SSU

Meeting #:	307
Date:	July 26, 2021
Time:	1:00 PM [EST]
Location:	Teleconference (Zoom)

Director	In Attendance	Calling In	Absent	Late (Time Arrived)
Chairperson: Sarah Jewell	X			
Vice-Chairperson: Kashyapkumar Patel	X			
Rhema Javed	X			
Hasan Iqbal	X			
Riddhi Mihir Shah	X			
Tejaswini Shah	X			
Rashad Haque	X			
Quorum is reached with 5 of the required 7 directors being present.				

Ex-Officio Member	In Attendance	Calling In	Absent	Late (Time Arrived)
Jamie (James) King, General Manager	X			
Kyle Budge, President	X			
Maria Lucido-Bezely, Dean of Students			X	
Saz (Sarah) McKean, Board Secretary	X			

Guests In Attendance	Gaby (Gabrielle) Moryoussef, Vice President
	Hanh Ngo, Senior Finance Manager
	Mia Fatrlda, Senior Manager - Marketing, Communication and Creative

Agenda Item 01	Call to Order

Notes:
- Meeting is called to order by Sarah Jewell at 1:13PM [EST].

Agenda Item 02	Roll Call

Notes:
- The Board has reached quorum and are able to proceed with the meeting.

Agenda Item 03	Opening Remarks

Notes:
- N/A

Agenda Item 04	Approval of Current Meeting Agenda
Motion:	I move that we approve the Agenda for the 307th SSU Board Meeting.
Moved By: Tejaswini Shah	Seconded By: Kashyapkumar Patel

Notes:
- Saz and Kyle mention they shifted the order of the original agenda posted.

Motion Carries		
For:	**Against:**	**Abstain:**
7	0	0

Votes:

Agenda Item 05	Approval of the Previous Meeting Minutes
Motion:	I move that we approve the 306th Meeting Minutes, as presented to the Board.
Moved By: Rhema Javed	Seconded By: Tejaswini Shah

Notes:
- N/A

Motion Carries		
For:	**Against:**	**Abstain:**
7	0	0

Votes:

Agenda Item 06	Declaration of Conflicts of Interest

Notes:
- N/A

Agenda Item 07	Get Connected

Notes:
- Mia shared her screen to show the Board SSU uniform chosen. It is what you can wear when representing the SSU Board.
- Will be receiving another shirt/sweater/etc. for general SSU as well.
- The Board will receive links to pick for the Board uniform and general SSU shirts.
- Alissa has been meeting with some of the Board individually about the elections.
- Mia thanks everyone for all the content coming in and being leaders in that space, saying that she believes that this will help out a lot for the by-election and even the next election.

Agenda Item 08	Finance Literary Introduction

Notes:
- Jamie adds some context, based on feedback from Board members, some Board members wish to build their financial literacy and it will help with their general oversight of the organization.
- Hanh shares her screen to a guide for directors that has been put into SharePoint, by the CPA. Jamie reviews the table of contents, surrounding the variety of financial statements that are presented to a board at any given meeting, descriptions of what they are, of what the directors should be looking out for, and some ideas of how the directors can further understand financial statements.
- Jamie recommends to the Board, especially before the upcoming finance meetings, to go through areas of the guide as assistance. This resource for all Board members will be available throughout the year.
- Jamie mentions the interest in creating a finance committee on the Board, having sourced some training through Charity Village with a certificate that can be secured for finance committee members for sure and those that are interested.
- Hanh goes to explain 2 documents, which Jamie explains their intent is not to fully explain but to make the Board aware of them, because on the August 9th Board Meeting Hanh will walk through the budget in detail.
- Hanh shares her screen to show and review a memo that was made in October 2020 by Kyle, Hanh, and Jamie of the proposed SSU 2021-2022 Fee. Jamie explains this document outlines one of the SSU's major revenue sources and the Board happen to set the fee for that resource, which is the Student Experience Fee.
- Hanh shares her screen to show and review the 2021-2022 Operating Budget Overview. Most of this will be more thoroughly presented on August 9th. Hanh reviews what will be outlined at the next meeting, highlighting graphs and numbers of the operating budget to show current budget and what changes have occurred.
- All finance documents will be available in SharePoint.
- Before next meeting, see if any Board members are interested in joining the Finance Committee. It will be set on August 9th.

Agenda Item 09	Executive Updates

Notes:
- VP Positions: In the process of hiring two new VPs for TRC and Davis. There were a lot of people applying for both positions from HMC, and we can't hire if they aren't from that campus. We should have them hired in the next two weeks. They won't be at the next board meeting but will be at the one after.
- Kyle is having a staff meeting this week, where it is mostly working on the reopening plan and figuring out the most efficient way to open in-person services.
- The Food and Beverage focus group, which has not been created yet, met with Compass. Compass is the parent company of Chartwells. Kyle is going to work with a rep that is doing research on what other post-secondary is doing to get resources and information. Kyle will then compile all those resources to make a focus group agenda/presentation, which he hopes to host at the beginning of the term for new students and returning. Will be combining all campuses to hopefully get more feedback and ideas of how they want food services to work and operate in the coming year. Every director is invited to join.
- The first Student Refugee Committee meeting took place last week, where Tejaswini and Saz attended. They explain that the meeting was mostly an update on where everything is going for the three refugees and that they are going to be coming to Canada mid to late August. Otherwise there have not been any major updates yet. SRP committee has biweekly meetings. Kyle will connect Tejaswini and Saz with Mia to further organize marketing.

