

Student Association of George Brown College

Board Meeting Minutes

Date: Tuesday, May 21, 2024

Time: 2:00 PM – 4:00 PM

Location: Casa Loma Campus

Board of Directors – Voting Members	
Executive Members:	
Director of Communications and Internal	Ayush Dara
Director of Operations	Erubey Lechuga Molina
Director of Education and Equity	Muhammad Usman
Director of Student Experience	Peter Corno
Educational Centre Representatives:	
Arts, Design and Information Technology Representative	Rishabh Dhawan
Business Representative	Mahi Batra
Community Services and Early Childhood Representative	Barichisu Osman Abugbila
Construction and Engineering Representative	Ibrahim Hatia
Health Science Representative, including school of Nursing	Rishita Gupta
Hospitality and Culinary Arts Representative	Simran Kaur
Preparatory and Liberal Studies Representative	Kulvir Singh
Non-Voting Member:	
General Manager	Rosalyn Miller
Resources:	
Chair	Kayla Weiler
Minute Taker	Jessica Pasion
George Brown College Representative	Melissa Gallo
Operations Manager	Wafa Ulliyan
Guests:	
Millard and Co, Legal Counsel	Ben Millard
Dialog	Rosa Yazdannejat and Angelica Kim
Student Guest	

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1. Roll Call:

* Board members were asked to introduce themselves and state their pronouns. The Chair went over expectations, guidelines and encouragement to vote.

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

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2. Call to Order:

Time: 2:17PM

3. Approval of the Agenda

Be it resolved that the Board of Directors accept the agenda as presented.

Moved by: Muhammad Usman, Director of Education and Equity

Seconded by: Ibrahim Hatia, Construction and Engineering Representative

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

Motion to amend the agenda, to add the Education Centre Representative Committee Report as item 14

Moved by: Muhammad Usman, Director of Education and Equity

Seconded by: Ayush Dara, Director of Communications and Internal

Discussion: *None*

Vote: Carries

* Back to the main motion

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: Erubey Lechuga Molina, Director of Operations

Seconded by: Ayush Dara, Director of Communications and Internal

Discussion: None

Vote: Carries

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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: Erubey Lechuga Molina, Director of Operations

Seconded by: Ibrahim Hatia, Construction and Engineering Representative

Discussion: None

Vote: Carries (Oppose: Simran Kaur, Hospitality and Culinary Arts Representative; Abstain: Rishabh Dhawan, Arts, Design and Information Technology Representative)

6. Approval of Minutes (Appendix A)

Whereas the meeting minutes from the April 15, 2024 Board meeting requires approval.

Be it resolved that the Board of Directors accept the meeting minutes of April 15, 2024 (Appendix A) Board meeting as presented.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Simran Kaur, Hospitality and Culinary Arts Representative

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

- No amendments were notified

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.

- General Manager: Reminder and encouraged to reflect back to the board of the training that folks had with Ben Millard and the case studies

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- No declaration of conflict were stated during the meeting

8. Ratification of 2024-2025 Chairperson

Be resolved that Kayla Weiler be appointed as the chairperson for the SAGBC Board of Directors for 2024-2025 term.

Moved by: Ibrahim Hatia, Construction and Engineering Representative

Seconded by: Simran Kaur, Hospitality and Culinary Arts Representative

Discussion:

- Chair explains the process of the chair that is outlined in the by-laws, and explains her experiences as a BOD chair
- Muhammad Usman, Director of Education and Equity, seeks clarification regarding last years process
- Ayush Dara, Director of Communications and Internal requests an in-camera session
- Rosalyn Miller, General Manager, explains process and the intent of when in-camera session, the history of BOD chair selection, and when a debate is needed to be done.
- Ayush Dara, Director of Communications and Internal seeks clarification and reiterates on the in-camera session intent. Director of Communication and Internal states that the chair "wrote herself" into the motion and no notification was signaled
- Rosalyn Miller, General Manager explains that the responsibility lies in the Director of Communications and Internal to signal change and the prior group. Change and process was not done by the previous Director of Communications and Internal which is the current Director of Communications and Internal. No communication was done on their end and indicated months prior to the start of the new term. May is the final step of the process and the process is done prior to May
- Muhammad Usman, Director of Education and Equity indicates that the fiscal year starts June 1.
- Rosalyn Miller, General Manager explains that the by-laws references to the Board of the Directors term which is from May-April and not the fiscal as the Director of Education and Equity indicated. The General Manager states for the record that she disagrees that the Chair put their name forward. "In the absence of documentation going to the chair or General Manger or anyone else. It is expected that it is the person putting themselves forward and disagrees with the statement

