



SENECA STUDENT FEDERATION INCORPORATED
Board of Directors' Meeting

AGENDA
Public Session

Markham Campus
Boardroom MI000

Monday, July 20, 2015
7:00 p.m.

Student Representatives Present: (Voting Members)

Issa Kader Ahossivo	Director (via teleconference)
Kristen Berkeley	Director
Harrieth Fraser	Director
Liam Heffernan	Director (via teleconference)
Allan Martin	Director
Joan Rupram	Director

Student Representatives Present: (Non-Voting Members)

Aida Bakhtyieva	President, SSF Inc.
Violetta Genova	Vice President, Seneca@York, SSF Inc.
Nicola Lau	Vice President, Markham Campus, SSF Inc.
Ali Nasser	Vice President, King Campus, SSF Inc.
LeNea Richardson	Vice President, Newnham, SSF Inc.

Non-Voting Members Present:

Christine Blake-Durie	Dean of Students, College
Mario Di Carlo	Director, Seneca Student Federation Inc.
Brenda Fairbanks-Smith	Manager, Corporate Administration/Recorder, SSF Inc.
Ben Kropp	Chair, SSF Board of Directors
Maurice Platero	College Representative, College

Regrets

Jason Stober-Baboushkin	College Representative, College
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Guests

Mukesh Gurnani	Student
Nick Pavlakos	Manager, Finance & Administration, SSF Inc.
Andy Taylor	Coordinator, King Campus, SSF Inc.

1. Acceptance of Agenda

Additions to the agenda include:

- Approval of Minutes from Thursday, May 21, 2015 and Sunday, June 14, 2015
- Changes to Election Policy

It was *MOVED* by Kristen Berkeley, and *SECONDED* by Joan Rupram, “that the SSF Board of Directors’ approve the agenda as amended”.

C A R R I E D

Declaration of Conflict of Interest

None.

2. Approval of SSF Board of Directors’ Public Meeting Minutes from Thursday, May 21, 2015 and Sunday, June 14, 2015

It was *MOVED* by Allan Martin, and *SECONDED* by Kristen Berkeley, “that the SSF Board of Directors’ public meeting minutes from Thursday, May 21, 2015 and Sunday, June 14, 2015, be accepted as presented”.

C A R R I E D

3. In Camera

It was *MOVED* by Joan Rupram, and *SECONDED* by Kristen Berkeley, “that the SSF Board of Directors’ move into In Camera at 7:22 p.m.”.

C A R R I E D

Guests exit meeting at 7:22 p.m.

Public meeting reconvenes at 9:00 p.m.

4. Changes to Election Policy

The Election Policy was revised in 2006, 2012, 2013 and February of 2015 and is provided to any student who wishes to run in an SSF election. The proposed changes to the Election Policy are to correct a number of spelling errors. No other changes to the Election Policy will be made.

It was *MOVED* by Kristen Berkeley, and *SECONDED* by Joan Rupram, “that the spelling errors in the current Seneca Student Federation Election Policy be corrected”.

C A R R I E D

5. Proposed By-Law (6.02, 6.05, 6.09, 7.01, 7.02, 9.01, 12.03 & 12.07) Amendments

The proposed By-Law amendments (along with the proposed amendments to the Operating Policy), were provided to the SSF Board of Directors’ members, via e-mail, on June 3, 2015 for their input. Proposed By-Law changes were also posted to the SSF’s social media channels to give notice to all full time students and to ask for their input.

Changes to the By-laws with regard to the President, will be addressed at a later date.

Christine Blake-Durie joins meeting at 9:12 p.m., via teleconference.

Since members are familiar with the proposed By-Law changes, all changes will be voted on in a group, excluding 12.07 (SSFC Central Level quorum).

It was *MOVED* by Harrieth Fraser, and *SECONDED* by Issa Ahossivo, “that the SSF By-Law amendments, excluding 12.07, be approved and take effect immediately”.

CARRIED

The SSF Board of Directors’ may suspend any By-Law at any time.

Proposed By-Law 12.07 Amendment

The spirit of By-Law 12.07 was that all SSFC members be in attendance at the Central Level meetings, to ensure they are aware of what is being discussed and voted on. Attendance at meetings could also include being at the meeting in person, by proxy, e-mail and video/teleconferencing. The proposed change is to ensure everyone is included in discussion and decision making.

