



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

Seneca@York
MS Teams Meeting

24th November 2021
10:00 Am

Student Representatives Present: (Voting Members)

Jal Patel	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:

Ammar Abdulatheem	Manager, Campus Operations (Newnham Campus)
Ammar Abdulatheem	Manager, Campus Operations (Newnham Campus)

1. Call to Order

It was MOVED by Tee, SECONDED by Karina, “that this meeting is called to order at 10: 12”

Unanimous

CARRIED

2. Announcements

- Today’s meeting started a little late due to technical difficulties
- Test center has reopened at Seneca@York
- Virtual office is starting the week of November 29 and will be trial for 2 weeks

3. Acceptance of Agenda for 24th November 2021

It was MOVED by Jal and SECONDED by Tee, “that the agenda for 24th 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 10th November 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 next week

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.
- Will be drafting email and sending before Beginning on the semester on January 4th

c) SSF@York virtual office update

- Waiting for promotions to be implemented
- The Zoom live will be starting the week of November 29th

d) Updated on Library and Cafeteria

- 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
- Email Ritik for further assistance

7. Committee Update:

a. Karina:

- i. Class Representatives Committee: made informal job description, waiting for approval from HR, approval from the board, unpaid vs. paid.
8. Assistance needed from Manager:
 - Promotion for the SSF@York Virtual Office
9. Items to be brought to SSF Central:
 - a. Status of Class Rep. Committee.
 - b. Council hours and wages.
10. Date and Time of Next Meeting

Date: 8th December 2021

Time: 10:00 Am

Location: MS Teams

11. Adjournment

It was MOVED by Tee , and SECONDED by Karina, “that no further business is to be discussed and this meeting is adjourned at 11:01am ”.

Unanimous

CARRIED