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that is framing the chair". The General Manager is unclear about the motivation and direction of the conversation

- Erubey Lechuga Molina, Director of Operations references the by-laws that it is required to vote for a chair during the board meeting and that for the next chair, folks can review the process for the next chair
- The Chair reminds folks that a chair is needed to continue with the meeting and future meetings of the board. No hard feelings will occur and that a chair is intended to be neutral on decisions and matters.
- The General Manager notes to the board that the by-laws overrule the personal matters and hidden agenda that the board may or may not have against the chair. No individual wants to work in a hostile environment. If folks have an issue, it can be discussed with the Executive committee
- The Chair indicates that the chair needs to be an external member as per the by-laws. The Director of Education and Equity inquires a question that is deemed out of order.
- The Director of Communications and Internal indicates that there was miscommunication between him and the chair as the agenda was completed without him. He was confused on the process and there was no other candidates. Based on the VDAM he inquires about the absence of an external chair, and the expectations of the Director of Communications and Internal to chair the meeting.
- The Chair indicates that she is available and able to chair. The Director of Communications and Internal seeks clarification if a chair isn't approved and is moved to the following meeting, does the Director of Communications and Internal sit as the chair.
- Rishabh Dhwan, Arts, Design and Information Technology Representative states that at a training of a board, the Chair stated that she is has already acclaimed before the agenda was sent out and asked the Chair if he is wrong.
- The Chair explains that they were still the chair and that no indication of otherwise stated was the case. The General Manager reminds folks of the process and various case scenarios

Vote: Carries (1 oppose, 1 abstain)

9. Labour Lawyer (In-camera)

Be resolved that the board members, Chair, Ben Millard, and General Manager move to an in-camera session at 2:59PM.

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Moved by: Ibrahim Hatia, Construction and Engineering Representative

Seconded by: Peter Corno, Director of Student Experience

Discussion: None

Vote: Carries

Be resolved that the board members, Chair, Ben Millard, and General Manager move out of camera session at 4:10PM.

Moved by: Simran Kaur, Hospitality and Culinary Arts Representative

Seconded by: Ibrahim Hatia, Construction and Engineering Representative

Discussion: None

Vote: Carries

* **Motion to** extend the meeting to 5PM

Moved by: Erubey Lechuga Molina, Director of Operations

Seconded by: Muhammad Usman, Director of Education and Equity

Discussion: None

Vote: Carries

Be it resolved that Marcus McCann of Marcus McCann Professional Corporation be retained in relation to labour relations matters for the SAGBC.

Moved by: Muhammad Usman, Director of Education and Equity

Seconded by: Mahi Batra, Business Representative

Discussion:

Motion to amend motion to read the following "**Be it resolved that** Marcus McCann of Marcus McCann Professional Corporation be retained on an interim basis in relation to labour relations matters for the SAGBC until further notice from the Board of Directors"

Moved by: Ibrahim Hatia, Construction and Engineering Representative

Seconded by:

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Discussion: None

Vote: Carries

* Back to the main motion revised

Vote: Carries

10. HR Manual (Appendix B and C)

a. Salary Grid (Appendix B)

Be resolved that the board members, Chair, Ben Millard, and General Manager move to an in-camera session at 4:16PM.

Moved by: Mahi Batra, Business Representative

Seconded by: Ibrahim Hatia, Construction and Engineering Representative

Discussion: None

- **General Manage does not stay for the in-camera session**

Vote: Carries

Be resolved that the board members, Chair, Ben Millard, and General Manager move out of camera session at 4:22PM.

