

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

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- According to the statute, the office is not actually unoccupied, so it won't be practical to have an interim measure there.
- At this time, the director of communications and internal is a former student and has not been a student at George Brown for some time. This is a good proposal in the governance review that we appoint a president who is a former student to serve in the job of president and problematic as well due to criteria.

Vote: In-Favor - 6
Oppose - 4

8. **Chairperson**

By Angeline Nijmeh, Director of Education and Equity

Whereas Student Association meetings are conducted following a hybrid model

Be it Resolved that the external chairperson is present in person at all on-campus meetings

Moved by: Angeline Nijmeh, Director of Education and Equity

Seconded by: Nirmala Singh, Construction and Engineering Representatives

Discussion:

- The practice of having a chair join us virtually has an effect on the board's cohesiveness, and the substitutes or alternates are excellent.
- The language has to be clarified and should cover every possible eventuality.

Motion to amend the agenda.

Be it Resolved: the chair will be present in person to conduct in-person meetings and the external chair will be online when meetings are conducted online

Moved by: Mehak Khanna, Arts Design and IT Representative

Seconded by: Simran Malhotra, Director of Student Experience

Discussion:

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

- When there is little notice and no backup chair is available, the hybrid model helps to facilitate meetings. It achieves this by making it easier to select a chair and keep meetings on schedule. Otherwise, it will be difficult for the chair to chair over an important in-person meeting.
- Business of the board shouldn't be halted because of circumstances that are beyond the control of the board. There is an alternative that external legal counsel has offered in the governance review which is to eliminate the requirements to have an external chairperson.

Motion to amend the agenda.

Be it Resolved: that if the external chair is unavailable for in-person board meetings the director of communications will chair

Seconded by: Arlinda Sokoli, Business Representative

Discussion: Page 12 of VDM already states the above motion and it's already in our governing document.

Vote: In favor (amendment to the amendment)

Vote: In favor (of the amendment)

Vote: In favor (of the main motion with all amendments)

9. **E-text refunds**

By Angeline Nijmeh, Director of Education and Equity

Whereas More information is required regarding e-textbooks to issue college-wide refunds

Whereas Students received email communication from "BookStoreEtext" regarding accessing textbooks for the January 2023 semester without consent

Whereas Textbook fees are hidden in tuition fees

Be it resolved that every executive and educational centre rep conduct a preliminary review of e-textbook fees in their faculty

Be it further resolved that executives and educational centre reps send an email communication to Director of Education and Equity outlining necessary refund of e-textbooks for their faculty by January 31st, 2023

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Moved by: Angeline Nijmeh, Director of Education and Equity

Seconded by: Ashmeet Kaur, Hospitality and Culinary Arts Representative

Discussion:

- It is important to offer information on how to contact the faculty inside the department and how to get information on the electronic textbook.
- The Vice President of Academics has already been informed about the E-Textbook, President Gervan Fearon is discussing it, and the College is doing its own initial review.
- For better results and to gather information from each department, a meeting with representatives from the educational center should be called In order to provide our findings to the college, data from the prior survey must be extracted.

Vote: In favor

Motion to Reconsider

Moved by: Simran Malhotra, Director of Student Experience

Seconded by: Hadja Bah, Director of Operation

Discussion: None

Vote: In favor

Motion to amend the agenda.

Be it further resolved a survey will be sent to each school as part of George brown college

Moved by: Simran Malhotra, Director of Student Experience

Seconded by: Hadja Bah, Director of Operation

Discussion:

- The survey will enable us to pinpoint the E-textbook problems across all departments and provide us with the hard evidence we need to submit our case to the college.
- The Director of Student Experience will be working along with Marketing and Communication Committee on the survey.

