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

Newnham | December 6th, 2023
Room F1525/Teams Meeting | 11:00 a.m.

Student Representatives Present: (Voting Members)

Sonia Hoxha	Vice President/Chair, Newnham/SSF Inc.
Vanshika Sharma	Coordinator, Newnham /SSF Inc.
Dhruv Taneja	Coordinator, Newnham /SSF Inc.

Student Representatives Regrets: (Voting Members)

Anxhela Likaj	Coordinator, Newnham /SSF Inc.

Student Representatives Absent: (Voting Members)
None

Guests Present:

Ammar Atheem	Campus Operations Manager, Newnham/SSF Inc.

---

1. Call to Order

   This meeting is called to order at 11:06 a.m.
   - The Newnham LBC Meeting #10 for the 2023/24 term was called to order by Vice-President, Sonia Hoxha.

2. Announcements

   - The College wants the Newnham office to be empty by the end of the semester, so moving will start soon.

3. Acceptance of Agenda for December 6th, 2023

   It was MOVED by Dhruv Taneja and SECONDED by Vanshika Sharma, "The agenda for December 6th, 2023 be accepted as presented".

   2:0:0 C A R R I E D

4. Business:

a) Class Visits

- The Council was asked to contact professors for class visits, but no one was contacted yet. Sonia asked the Council to follow the tasks given to them, to avoid future issues and passed deadlines.

b) Prayer Room

- Manager, Ammar announced the College asked SSF to support the purchase of mats for the multi-faith room.

It was MOVED by Vanshika Sharma and SECONDED by Anxhela Likaj, "To approve $1000 + tax for ordering prayer mats".

2:0:0 C A R R I E D

c) IT Questionnaire

- The Council was sent an email regarding an IT questionnaire to be handed to students. The Council is ok with moving forward with it.

d) Review of Academic Appeal Policies

- Coordinator, Dhruv suggested to make it more accessible for students to file appeals and ask questions regarding appeals. VP, Sonia mentioned Student Life is there to guide students. Dhruv also mentioned that another area for improvement is the waiting times for students to get responses from faculty and staff.
- Coordinator, Vanshika suggested to have the students being able to re-write midterms, as sometimes that could help students have more chances of passing the courses. Sonia mentioned it may already be happening, as it is up to the faculty's discretion to administer tests to students and it could happen to be a previous test, not the final exam necessarily. Vanshika also mentioned that, in order to appeal, the students are required to provide documentation that many times is sensitive. Sonia mentioned that is the only proof the college would have in order to confirm the appeal grounds.
- VP, Sonia will send the suggestions collected by the council back to President, Akarshannoor.

e) Committee Updates

- Vanshika mentioned there are no updates for the Clubs Committee.

- Dhruv mentioned the Off-Campus Trip Committee's approvals for the Winter calendar are still awaiting, and after that the calendar will be sent to Central.

f) Advocacy Issues

- The council discussed a couple of advocacy issues, nothing major.

g) Calendar Discussion

- The Council discussed the Winter calendar with Manager, Ammar and adjusted some details.

h) Other Business

- None.

5. Member's report

    - Biweekly report for the current reporting period will be due on December 29th, 2023.

6. Assistance needed from Campus Manager

    - None.

7. Items to be taken to the Central Level

    - None.

8. Date and Time of Next Meeting

    Date: TBD
    Time: 11:00 a.m.
    Venue: F1525, Newnham Campus

9. Adjournment

    It was MOVED by Dhruv Taneja and SECONDED by Vanshika Sharma, "that no further business is to be discussed and this meeting is adjourned at 12:42 p.m.

    2:0:0 C A R R I E D