



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

Seneca@York
MS Teams Meeting

10th November 2021
10:00 Am

Student Representatives Present: (Voting Members)

Jal Patel	Coordinator, Seneca@York Campus
Jeronimo Ospina-Ramirez	Coordinator, Seneca@York Campus
Karina Lapsiwala	Coordinator, Seneca@York Campus
Tee Dang	Vice-President, Seneca@York Campus

Student Representatives Regrets: (Voting Members)

No regrets

Student Representatives Absent: (Voting Members)

No absences

Guests Present:

No guests

1. Call to Order

It was MOVED by Tee, SECONDED by Karina, “that this meeting is called to order at 10: 5”

Unanimous

CARRIED

2. Announcements

- Today it is Jal’s first meeting.
- It is highly probable SSF services will open on-campus for Winter 2022, a survey is being designed to get feedback.
- Jeronimo might leave the position of Coordinator before his term ends.
- The college has put together a Convocation Committee to work on that issue for next year.

3. Acceptance of Agenda for 10th November 2021

It was MOVED by Jeronimo and SECONDED by Tee, “that the agenda for 10th November 2021 be accepted as presented”.

Unanimous

CARRIED

4. Conflicts of Interest

No conflicts

5. Acceptance of Local Branch Meeting Minutes

It was MOVED by Karina, and SECONDED by Tee, “that the Seneca@York Campus Local Branch Council Public Session meeting minutes for 20th October 2021, be accepted as presented”.

Unanimous

CARRIED

6. Agenda Items

a) Goals for next term:

- Tee has sent a form for council members to fill in what their goals are. The form should be completed and submitted by the end of the week (Friday, November 12, 2021)

b) Class visits:

- Each council member will contact 5 program coordinators to schedule class visits.
- A template email will be used.
- Do not send repeated emails to program coordinators if they oversee several programs.

c) Student engagement via IG

- Karina engages students mainly on WhatsApp.
- Tee wants to create “How to” reels to share on IG.
- Jeronimo hosted an IG Live in collaboration with Seneca International.
- Council does not monitor SSSFYORK account: general questions, no advocacy issues. Samir monitoring account.
- SSSFYORK IG page should be updated to the new council.
- Marketing working on rebranding.

- d) SSF@York virtual office.
 - Waiting for links and promotions.
 - Waiting for approval from President and ED.
 - Schedule already set up.

- e) Updated on Library and Cafeteria
 - Follow-up meeting will happen this Friday with Kurt (Campus Dean) and Alla (Senior Manager Campus Services).
 - Library closes at 7 pm, campus closes later (9 pm), students leave campus because they are not allowed to remain. The cafeteria should ideally be open 7am-7pm
 - Instagram poll should be conducted to determine cafeteria and library operation hours.

- 7. Members report:
 - a. Uneven distribution of work among Council members.

- 8. Committee Update:
 - a. Karina:
 - i. Travel Subsidy Committee has not met yet.
 - ii. Class Representatives Committee: made informal job description, waiting for approval from HR, approval from the board, unpaid vs. paid.
 - b. Tee:
 - i. Ancillary Fees Committee: approved the proposed changes to the Compulsory Ancillary Fees for 2022-23 with the understanding that should an in-person convocation not be possible, a suitable option will be developed in conjunction with the SSF, which may include, but is not limited to, a virtual convocation or other alternatives, including a partial refund of the records fee.
 - c. Jeronimo:
 - i. Clubs Committee: The clubs website will be hosted in the new Seneca's student intranet. The sanctioning process might be adapted for the new website. The committee is gathering feedback to start doing changes to the Clubs and Associations Policy in Winter 2022. The committee will also re-assess the possibility of SSF Board of Directors and Council members to be part of clubs and participate in their activities.

- 9. Assistance needed from Manager:
 - a. Campus Operations: Links for the virtual office.
 - b. Marketing and Communications: promotions of the new space on Instagram and Newsletter.
 - c. Marketing: IG polls for cafeteria and library.

- 10. Items to be brought to SSF Central:
 - a. Status of Travel Subsidy Committee.
 - b. Council hours and wages.

- 11. Date and Time of Next Meeting

Date: 24th November 2021
Time: 10:00 Am
Location: MS Teams

12. Adjournment

It was MOVED by Jal , and SECONDED by Tee , “that no further business is to be discussed and this meeting is adjourned at 11:07am ”.

Unanimous

CARRIED

DRAFT