



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

Newnham
Tele Conference (College closed due to COVID-19)

May 25, 2020
11:00 a.m.

Student Representatives Present: (Voting Members)

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| Palak Chawla | Vice President/Chair, Newnham/SSF Inc. |
| Sonia Hoxha | Coordinator, Newnham /SSF Inc. |
| Raj Raval | Coordinator, Newnham /SSF Inc. |
| Ritik Sharma | Coordinator, Newnham /SSF Inc. |

Student Representatives Regrets: (Voting Members)

None

Student Representatives Absent: (Voting Members)

None

Guests Present:

| | |
|-------------------|---------------------------|
| Ammar Abdulatheem | Manager, Newnham/SSF Inc. |
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1. Call to Order

This meeting is called to order at 11:19 a.m.

- The Newnham LBC Meeting #2 for the 2020/21 term was called to order at 11:19 a.m. by VP, Palak.

2. Introductions/Announcements

- VP, Palak Chawla informed in the meeting about the allocation of sub- committees of Seneca Student Federation to each council member.
- VP, Palak Chawla also informed the council about COCA(Canadian Organization of Campus Activities) and Seneca service fair happening between Tuesday, May 26, 2020 to Friday, May 28, 2020 and encouraged the council to participate in the same.

3. Acceptance of Agenda for May 25, 2020

It was MOVED by Raj Raval and SECONDED by Ritik Sharma, “that the agenda for May 25, 2020 be accepted as presented”.

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

4. Confirmation of Minutes May 14, 2020

It was MOVED by Sonia Hoxha and SECONDED by Ritik Sharma, “to accept May 14, 2020 meeting minutes as presented”.

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

5. New Business

a) Other business

Discussion

- Sonia Hoxha volunteered for participating in the Seneca service fair and will communicate more information about the event to the other council members after attending the fair.
- VP, Palak Chawla brought forward the discussion about the sub- committees in Seneca Student Federation and the recommendation for the approval of name of council members are sent to the President, Krisha Amin.
- VP, Palak Chawla discussed with the council members about the video presentation and has requested to submit each individual video allocated for the presentation to the Newnham Campus.
- VP, Palak Chawla also provided with the division of various committees of the college to represent Seneca Student Federation in those meeting.
- The VP, Campus Manager and council members discussed about the new directive as issued by the President, Krisha Amin for the summer semester.

6. Members' Reports

- VP, Palak Chawla informs council members that member's report will be due on 10th June, 2020 for the month of May.
- And also VP, Palak Chawla guided that Coordinators must submit their report to their VP, Palak Chawla and VP shall submit theirs and their council's report to the President, Krisha Amin.
- Member's report template is available for the council members from the documents under the SSF Newnham Council in Microsoft Teams.

7. Assistance needs from Manager

- None as of now

8. Items to be Taken to the Central Level

Central:

Ammar Atheem, Campus manager discussed with VP, Palak Chawla about the Grammarly software availability for the students. And requested to have a conversation with the President, Krishna Amin.

9. Date and Time of Next Meeting

Date: 08th June 2020

Time: 11.30 am

Venue: Microsoft Teams Meeting (Invite will be sent by VP, Palak Chawla)

10. Adjournment

It was MOVED by Ritik Sharma, and SECONDED by Sonia Hoxha, “that no further business is to be discussed and this meeting is adjourned at 11:45 a.m.”

3:0:0

C A R R I E D