Agenda Item 10	Ancillary Fee Committee Update

Notes:
- Members: Rashad, Tejaswini, and Riddhi
- Kyle wants them to update about what the experience was like and if they learned anything.
- Tejaswini says that Jamie gave a great orientation where she had asked many questions and learned a lot.
- They were generally observing to understand and learn how the committee works. They expressed that they learned a great deal.
- Jamie has identified that one SSU fee is up for review, the building fee. They have a lot to say and share with the committee about that.

Agenda Item 11		SSU Scholarships	
Motion:	I move that we approve the proposal, as presented, to donate $250 000 from the SSU General Reserve to Sheridan's Financial Aid department to help support students, with $50 000 of the $250 000 reserved and held by the Financial Aid Department to roll forward to the 2022/2023 school year to continue supporting students.		
Moved By:	Rashad	Seconded By:	Riddhi Mihir Shah

Notes:
- The new proposal for the SSU 2021/22 school year SSU Scholarships with $250,000 gift.
- $200,000 is being used 2021/22 year and $50,000 reserved to roll forward to the 2022/23 school year.
- A full ride scholarship for 2 students that are deserving.
- SSU Scholarship proposal is on SharePoint.
- SSU Scholarship ($20,000) eligibility criteria: full-time domestic students, demonstrate financial need, and a GPA of 3.8 or higher.
- Any money not used will be shifted to next year's scholarship.
- Multi-year support that the SSU wants to continue.
- SSU Bursary ($130,000) eligibility: full-time domestic and international, demonstrate financial need, and a GPA of 3.0 or higher.
- SSU Diversity in Education Awards ($50,000) eligibility: full-time domestic or international, demonstrate financial need, and self-identify as Black, Indigenous, Person of Colour, or 2SLGBTQ+
- Generally, we are not going to collect names for financial support, however, are going to be doing a small profile of those getting the SSU Scholarship.
- Doing a general SSU award piece, not doing a bio at all. It will be talking about the communities, not the specific people that receive the awards.
- Possibility of carrying over the $50 000, putting it into an equity fund to gain interest to support students. Short term it isn't big, but long term it will be.
- A summary of how Sheridan will recognize the SSU support is included in the proposal.
- The Center for Equity and Inclusion will be handling the proper and acceptable terms for the SSU Diversity Award, explaining that generally if a person is a marginalized student that is in financial need, they are eligible.

Motion Carries			
Votes:	For:	Against:	Abstain:
	7	0	0

Agenda Item 12	HMC2A Construction Update 01

Notes:
- In the meetings, the main contact is Lucas that gives the updates about the construction.
- There has been no COVID cases in the past month on site.
- Gaby shares her screen to show the most up to date pictures of the building.
- September/October time will be internal furnishings.
- Running under their 9 and half week delay, currently working on inspections and safeties.
- There are wheelchair accessible doors for all entrances.
- Working on electrical for the restaurant, the HMC pub, referenced as 'The Station.'
- SSU building will be on the 3rd floor.
- The fitness facility, running track, and gymnasium is coming along well.
- There will be a grand opening that the Board will be invited to.

Agenda Item 13	Campus Opening Update

Notes:
- Basically, planning how to return to campus and how to plan events and open in-person services.
- Sheridan will be following other Ontario colleges, for example if Sheridan was to follow Seneca, who mandated vaccines for staff and students then Sheridan will do that as well.
- Because offices are still under construction, we are not planning to go back in full capacity in September or October.
- Food and beverage, soft opening tentatively on November 1st. Planning to only open Booster Juice, the Coffee House, and the Coffee Loft at TRC and Davis. HMC doesn't have food services, at the moment. Thinking of opening club spaces for students to have hang out spaces, see friends, or have a quiet space.
- Kyle says that AGM will more likely be virtual. Kyle and Sarah will be in-person on campus recording as the hosts.

Agenda Item 14	New Business

Notes:
- Rashad asks about Discord and Office Hours.
- Kyle explains that the More Feet on the Ground training is available and wants the Board to finish it as soon as possible so that he can purchase the more advanced training for everyone.
- Rhema asks about any updates about the President's Advisory Council to the Board of Governors. The council works alongside the Board of Governors.
- The nominations are opening at the beginning Monday September 13th, only going for a week. Campaigning period a few weeks later, and last week of September will be voting. Winners will be announced the first week of October.
- The first meeting will be either at the end of October or the beginning of November.

Agenda Item 15	Adjournment		
Motion:	I move that we adjourn the 307th Meeting of the Board.		
Moved By:	Sarah Jewell	Seconded By:	Riddhi Mihir Shah

Notes:
- N/A

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<tr><td colspan="4" align="center">Motion Carries</td></tr>
<tr><td rowspan="2">Votes:</td><td align="center">For:</td><td align="center">Against:</td><td align="center">Abstain:</td></tr>
<tr><td align="center">7</td><td></td><td></td></tr>
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Special Instructions/Interpretations:
- Meeting is adjourned by Sarah Jewell at 2:14PM [EST].

Documents referenced:
- 307th Board Meeting Agenda [edited]
- 306th Board Meeting Minutes
- A Guide to Financial Statements of a Not-for-Profit Organizations
- SSU 2021-2022 Fee Setting
- 2021-2022 Operating Budget Overview
- SSU Student Support 2021-2022

Respectfully submitted by,

Sarah McLean
_____
(Signature of Secretary of the Board)

Adopted by the SSU Board of Directors in the meeting of

August 9, 2021
_____
(Date of Meeting)

Sarah Jewell
Sarah Jewell (Aug 9, 2021 16:40 EDT)
_____
(Signature of Board Chairperson)