Moved by: Mahi Batra, Business Representative

Seconded by: Simran Kaur, Hospitality and Culinary Arts Representative

Discussion: None

Vote: Carries

b. Presentation of HR Manual (Appendix C)

Presented by Ben Millard, Millard and Co, Legal Counsel

- Ben Millard, Millard and Co, Legal Counsel notes that an informal training session took place prior to the meeting and not all members attended. Ben Millard expresses the need to urgently have the non-union manual revised, updated with the necessary changes to have it up to standard. The Internal Policy and Procedures committee approved the document and brought forth the recommendations

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brought to the board. Seeking to the board to accept the recommendation or send back to the committee. Legal Counsel explains the need to have it approved and why it should be approved – the reason why it is recommended for approval is due to urgent updates and legal liabilities.

- Legal continues to inform that laws change and requires employers to update from time to time. The Student Association has not done so for some time. Urgent changes are required. Legal continues to summarize the changes that have been made and that the board should want employers to have the most accurate and up to date information.
- Muhammad Usman, Director of Education and Equity had questions about page number 6 and the heading Executive Committee; page 9 Authority Hiring and personnel but didn't specify what questions he had regarding the headings.
- Ayush Dara, Director of Communication and Internal asks about going in camera, in which Ben Millard reiterates the purpose of in camera and how it should be used and encourages the board of directors to ask the question so he can determine based on his expertise and experience if it is needed to be discussed in camera.
- Muhammad Usman, Director of Education and Equity inquires about the Executives committee paragraph that was removed and is confused why it was removed. The Legal Counsel explained that it is a manual being provided to employees and that the board has no control over the employees. It is not relevant to the employees and has no effect on the Executive committee as the Executive committee follows the VDOM. It is inconsistent and is required to be removed as it creates confusion because board members are not the boss of employees.
- Legal Counsel also explains that the manual may not have had proper legal consult to create a manual and update the manual.
- The General Manager explains the history of the manual to explain that many changes and titles have changed over time and the laws and regulations have not been updated.
- Peter Corno, Director of Student Experience questions the entire board on their intentions of the HR manual
- Legal Counsel reiterates again the responsibility of the board and the responsibility of staff and intention of the HR Manual. Legal then continues to remind folks of the memo and responsibility of the board.
- Muhammad Usman, Director of Education and Equity continues to question bylaws and for Legal Counsel to explain which Legal then clarifies – indicates it has no relevancy to the HR manual

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- Ibrahim Hatia, Construction and Engineering Representative inquiries if the manual can be sent back to the newly elected committee
- The Chair reiterates the two options procedurally that can be done.
- Muhammad Usman, Director of Education and Equity inquires about page 13 regarding personnel records and is seeking clarification why it was changed. Legal counsel explains the intent and the mechanism being proposed in place.
- Peter Corno, Director of Student Experience asked what would be the process to have a meeting with the Execs, General Manager and Legal Counsel to discuss HR Manual further
- Legal Counsel reminds folks that there were many attempts to meet/discuss the manual. The previous committee is in support. Reminds folks on necessity

* **Motion to** extend meeting until **6:00PM**

Moved by: Peter Corno, Director of Student Experience

Seconded by: Ibrahim Hatia, Construction and Engineering Representative

Discussion: None

Vote: Carries

** Back to discussion

- Legal Counsel explain the reason why certain policies do not need that HR manual as it contradicts a contract that an employee would receive
- The General Manager explains the process, questions the motives of the board and why the board is not accepting the changes as by the end of day, the board opens themselves up to liability.
- the discussion goes on in great length and no outcome has been clear or made as to the approval of the HR Manual.

c. Motion

Whereas the Internal Policy and Procedures Committee approved the Non-Union HR Manual on April 17th;

Whereas the manual is to bring the Non-Union Manual in compliance with Employment Standards Act, VDAM and other legislative requirements;

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Be it resolved that the Internal Policy and Procedures Committee recommends the Non-Union Policy Manual to be accepted.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Peter Corno, Director of Student Experience

Discussion:

- The General Manager requests that folk be explicit when discussing in favour or against the motion
- The board is inquiring about tabling the HR Manual to the Internal Policy and Procedure committee however, Legal Counsel is stating to be clear and provide instructions as to what is needed to change based on the recommendations already provided.

