



Minutes of the 274th Meeting

Board of Directors Meeting
Sheridan Student Union Incorporated (SSUI)

Date: March 17th, 2020
Time: 7:30 PM
Location: SSU Boardroom (A315), Hazel McCallion Campus

Directors Present: Michelle Lee, Director, TRA, Vice-Chairperson
Abhishek Hastir, Director, DAV
Chiragkumar Patel, Director, DAV
Maiya Samuel, Director, HMC

Teleconference: Mireille Dubé, Director, DAV
Ty Defreitas, Director, HMC

Directors Late: Xinxin Zhang, Director, TRA, Chairperson (*arrived at 8:10 pm*)

Directors Absent: Yash Amitbhai Karkar, Director, DAV, Secretary

Ex-Officio Members Present: Ben LeBlanc, President, Sheridan Student Union
Jamie King, General Manager, Sheridan Student Union
Maria Lucido-Bezely, Dean of Students, Sheridan College (*via teleconference*)

Ex-Officio Members Absent: N/A

Guests Present: Laura DiViesti, Special Projects Coordinator & CRO, Sheridan Student Union

I Call to order at 8:02 PM by the Vice-Chairperson.

II Quorum 6 Board members present. (6 required for quorum)

III Declaration of Conflicts of Interest No conflicts identified.

IV Approval of the Agenda

BE IT RESOLVED that the SSUI Board of Directors approve the 274th Board Meeting Agenda as presented.

Moved: Dubé
Seconded: Patel

Motion Carries (6 In favour, 0 against, 0 abstain)

V Approval of the 273rd Meeting Minutes

BE IT RESOLVED that the SSUI Board of Directors approve the 273rd Meeting Minutes as presented.

Moved: Dubé
Seconded: Patel

Motion Carries (6 In Favour, 0 Against, 0 Abstain)

VI Item One: COVID-19

- LeBlanc provides the Board with an update on how the SSU has reacted to the COVID-19 (coronavirus) pandemic. The SSU had followed the College directives provided to the Sheridan Community. Measures taken include:
 - Closure of all offices, services and food operations as of March 13th, 2020. Despite physically being closed, we have been able to maintain a virtual presence via social media, phone and email.
 - All events, gatherings and programming have been cancelled until April 30th, 2020.
 - Student Care, our domestic health and dental insurance provider, has been sending out communications to students regarding frequently asked questions and coverage details as it relates to the virus. We

communicated with the college through the Board of Governors about ensuring international students are aware of their coverage, and the impacts that this virus will have on them.

- Our marketing and communications department is creating a frequently asked questions page in collaboration with the college and are currently finding new avenues to obtain student feedback on how we can support them which will be shared with the college as it relates to their services, and find ways to act on the feedback.
- The University of Toronto launched an emergency grant process, this is something we could advocate for with the college as was similarly done during the 2017 college strike.
- An area we are looking at ways to support are the students currently living in residence through acquiring supplies, food and providing overall support to the community.
- Currently our part-time student staff are not scheduled to work due to the closures, our full-time non-student staff are reporting for work, distancing themselves through working from home, and are working on ongoing projects and connecting with other student unions to determine how other institutions are handling the pandemic.
- We are currently trying to figure out how long the shutdown will happen and are currently working on a 1-3 month perspective. Regardless of how long we are physically closed, we will still be available virtually and will need to determine how we get back up and running when the time comes to get back to campus.

Zhang arrives at 8:10 pm

- As board members have been made aware, the college has an Emergency Operating Committee which SSU does not sit on. Lucido-Bezely is our liaison on the committee and will provide management with updates as they become available.
- We anticipate that when classes 'resume' we will see a greater level of interaction and questions coming our way through social media and email.
- Management will continue to come to the Board for any major fiscal decisions; payroll, bill payments, and other financial commitments will still be handled and made on time.
- Lee opens the floor to questions from the Board
 - Samuel asks if the SSU or the College are doing anything for students who are in residence and are struggling to get groceries or other supplies
 - Lucido-Bezely informs the Board that the grocery bus service has been cancelled out of safety measures, but an order and delivery service will be available. Chartwells is also determining if and how they can contribute and support the residence community.
 - LeBlanc informs the Board that we are currently exploring how to modify our food first program, create virtual communities or live question and answer opportunities to create alternate engagement opportunities, or to find a way to 'mail' care packages to residence students.
 - Zhang asks if the fresh food at the Marquee and the Den have been disposed of yet or if it is possible to give away to students in residence.
 - LeBlanc states that the major issue is that strict guidelines as a food operator as to how they can distribute it on campus; with all of our fresh produce, we work with local food banks in our communities as an alternate to throwing it out. The difficulty with giving it out on campus, aside from the guidelines, is the lack of staff available on campus to give that food away, but this is something he can explore with our Operations manager.
 - King states that we have been in touch with Tracy Ens from ancillary services. We have offered to work collaboratively to support emergency food initiatives with the college including the procurement of food for students in residence.
 - Zhang states what the provincial and federal government have announced regarding work related compensation. He asks LeBlanc what we are doing for our employees.
 - LeBlanc informs him that part-time student staff are not reporting for work right now, so they will not be paid.
 - Dube seeks clarity into the format in which we are exploring for delivering our services.
 - LeBlanc informs her that online delivery is the major outlet right now. Our teams are exploring service delivery digitally, feedback collection via forums, social media and website channels.

