



SENECA STUDENT FEDERATION INCORPORATED
(@York) Local Branch Council Meeting Minutes
PUBLIC SESSION

Seneca @York
Video Conference(College closed due to COVID-19)

March 25, 2020
3:00p.m.

Student Representatives Present: (Voting Members)

Palak Chawla	Vice President/Chair, Seneca@York/SSF Inc.
Krishna Amin	Coordinator, Seneca@York/SSF Inc.
Shrey Pandya	Coordinator, Seneca@York/SSF Inc.

Student Representatives Regrets: (Voting Members)

None

Student Representatives Absent: (Voting Members)

None

Guests Present:

Samir Abdi	Manager, Seneca@York/SSF Inc.
Camila Ruiz	Communications staff – Minute taker

1. Call to Order

This meeting is called to order at 3:06 p.m.

- The Seneca@York LBC Meeting #11 for the 2019/20 term was called to order at 3:06 p.m. by VP, Palak.

2. Introductions/Announcements

Palak:

- Next semester, May, is going to be delayed. The summer semester may start on May 19 as per the discussion with the Dean of the Students. This means that the enrollment might be delayed as well.
- College is close until further notice.
- June convocation is cancelled. There will be a convocation in October.
- College will be giving refund to students for parking, One card and residence for the rest of the semester.
- Students on residence can either stay on the Residence or move out and get a refund.
- Real Campus is available for every Full time student.

Samir:

- Annual General Meeting happening on Apr. 1 at noon. Mario has tasked Seneca@York to be responsible to do the promotions for this event. Samir is working with Camila, Patrick and Joy to do it.

3. Acceptance of Agenda for March 25, 2020

It was MOVED by Shrey Pandya and SECONDED by Krisha Amin, “that the agenda for March 25, 2020 be accepted as presented”.

3:0:0 C A R R I E D

Additions:

- i) Amendment for discussion of Final Report- York.

It was MOVED by Shrey Pandya and SECONDED by Krisha Amin, “that the agenda for March 25, 2020 be accepted as amended”.

3:0:0 C A R R I E D

4. Confirmation of Minutes March 10, 2020

It was MOVED by Palak Chawla and SECONDED by Krisha Amin, “to accept March 10, 2020 meeting minutes as presented”.

3:0:0 C A R R I E D

5. New Business

- a) Online support – Staff hours, needs etc

Discussion

- Online support and Real Campus. SSF have had a conversation with them and now the service is available for every Full -time domestic and international student.
- This service is online, they just need to click on the link on SSF website.
- Samir wants to have a discussion with Real Campus to be inform about how this system works.
- Krisha asked for a solid explanation about this website.

- Samir will contact Roel to get more information about this site and maybe get the frequently ask question to create an infographic.
- There is a live chat activated on SSF website so Palak asked council to give her the hours the can committed to respond.
- Samir discussed the staff hours. All staff will get pay 10 hours per week until Apr. 3, but the staff that is putting more hours will get compensated for it. He has asked these few staff members to track their hours.

b) Prizes gift card

Discussion

- Every programming initiative will be from central. SSF@York can give ideas and present it to central, but all the programing will come from them and they will take charge.
- Employee Appreciation Day is cancelled. Krisha commented that the volunteer appreciation day should not be cancelled, and that SSF@York could give them a virtual gift card.
- Samir discussed that the information should be consistent. Central should inform SSF@York of any initiatives.
- Palak mention that council members need to come up with some engaging games and ways to connect with students during the quarantine, that can be presented to Central. Camila suggested the app called House party. Krisha said it was a good idea, but that SSF should not and can not be involved for monitoring the quorum of the app all the time.

c) Clubs and associations

Discussion

- There will only be virtual meet-ups.
- Reimbursement will be done by email.
- Transition about next semester needs to be given to Clubs executives. Brenda from Central will be drafting an email.

d) Students support

Discussion

- Palak requested Shrey to post a positive quote everyday on Seneca York Instagram account. Also, to post about online election.
- Krisha discussed, for student's support, that the main support students need right now is groceries or gift cards.
- Palak mention to create a highlight with a "contact your council" tab with their information and photo so they can assist any students.
- Palak asked Camila to contact Noa to start the coordination of designing this tab.

e) College update

Discussion

- Palak mention that College is closed, and professor are doing a great job by moving everything to online classes.
- Students can go to college just to empty out their lockers or to get loaner laptops. They will need to present their One card to be able to enter.
- Students can either stay on the residence or move out. If they decide to move out, they will get a refund.

f) Council transition report

Discussion

- Palak send a document by email to council members about the transition report. Krisha and Shrey will need to fill it out and finish it.
- If they have any questions, they can ask Samir, who has already filled one of these documents out.
- The deadline to submit this report is Apr. 20. There will not be any further deadline.
- Palak asked council to start working on it because it is very lengthy.
- Samir and Palak encourage council members to put as much information as they possible can.

g) Online Workshop list

Discussion

- Palak asked council to check the list and give her the names of the workshops that they recommend.
- The recommendations are: Getting work done like a boss, feelings 101, stress management, keeping your stress in check and ask me anything.
- This recommended list will be sent to central by Palak.

h) Council programming plan

Discussion

- None.

i) Final Report- York.

Discussion

- Samir will confirm price of the fridge
- Samir, Palak and Nick went over the report and they realized there were numbers that did not match up.
- Samir will check the invoice with Ann

- There were amounts like cookies and coffee that should have been charge to central and not SSF@York
- Samir could not see reflected the deposits Rec and Freedom did for Fall Frosh.

6. Members' Reports

Due date Apr. 10, 2020

Transition report due on 20th April 2020(or as directed by Central)

7. Assistance needs from Manager

- Write to Mario to revise the final report and confirm the amounts
- Send AGM previous presentation example to Palak.

8. Items to be Taken to the Central Level

Shrey and Krisha will send their items to Palak by Mar. 26 by 10 am.

9. Date and Time of Next Meeting

To be defined but will be on the week of Apr.6, 2020.

10. Adjournment

It was MOVED by Palak Chawla, and SECONDED by Krisha, "that no further business is to be discussed and this meeting is adjourned at 5:11 p.m."

3:0:0

C A R R I E D