***** Motion to** extend meeting until 6:30PM

Moved by: Simran Kaur, Hospitality and Culinary Arts Representative

Seconded by: Muhammad Usman, Director of Education and Equity

Discussion: None

Vote: Carries

**** Back to discussion**

****** Motion to** omibus items 11, 12, 13, 14 and table to emergency meeting

Moved by: Ibrahim Hatia, Construction and Engineering Representative

Seconded by: Muhammad Usman, Director of Education and Equity

Discussion: None

Vote: Carries

******* Motion to** table to emergency meeting

Moved by: Ibrahim Hatia, Construction and Engineering Representative

Seconded by: Simran Kaur, Hospitality and Culinary Arts Representative

Discussion: None

Vote: Carries

Vote:

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11. Executive Committee April Report (Appendix D)

Presented by Muhammad Usman, Director of Education and Equity

Be it resolved that the Executive Committee report be approved as presented.

Moved by:

Seconded by:

Discussion:

Vote:

12. Internal Policies and Procedures Committee April Report (Appendix E)

Presented by Ayush Dara, Director of Communication and Internal

Be it resolved that the Internal Policies and Procedures Committee report be approved as presented.

Moved by:

Seconded by:

Discussion:

Vote:

13. Board Accountability April Report (Outgoing Members), (Appendix F)

Presented by Erubey Lechuga Molina, Director of Operations

Be it resolved that the Board Accountability report be approved as presented.

Moved by:

Seconded by:

Discussion:

Vote:

14. Education Centre Representative Committee Report

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Presented by Muhammad Usman, Director of Education and Equity

Be it resolved that the Education Centre Representative committee report be approved as presented.

Moved by: Muhammad Usman, Director of Education and Equity

Seconded by:

Discussion:

Vote:

15. Ratification of 2024-2025 Standing Committee Members (Appendix H)

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

Whereas, the organization has 7 standing committees (Appendix H),

Whereas, the Internal Policies & Procedures Committee composition requires two representatives and one executive appointed at the board meeting,

Whereas, the Operations Committee composition requires two board members and one executive appointed at the board meeting,

Whereas, the Marketing & Communications Committee composition includes executive member, Director of Communication and Internal as co-chair and requires two board members at the board meeting,

Whereas, the Elections Committee requires one board member nominated at caucus

Be resolved that the Board of Directors ratify Executive member _____ and Educational Representatives _____ and _____ for the **Internal Policies & Procedures Committee,**

Be further resolved that the Board of Directors ratify Executive member _____ and Educational Representatives _____ and _____ for the **Operations Committee,**

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Be further resolved that the Board of Directors ratify Educational Representatives _____ and _____ for the **Marketing & Communications Committee** as appointed.

Be it further resolved Board of Directors ratify _____ to the Election Committee

Moved by:

Seconded by:

Discussion:

Vote:

16. Board Meeting Dates 2024-2025 (Appendix I)

Whereas, the monthly Board Meeting of Student Association occurs every 3rd Monday of the month from 2:00 PM to 4:00 PM in the months of May to August

Whereas the monthly Board Meeting of Student Association occurs every 3rd Monday of the month from 6:00 PM to 8:00 PM in the months of September to April,

Whereas, some statutory holidays may fall on 3rd Monday of that month and the Student Association will be closed on statutory holidays

Be it resolved that the Board of Directors accepts the chart (Appendix I) as presented with the proposed dates & times for the year 2024-2025.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Ibrahim Hatia, Construction and Engineering Representative

Discussion:

Motion to amend June 17 Board of Directors monthly meeting date to June 24, 2024

Moved by: Ayush Dara, Director of Communications and Internal

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Seconded by: Ibrahim Hatia, Construction and Engineering Representative

Discussion:

Vote: Carries

** Back to the main motion

Motion to amend the June, July and August summer hours hours to 3-5PM.

Moved by: Ibrahim Hatia, Construction and Engineering Representative

Seconded by: Mahi Batra, Business Representative

Discussion:

Vote: Carries

** Back to the main motion with the approved changes

Vote: Carries

17. Other Business

- a. (Notice) Community Services and Early Childhood Representative Leave of Absence
 - o To be discussed at the emergency board meeting
- b. CFS Skills Announcement by Erubey Lechuga Molina, Director of Operations

18. Adjournment

Whereas the Board Meeting was scheduled till **4:00PM**

Be it resolved that the Board Meeting is adjourned at 6:37PM

Moved by: Ibrahim Hatia, Construction and Engineering Representative

Seconded by: Simran Kaur, Hospitality and Culinary Arts Representative

Discussion: None

Vote: Carries