It was *MOVED* by Allan Martin, and *SECONDED* by Joan Rupram, “that quorum at the SSFC Central Level meetings be a minimum of four voting elected members, one of which must be the President”.

CARRIED

6. Operating Policy 10.05 (c) II

It is felt that the authority level of \$1,000.00 for the Executive Director is too low and should be changed to \$2,500.00. Only items valued at over \$2,500.00 would be considered a capital item. All reference to computers of any value should also be removed.

It was *MOVED* by Joan Rupram, *SECONDED* by Kristen Berkeley, “that Operating Policy 10.05 (c) II be amended to raise the capital expenditure limit for the Executive Director to \$2,500.00”.

CARRIED

7. Proposed Amendments to the Operating Policy 10.05 (c) IV

The suggested amendment reflects the need of the Executive Director to have the authority to make financial decisions in the best interest of the Federation, in order to maintain normal, regular operations of the SSF Inc. (excluding programming).

Members agree to leave the authority level for the Executive Director at \$1,000.00, but allowing the ED to exceed this limit in order to operate normal business. Expenditures are to be as transparent as possible with anything unusual being brought to the appropriate levels.

It was *MOVED* by Kristen Berkeley, and *SECONDED* by Joan Rupram, “that Operating Policy 10.05 (c) VI be amended to allow the Executive Director to exceed the financial limits in the case of normal operating business”.

CARRIED

8. Review of the Process by Which the Seneca Student Federation Expend Student Funds

Deferred.

9. Appointment of the Chief Electoral Officer

The Seneca Student Federation will hold their By-elections in October 2015. Nancy Oomen has acted as the Chief Electoral Officer for the past three, possibly four, SSF elections. It is Mario Di Carlo's suggestion that Nancy continue in this role in the upcoming By-election. A flat fee of \$5,000.00 is paid for each election process. Although there is currently no official job description for the CEO, the main responsibility is to ensure the integrity of the election.

It was *MOVED* by Harrieth Fraser, and *SECONDED* by Issa Ahossivo, "to approve Nancy Ooman as the Chief Electoral Officer for the upcoming SSF By-election"

C A R R I E D

Nancy will be invited to an upcoming SSF Board of Directors' meeting.

10. New Business

a) Residence Exploratory Committee

Liam Heffernan would like to create a Residence Exploratory Committee to investigate some complaints he received during the past year, regarding quality of service and treatment of students. It is suggested that Liam speak with Christine Blake-Durie after tonight's meeting since any possible issues should be addressed immediately. Aida Bakhtyieva will also work with Liam and Christine.

b) Exploratory Federal Debate Election Committee

Allan Martin would like to create and chair this committee to organize a debate during the third week of September involving the three major parties. It is also suggested that all parties be included. The first debate would be held at Newnham campus. Allan will work with LeNea Richardson, regarding dates, logistics, etc.

Christine suggests Allan speak with Jon Olinski, who works in Seneca's Government Relations department, who could help to coordinate the debate and also be a resource. Christine will provide Allan with Jon's contact information.

It was *MOVED* by Joan Rupram, and *SECONDED* by Liam Heffernan, "to approve the creation of an exploratory Federal Election Debate Committee with Allan Martin acting as chair".

C A R R I E D

c) Non-refundable Tuition Deposit

The college has introduced an increase from \$400.00 to \$500.00 in the tuition deposit for domestic students. Also newly introduced is that this deposit is now non-refundable. Christine will speak to the Registrar for an update and provide this information to all Board members. Christine will also research this amount to

determine if it is a standardized fee and will also provide examples of larger schools for comparison.

d) Fee Structure

Ali will be sending an e-mail to Joy McKinnon and Krista Bigley, Admissions/King, asking for their support in investigating why certain fees are being charged twice. The SSF Board of Directors members' support of the investigation into this matter will also be expressed in this e-mail. Seneca currently uses the program based fee structure, while other colleges use the course based fee structure. Christine will assist.

e) Water Fountain at Seneca@York

Since Board members have not seen the supporting documents regarding this purchase, this item will be deferred to the next Board of Directors' meeting.

11. Date and Time of Next Meeting

Tuesday, August 18, 2015
Newnham Campus
7:00 p.m.

12. Adjournment

It is *MOVED* by Harrieth Fraser, and *SECONDED* by Joan Rupram, "that the public session of the SSF Board of Directors' meeting be adjourned at 10:47 p.m.".

CARRIED