- Hastir asks Lucido-Bezely if co-op students have been contacted by employers they are set to work for or currently are working for?
 - Lucido-Bezely informs him that co-op advisors have been working to get in touch with the students. The co-op department has been working with each employer and their students.
- Zhang notes that a number of students from his faculty who are set to have a co-op in the summer 2020 term have come to him expressing their concerns about their co-op being impacted or cancelled.
 - Lucido-Bezely states that unless communicated from the co-op department and faculty, no decisions have been made to alter the co-op term. She will follow up with those departments to seek greater clarity.
- Lucido-Bezely stresses again that all information and questions are updated and available on the website. This is the best area for information. Her area will create a student wellbeing page to gain access to remote advising services.
- Lee asks Lucido-Bezely if the libraries are working to get online versions of textbooks available for students who have physical textbooks available in the library considering the lack of access to the libraries.
 - Lucido-Bezely states that she will get an answer on that and will get information sent back to management and the board. The library team is working remotely to support students.
- Zhang asks if the Centres for Student Success will be available for students?
 - Lucido-Bezely states that each unit is continuing supports online for counselling, accessible learning services, student advisement, international centre, and student rights and responsibilities. The only area from her unit that is still available in person are the health centres on campus.
- LeBlanc notes that the Board needs to determine what they want to do with the current election that has just got underway. He identifies that the challenge is that there are no students on-campus, which can severely impact a nominee's ability to complete the required forms. No directives have been taken yet as we need the Board to provide that direction. LeBlanc asks the board for feedback and direction on how to proceed.
 - He states that one option to consider could be cancelling the current election and calling a new election in a few weeks with a revised electoral process such as an interview format via Skype or WebEx.
 - King stresses the importance of governance continuity and filling the seats for May 1st. He suggests that perhaps there can be an interim Board in place until the fall before a formal election can be held.
 - King has been in touch with our lawyer for a consultation on the situation and our options; the consensus out of that meeting was that extraordinary times call for extraordinary measures, which would result in us modifying our electoral process as a result of the pandemic and resulted closures.
 - Zhang asks what the bare minimum number of directors is to function. LeBlanc indicates that in Ontario according to the Not-for-Profit Corporations Act, a minimum of 3 directors are required, but feels that 5 or 6 would be better to ensure greater student representation at the table.
 - Samuels asks if there would be issues with voting if there are no students on campus. LeBlanc states that voting would not be an issue as we would continue to use our online voting platform which can be accessed anywhere.
 - Zhang states that at this point he feels we should move from an electoral process to an appointed process, as there is a greater chance of having a fairer process via appointment.
 - Lee asks for clarification that if an interview is the path forward, who would be sitting on that panel? LeBlanc states that decision is up to the Board.
 - LeBlanc suggests that he and the administration can work in the coming days to provide the Board with a few options for alternate means of election/appointment to be brought to the next meeting.

BE IT RESOLVED that the SSUI Board of Directors cancel the 2020-2021 General Elections due to the current concerns from the Provincial and Federal government surrounding the COVID-19 pandemic.

Moved: Zhang
Seconded: Hastir

Motion Carries (7 In Favour, 0 Against, 0 Abstain)

BE IT RESOLVED That the SSUI Board of Directors directs the President and Administration to explore alternative methods and solutions regarding the 2020-2021 General Election cancellation.

Moved: Zhang
Seconded: Patel

Motion Carries (7 In Favour, 0 Against, 0 Abstain)

VII New Business

- Zhang notes that Karkar had requested a Leave of Absence for this meeting.

BE IT RESOLVED That the SSUI Board of Directors approve the Leave of Absence requested by Yash Karkar for the 274th meeting.

Moved: Lee
Seconded: Hastir

Motion Carries (7 In Favour, 0 Against, 0 Abstain)

VIII In-Camera Session

BE IT RESOLVED that the SSUI Board of Directors enter in-camera session with ex-officio members.

Moved: Lee
Seconded: Zhang


Motion Carries (7 In Favour, 0 Against, 0 Abstain)

DiViesti, Lucido-Bezely, Defreitas and Dubé exit the meeting.

Due to a lack of quorum, the meeting could not formally be adjourned.

Meeting ended at 10:58 PM

Respectfully submitted by,

DocuSigned by:

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 Secretary of the Board

Adopted by the Board in the meeting
March 17, 2020
of _____,

(Date of Meeting)
 DocuSigned by:

 22ACF6C720EF4E8...
 (Signature of Board Chair)