



SENECA STUDENT FEDERATION INCORPORATED
SSF Board of Directors Meeting
PUBLIC SESSION

Zoom Meeting

Monday, August 30, 2021
10:30 a.m. to 12:30 p.m.

Student Board Representatives Present: (Voting Members)

Tee Dang	Director, SSF Board of Directors/SSF Inc.
Jinyoung (David) Jeong	Director, SSF Board of Directors/SSF Inc.
Grushika Juneja	Director, SSF Board of Directors/SSF Inc.
Jaskirat Kaur	Director, SSF Board of Directors/SSF Inc.
Antonette (Toni) Pettit	Director, SSF Board of Directors/SSF Inc.
Akarshannoor Singh	Chair/Director, SSF Board of Directors/SSF Inc.
Arshdeep Singh	Director, SSF Board of Directors/SSF Inc.

Board Members Present (Non-Voting Members)

Mario Di Carlo	Executive Director/SSF Inc.
Brenda Fairbanks-Smith	Manager, Corporate Administration/Recording Secretary/SSF Inc.
Dr. Gabriel Huston	Faculty Representative/College
Rita Karakas	Board Advisor/SSF Inc.
Ritik Sharma	SSF President/SSF Inc.

1. Call to Order

The meeting is called to order at 10:37 a.m.

2. Land Acknowledgement

Chair, Akarshannoor Singh, provides the following land acknowledgement.

“The Seneca Student Federation would like to acknowledge the land on which its buildings are housed, and where students, faculty, support staff and members of the public gather. This includes the traditional territories of the Mississauga’s of the Credit First Nation, Anishinaabe Nation, Huron-Wendat, the Haudenosaunee Confederacy and the Williams Treaty. We are guests on this space, and it is our shared obligation to respect, honour and sustain the land”.

3. Announcements/Chair Opening Remarks

- Tee Dang has been acclaimed into the position of Vice President, Seneca@York. Thanks to Tee for her contribution to the Board.
- Markham campus SSF positions will remain unfilled until the May 1, 2022 SSF General Elections.
- Board members will be asked to sign the SSF Statement of Confidentiality.

4. Acceptance of Agenda

Today's agenda will be amended to include "Prohibiting of In-person Campaigning During SSF By- Elections".

It was MOVED by Grushika Juneja, and SECONDED by David Jeong, "that the SSF Board of Directors Public Session Meeting Agenda for Monday, August 30, 2021 be accepted as amended".

C A R R I E D

5. Conflict of Interest

None declared.

6. Acceptance of SSF Board of Directors Public Session Meeting Minutes from Monday, July 26, 2021

It was MOVED by Grushika Juneja, and SECONDED by Jaskirat Kaur, "that the SSF Board of Directors Public Session Meeting Minutes from Monday, July 26, 2021 be accepted as presented".

C A R R I E D

7. Executive Director Report

Mario Di Carlo's report was sent to members prior to today's meeting.

Mario reviews his report. A question and answer period follows.

The Finance and Audit Committee is asked to review options on earning interest on SSF funds. They are asked to present this information at the next SSF Board of Directors meeting.

8. SSF President's Report

Ritik Sharma's report was sent to members prior to today's meeting.

Ritik reviews his report. A question and answer period follows.

Ritik is asked to provide further information on the following:

➤ Shuttle Bus

Working with the Travel Committee, Ritik is asked to:

- Speak with the college (who holds the shuttle bus contract as well as funds the service) and come back to the Board with recommendations for an alternate shuttle bus plan, including numbers, focusing on value for money.
- Focus should be placed on the King and Markham campuses with a clear statement from the college regarding re-opening plans.
- To be included in the report to the Board is cost; target population, cost per student, what degree of population will use the service.

➤ Social Media Outreach

Ritik is asked to provide the following:

- Analytics tracking including percentage of increase/decrease of student involvement (new participants?)
- What is return on investment?
- Is there a strategy on costing?
- What are key indicators?
- Cost effectiveness including comparison between the summer semester as compared to the regular year
- How long are participants staying? How many return?
- How are we measuring success; numbers of actual students and not SSF Council/Board members attending events?
- Who are winning prizes (same people winning)?
- The Board also requests a plan and report including a social media calendar, budget requests, and event calendar.

This will be discussed again at the next meeting and will be presented through the Finance and Audit Committee. David will assist Ritik in creating a grid showing comparisons.

Ritik, David and Toni will continue to discuss this item following today's meeting.

➤ Deposit Deadline

- The Board asks to see how time is being spent regarding student questions regarding this item and how many students are requesting assistance.
- Where are questions coming from, i.e. chat, e-mails?
- Is time being spent effectively based on number of students requesting assistance?

9. Disbursement of 2020/2021 Surplus Donation

Documents were provided to members prior to today's meeting. The documents are reviewed. A question and answer period follows.

It was MOVED by Grushika Juneja, and SECONDED by Arshdeep Singh, "to approve the disbursement of 2020/2021 surplus donation as presented".

C A R R I E D

10. SSF Board of Director's Finance and Audit Committee Terms of Reference

Documents were provided to members prior to today's meeting. The documents are reviewed. A question and answer period follows.

The committee will meet once per semester. Findings will then be presented to the Board. It is suggested that SSF Board of Director's Advisor, Rita Karakas, be included as a member of this committee.

It was MOVED by Jaskirat Kaur and SECONDED by David Jeong, "to include the SSF Board of Director's Advisor to the SSF Board of Director's Finance and Audit Committee".

C A R R I E D

Board members will be contacted to determine who would like to sit on this committee.

11. Prohibiting of In-person Campaigning During SSF By- Elections

Since some students will be on campus during the fall semester when the SSF By-Elections will take place, and to ensure the election is fair for all candidates, it is recommended that no in-person campaigning be allowed. To ensure a fair election, it is recommended this item be added to the Election Policy.

It was MOVED by Grushika Juneja, and SECONDED by Toni Pettit, "to prohibit in-person, on campus campaigning".

C A R R I E D

Members are in agreement that should a candidate be found to be campaigning on campus, they will be disqualified from the election. To ensure reports of on campus campaigning are accurate, Nancy Oomen, SSF CEO, will investigate before action is taken. As well, the Board will be informed of any candidate appeals.

It was MOVED by Arshdeep Singh, and SECONDED by David Jeong, "to include disqualification into the Election Policy".

C A R R I E D

12. New Part-Time Positions (2)

Members were provided with supporting documents prior to today's meeting.

It is suggested that two new part-time positions be created. If approved, any budget impact will be reported to the Board.

Discussion takes place regarding posting of these positions before they were approved. Any hiring for these positions will be suspended until approved by the Board. Interviews which have already taken place will be disqualified until a full list of candidates is created to ensure all candidates are measured fairly.

Mario will forward updated job descriptions to the Board prior to approval. Job descriptions will be sent to the Board electronically.

13. Date and Time of Next Meeting

TBD

14. Adjournment

It was MOVED by Arshdeep Singh, and SECONDED by Toni Pettit, "that no further business is to be discussed and this meeting is adjourned at 12:41 p.m.".

CARRIED