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

Seneca@York
MS Teams Meeting

20th August 2021
1:30 PM

Student Representatives Present: (Voting Members)

Jeronimo Ospina-Ramirez	Coordinator, Seneca@York Campus
Karina Lapsiwala	Coordinator, Seneca@York Campus
Oshin Lamba	Vice-President, Seneca@York Campus

Student Representatives Regrets: (Voting Members)
No regrets

Student Representatives Absent: (Voting Members)
No absences

Guests Present:

Ammar Abdulatheem	Manager

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1. Call to Order

   It was MOVED by Karina, SECONDED by Jeronimo, "that this meeting is called to order at 1:32 PM"

   Unanimous C A R R I E D

2. Announcements

- Jeronimo announced about event survey form and the report was presented by him to the management and council
- Ammar and Oshin were happy to announce about the start of food bank on campus from October but everything is to be finalized soon
- Oshin announced about the canteen services and library to start on campus starting September 1
- Oshin announced that email id's will be created for council member for their SSF business and are waiting for the approval from Mario

3. Acceptance of Agenda for 6th August 2021

It was MOVED by Jeronimo and SECONDED by Karina, "that the agenda for 20th August 2021 be accepted as presented".

Unanimous C A R R I E D

4. Conflicts of Interest
No conflicts declared

5. Acceptance of Local Branch Meeting Minutes

It was MOVED by Oshin, and SECONDED by Karina, "that the Seneca@York Campus Local Branch Council Public Session meeting minutes for 6th July 2021, be accepted as presented".

Unanimous C A R R I E D

6. Agenda Items

a) Committee Updates

- Karina:
  - There will be 3 meetings for the Sexual Assault and Sexual Violence Committee. One in September, one in January, one in April. Karina is in contact with Ritik (SSF President) to have a backup representative in case of unavailability to attend.
  - Class Representatives Committee: council members are doing research and exploring strategies to select the possible candidates. A informal job description was created by each committee members and will be discussed in next meeting.
  - Clubs Committee: working on improving the training delivered to executives. Some changes were to be made which were and informed and the committee is working on it
  - Karina has provided her availability for the Travel Subsidy Committee but hasn't heard back from the Chair regarding upcoming meetings.

- Jeronimo:
  - In an internal email sent on behalf of the SSF President it was determined that Jeronimo would be sitting in the Education Technology Advisory Committee, but he hasn't received any information on upcoming meetings.
  - Foodbank Committee: Foodbank to start on campus by October. Committee members preparing survey for the students before on campus and after on campus foodbank service.

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- Clubs Committee: Jeronimo contacted all the clubs assigned to the Seneca@York Campus representative to supervise. Some executives have already replied with several inquiries. A reply was sent when appropriate, issues requiring committee involvement will be addressed in the next meeting. Jeronimo is helping executives to find members and other members for the club if they need it.

- Oshin:
  - Foodbank Committee: Oshin collected the input from committee members and drafted a survey proposal that was presented to the Managers. Committee members to prepare a two surveys for foodbank that is before on campus service and after on campus service.
  - Got invitations for several committees like Education Technology Advisory Committee, Student Representatives. Tentative acceptance due to upcoming SSF election where Seneca@York Vice-president might change.

b) Trainings & skills development
Oshin mentioned that the Acting Manager of Campus Operations for Seneca@York, Ammar, is encouraging council members to take advantage of certifications and training available to council members for professional or personal growth.

For example: Mental Health First Aid course was offered to council members and clubs executives. Oshin and Jeronimo will participate, Karina has enrolled for CPR training.

Oshin is interested in a Project Management Certification. Karina and Jeronimo will let the VP and Manager know about any specific interests in the future.

c) Feedback on Event Ideas.
Oshin will put together a document with all the ideas from the Seneca@York council, which will be presented to Ritik (SSF President) and Campus Managers.

Nothing is to be changed in the fall event. Karina proposed to have meet and greet with council as an event for fall to boost student engagement

d) Goals for Fall 2021 semester

Council was asked to put together actionable items and goals for Fall 2021 based on experience from Summer 2021. Documents should be ready by the end of August. Goals can be personal and professional (SSF related).

7. Items to be taken to the Central Level

- Invitations for some College Committees have not been received by council members. Councillors cannot be held accountable by the college for not showing up at meetings they didn't receive an invitation for.

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- Event feedback from the council to be discussed in central. Goal for fall semester submitted by the council to be discussed in central

8. Date and Time of Next Meeting

   Date: TBD
   Time: TBD
   Location: MS Teams

9. Adjournment

   It was MOVED by Jeronimo, and SECONDED by Karina, "that no further business is to be discussed and this meeting is adjourned at 2:45 PM".

   Unanimous C A R R I E D

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