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Vote: In favor (of the amendment)

Vote: In favor (of the main motion with all amendments)

10. Fair Wage

By Sri Krishna Rajan, Director of Communications and Internal

Whereas it is stated in The Constitution and By-laws, By-law 10: Legal and Financial, Section 9 Fair Wage: *“The corporation is committed to providing a fair wage to all students employed in part-time positions. As such, the minimum wage of the corporation will be \$15 per hour. The Student Association Board in consultation with part-time staff will review the minimum wage annually to make sure they are providing a progressive living wage”*

Whereas review and survey is needed among part-time staff to obtain information on wages

Whereas the consultation with the part-time staff should fall under the portfolio of the Operations Committee due to determining budgets and feasibility

Whereas the Operations Committee will provide recommendations based on their findings to the rest of the board members

Be it resolved that the Operations Committee will review and consult with part-time staff and provide their findings and recommendation to board.

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Hadja Bah, Director of Operations

Discussion:

- According to our governing documents, we are required to review the fare wage every year, monitor the living wage, and address these issues through the operations committee.
- Consultations should be held before the winter semester is over. Most part-timers will continue to work through April 30. We don't have that level of programming in the summer, so part-timers decrease

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

dramatically. At the end of August, a new group or returning group begins, Consultation should be done before April.

Motion to amend

Be it resolved that at the next operations committee, Committee will review and consult with part-time staff and provide their findings and recommendations at the following board meeting

Moved by: Mehak Khanna, Arts Design and IT Representatives

Seconded by: Simran Malhotra, Director of Student Experience

Discussion: None

Vote: In favor (of the amendment)

Vote: In favor (of the main motion with all amendments)

11. CPI increases for Board members.

By Sri Krishna Rajan, Director of Communications and Internal

Whereas By-law 4: Board of Director Duties and Remuneration **and** By-law 10: Legal and Financial of The Constitution and By-laws does not mention CPI increased and or eligibility of Educational Representatives

Whereas the Voting Directors Accountability Manual (VDAM), includes the terms of the CPI increases only towards the individuals holding the Executive positions

Whereas the CPI's of Educational Representatives are included in the Director Remuneration Policy stating 1.4 Yearly Increases "*Honouraium increases shall be in accordance with CPI*"

Whereas The Constitution and By-laws and Voting Directors Accountability Manual are governing documents of the Board that should be followed.

Be it resolved that the governing documents; The Constitution and By-laws and Voting Directors Accountability Manual be updated to include the CPI protocol for the Educational Centre Representatives

Be it further resolved that the CPI be retroactive paid to the Educational Centre Representatives as of May 1, 2022

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Hadja Bah, Director of Operations

Discussion:

- The representatives of educational centres earn an honorarium of \$600 for the equivalent of 40 hours of work, or \$15.00 an hour, because the Employment Standards Act does not apply to honoraria. According to VDAM, the minimum wage in Ontario was \$15.50 an hour. Educational centre representatives are volunteers because, despite the fact that they may be compensated honorarily for their work, they are not considered employees as that term is used in the employment standards act. However, the implications of this are quite broad because they may have an effect on other student association orders' policies, so they need to be carefully examined.
- Since the bylaws are a policy document that supersedes all other governing documents, amendments to the bylaws can be made, but only with the membership's consent. VDAM, on the other hand, can be updated without membership approval, but since we're talking about compensation, that board must be very careful about making any changes that alter the bylaws' nuance or essence.
- The motion should be executed gradually and be extremely clear about which document has to be amended.
- The removal of CPI from the educational center representative was completed in 2019, at which point the honoraria language was updated to include references to the appendix for the process to compute the area.

Motion to amend the agenda

Be it further resolved the internal policies and procedures committee review and consults on the inadmissibility of the employment standards act to the honorarium of educational center representatives and proposes alternative alternatives such as a reasonable living hourly wage.

