



Minutes of the 276th Meeting

Board of Directors Meeting
Sheridan Student Union Incorporated (SSUI)

Date: April 13, 2020

Time: 6:00 PM

Location: Video Conference

Directors Present: Xinxin Zhang, Director, TRA, Chairperson
Yash Amitbhai Karkar, Director, DAV, Secretary
Mireille Dubé, Director, DAV
Maiya Samuel, Director, HMC
Ty Defreitas, Director, HMC

Directors Late: Chiragkumar Patel, Director, DAV (*arrived at 6:13 pm*)
N/A

Directors Absent: Michelle Lee, Director, TRA, Vice-Chairperson

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

Ex-Officio Members Absent: N/A

Guests Present: Laura DiViesti, Special Projects Coordinator & CRO, Sheridan Student Union
Jessica Marshall, Vice-President, TRA, Sheridan Student Union
Hanh Ngo, Senior Manager, Finance, Sheridan Student Union

I **Call to order** at 6:05 PM by the Chairperson.

II **Quorum** 5 Board members present. (5 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 276th Board Meeting Agenda as presented.

Moved: Zhang

Seconded: Defreitas

Motion Carries (5 In favour, 0 against, 0 abstain)

V Approval of the 275th Meeting Minutes

BE IT RESOLVED that the SSUI Board of Directors approve the 275th Meeting Minutes as presented.

Moved: Zhang

Seconded: Dube

Motion Carries (5 In Favour, 0 Against, 0 Abstain)

VI Amendment of the 274th Meeting Minutes

- DiViesti notes that the 274th minutes were approved without the minutes indicating the time the meeting finished. Samuel notes that the meeting finished at 10:58, DiViesti amends the minutes to reflect that.

BE IT RESOLVED that the SSUI Board of Directors amend the 274th Meeting Minutes to accurately reflect the time of the meeting ending.

Moved: Zhang

Seconded: Defreitas

Motion Carries (5 In Favour, 0 Against, 0 Abstain)

VII Item One: Quarterly Fiscal Update

- King and Ngo go through the quarterly fiscal update indicating the fiscal health of the organization as of January 31st, 2020.

Patel arrives at 6:13 pm

- Zhang opens the floor to questions from Directors.
 - Zhang asks about the financial condition considering the impacts of COVID-19. King states that there is an anticipated enrollment drop for the upcoming semesters. Adjusting of fees, which will be discussed shortly, will have challenging fiscal implications. Given the uncertainty of our ability to deliver certain services, such as those in our food and beverage outlets, there is a need to analyze that ability and the impacts that could have on our fees being charged. Ngo states that the books have been closed for February, and based on the forecasts, we should still be relatively healthy from a fiscal standpoint for the foreseeable future.

BE IT RESOLVED that the SSU Board of Directors receive the Quarterly Fiscal Update as of January 31st, 2020.

Moved: Patel

Seconded: Dube

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

VIII Item Two: Spring/Summer 2020 Ancillary Fees

- King explains the intent of this business item; this is a very unusual need to discuss this, as these fees were set by the Board last November. The college has reduced their ancillary fees being charged for the spring 2020 semester given that the spring semester will be delivered digitally, and some fees are for services that may not be able to be accessed to their full extent as they can in person.
- King notes that typically we see lower revenue in the spring/summer semester, but we expect this semester to be a larger decrease in enrollment numbers and therefore revenue. The spreadsheet provided to Directors provides two options for the decrease of fees. The first option is a reduction of \$73 total from the campus safety fee, building operating fee, student life fee, club fee, building fee and capital fee. The second option is a reduction of \$75 total through the elimination of the student life fee, building fee and capital fee.
- Management recommends option 2 as it is the easiest to explain to the student body, saves more money, and as the student life fee has to charge HST, it will also reduce the need to pay that adding a few extra dollars of savings. They are looking to ensure that the summer semester is as affordable as possible and ensures that students are getting the value they are paying for.
- Zhang asks if this will result in double the deficit originally planned for; King informs him that yes that is correct.
- No further questions are brought forward.