Moved by: Luke Bowden, Community Services and Early Childhood Representative

Seconded by: Arlinda Sokoli, Business Representative

Discussion: None

Vote: In favor (of the amendment)

Vote: In favor (of the main motion with all amendments)

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Motion to Extend the Meeting Time

Be it resolved meeting time be extended to 8:30 pm

Moved by: Sri Krishna Rajan, Director of Communication and Internal

Seconded by: Hadja Bah, Director of Operations

Discussion: None

Vote: In favor

- 12. Executive Committee Report** (Any questions related to Executive Committee Report will be answered via email)

Presented by Simran Malhotra, Director of Student Experience (Appendix B)

- 13. Board Report** (Any questions related to Board Report will be answered via email)

Presented by Simran Malhotra, Director of Student Experience (Appendix C)

- 14. Performance Review Process General Manager, HR related** (In-Camera)

By Sri Krishna Rajan, Director of Communications and Internal

Be it resolved that the Board of Directors, including Chair, Ben Millard and Excluding General Manager go in-camera

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Arlinda Sokoli, Business Representative

Discussion: None

Vote: In-favor

Time: 8:14 PM

Motion to Come out of the Camera

Be it resolved that the Board of Directors, including Chair, Ben Millard Come out of camera

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Luke Bowden, Community Services and Early Childhood Representatives

Discussion: None

Vote: In-Favor

Time: 8:32 PM

15. **Mediation Committee Report, HR related** (In-Camera)

By Sri Krishna Rajan, Director of Communications and Internal

Be it resolved that the Board of Directors, including Chair, Ben Millard and Excluding General Manager and Community Services Representative go in-camera

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Mehak Khanna, Arts Design and IT Representatives

Discussion: None

Vote: In-favor

Time: 8:36 PM

Motion to Come out of the Camera

Be it resolved that the Board of Directors, including Chair, Ben Millard and General Manager come out of camera

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Angeline Nijmeh, Director of Education and Equity

Discussion: None

Vote: In-favor

Time: 8:41 PM

16. **Staff Communication memorandum as per Ben request** (In-Camera)

By Sri Krishna Rajan, Director of Communications and Internal

Be it resolved that the Board of Directors, including Chair, Ben Millard and Excluding General Manager and Director of Education and Equity go in-camera

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, January 23, 2023

Time: 6:00PM – 8:00PM

Location: Online, Zoom

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Luke Bowden, Community Services and Early Childhood Representatives

Discussion: None

Vote: In-favor

Time: 8:43 PM

Motion to Come out of the Camera

Be it resolved that the Board of Directors, including Chair, Ben Millard and General Manager come out of-camera

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Mehak Khanna, Arts Design and IT Representative

Discussion: None

Vote: In-favor

Time: 8:55 PM

17. **Bargaining Committee Update** (In-Camera)

By Sri Krishna Rajan, Director of Communications and Internal

Be it resolved that the Board of Directors, including Chair, Doug Macleod and General Manager go in-camera

Moved by: Mehak Khanna, Arts Design and IT Representatives

Seconded by: Sri Krishna Rajan, Director of Communications and Internal

Discussion: None

Vote: In-favor

Time: 8:57 PM

Motion to Come out of the Camera

Be it resolved that the Board of Directors, including Chair, Doug Macleod and General Manager come out of the camera

Moved by: Sri Krishna Rajan, Director of Communications and Internal

Seconded by: Simran Malhotra, Director of Student Experience

Student Association of George Brown College

Board Meeting Minutes

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Time: 6:00PM – 8:00PM

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Discussion: None

Vote: In-favor

Time: 9:24 PM

18. **Other Business** (Deferred)

Director of Operations

- Campus Master Plan Update
- Board Member's Schedule

Director of Education and Equity

- Class Schedules
- Mandatory "on campus 3x a week"
- Zoom Training for faculty
- Mandatory Indigenous Studies elective

19. **Adjournment**

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

Be it resolved that the Board Meeting is adjourned at *_9:32 PM_*

Moved by: Angeline Nijmeh, Director of Education and Equity

Seconded by: Simran Malhotra, Director of Student Experience

Discussion: None

Vote: In-favor