BE IT RESOLVED THAT the SSU Board authorizes adjusting the 2020 Spring / Summer term fees, removing the Student Life Fee, SSU Building Fee and SSU Capital Fee collection for the 2020 spring / summer term only, and further, that SSU management be directed to work collaboratively with Sheridan College to immediately reassess and establish 2020-21 Fall and Winter term fees and collection strategies in response to evolving COVID-19 challenges.

Moved: Patel

Seconded: Dube

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

Ngo leaves the meeting.

IX Item Three: COVID-19 Update

- LeBlanc provides another update regarding the COVID-19 pandemic and the SSU's response.
 - The Campus Wellness Strategy is still being rolled out from the college. LeBlanc will update the Board with a document in the SharePoint after the meeting about the strategy. The SSU is involved in each pillar which is great to see as we share the same commitment to student health and wellness as the college does.
 - The Food First gift card program is working well; approximately \$25,000 worth of gift cards have been purchased to provide students the ability to access food from their local grocery store. The college is assisting us in the process through their advisement teams, and contributions from the division of students to support the program. The program could see this become a permanent fixture of the service in the future.
 - Zhang asks if they have already started to be distributed; LeBlanc informs the Board that as of April 9th, 57 cards had been distributed.
 - The Office of Sustainability is looking at partnering with SSU on the Bike Hub; more updates will come to the Board in the future.
 - A challenge arose over the weekend with a club seeking to be on campus to distribute PPE when the campus is closed. Lucido-Bezely informs the Board that a respectful request from Zhang was sent to her seeking access to the campus for PPE distribution that was given to the club by the Chinese embassy. She informed the student that due to the legal obligation to stay closed as a non-essential business they were unable to accommodate the request. The club president then aggressively reached out to security seeking access, and the group came on campus despite not having the approval to distribute the item, at which point security asked them to leave, so they relocated to the Rabba parking lot across the street from campus. The club president emailed Maria stating they had 98 kits left to distribute and asked for help distributing them, but due to the lack of staff on campus to be able to assist in mailing them it could not be done. The College's Chief Risk Officer came onto campus to try and assist the student as best as possible; had the college or security had enough notice, they may have been able to assist in mailing them out.
 - Zhang states he was not aware as to how much it has escalated and apologizes on the club's behalf. He states he will speak to the student to get clarification on the matter. LeBlanc asks Zhang not to involve himself as this needs to be dealt with through the proper channels of our clubs department. They were not made aware of any of this until the incident had gotten to security. Zhang states that he is hoping to connect simply to seek clarification on why the student thought it was an acceptable course of action and that by doing what he did, he has jeopardizes the college and the club.

X Absence Approval

- Patel notes that at the 268th meeting, he was absent due to his class conflicting with the meeting time. When the meeting was scheduled, he had not yet received his schedule and was unaware he would be unable to attend. He states that he is seeking a retroactive leave of absence.

BE IT RESOLVED that the SSUI Board of Directors approve the Leave of Absence request for Chiragkumar Patel for the 268th meeting on January 8th, 2020.

Moved: Karkar

Seconded: Samuel

Motion Carries (5 In Favour, 0 Against, 1 Abstain)

XI New Business

- LeBlanc notes that this is Lee's third absence from a meeting, resulting in an automatic vacation of her seat.

XII In-Camera Session

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

Moved: Zhang

Seconded: Dube

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

DiViesti, Lucido-Bezely and Marshall leave the meeting.

XIII Adjournment

BE IT RESOLVED that the SSUI Board of Directors adjourn the 276th Meeting of the Board.

Moved: Zhang
Seconded: Patel

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

Meeting adjourned at 8:10 PM

Respectfully submitted by,

DocuSigned by:
Yash Anantbhai Karkar
Yash Karkar
8F6725F96775468...
Secretary of the Board

Adopted by the Board in the meeting
of April 13, 2020,

(Date of Meeting)
DocuSigned by:
Xin Xin Zhang
22ACF6C720EF4E5
(Signature of Board Chair)