

Trent Central Student Association
Meeting #5 of the 2022-2023 Board of Directors
Agenda - Sunday, December 4th, 2022, at 1:00 pm- Virtually

1. Call to Order 1:02 Pm

To begin the meeting.

The meeting took place virtually on zoom.

2. Roll Call

To confirm that we can conduct business by ensuring enough Directors are present.

Chair Rob Monico (he/him)

Present

TCSA President Zoe Litow-Daye (she/they)

VP Campaigns Aimee Anctil (she/they)

VP Health & Wellness Holly Naraine (she/her)

Off-Campus Commissioner Craig Stoddart (he/him)

LEC Prime Minister Deondrae Thompson (he/him)

CC President Campbell Deck (he/him)

TC President Krista Kartick (she/her)

TC Commissioner Aidan Cooke (he/him)

Students with Disabilities Commissioner Emi Habel (she/her)

OC Commissioner Annalise Smart (She/They)

OC President Meaghan Kemp (they/them)

TUNA Designate - Dion Grosbeck (he/him)

Regrets

Indigenous Commissioner Fionna McKenna (she/they)

VP University & Colleges Shay Surujnarain (she/they)

Absence

GC Commissioner Manpreet Kaur

Racialized Students Commissioner Juman Zanzoul (she/her)

LEC Commissioner Maddy McKay (she/her)

Off-Campus Commissioner Harshit Jain (he/him)

TISA Commissioner Wacera Muriuk (she/her)

Association Staff

Association Resource Manager Wendy Walker (she/her)

General Manager Tracy Milne (she/her)

3. Land Acknowledgement

Chair Monico reads, *"The Trent Central Student Association wishes to acknowledge that we are meeting today on the traditional territories of the Mississaugueeg Anishnaabeg people of Treaty 20 and the Williams Treaty, who have been taking care of this land since creation. As visitors to these lands, we would like to acknowledge the displacement and sacrifices of all Indigenous peoples who lived, learned and gathered here, much like we are today. Peterborough, or Nogojiwanong, as it was originally called, has become home to many, and we would like to recognize the contributions made by other First Nations, Metis and Inuit peoples to this community. We give further thanks to the people of Curve Lake First Nation and Hiawartha First Nations for welcoming us onto this beautiful land. While settler-colonialism is still very evident within the structure of our society and institutions, the TCSA is committed to furthering the work of a de-colonial student union and campus, in partnership with Indigenous university staff, students, and community groups"*

4. Chairs Remarks

An opportunity for the Chair to welcome the Board and discuss process for the meeting.

Chair Monico addresses Holiday Burnout and encourages board members to reach out to the executive team and association staff for support with mental health needs and concerns. The following link was also provided.

<https://www.headspace.com/articles/avoiding-holiday-burnout>

5. Approval of the Agenda

This motion sets the business of the meeting. Changes to the meeting's business are discussed here.

MOTION: Be it resolved that the agenda for the 4.12.2022 Board of Directors Meeting be approved.

MOVED: President Litow-Day, seconded by VP Naraine

Motion Passes

6. Approval of Minutes

This motion approves the publication of the previous meeting's record.

MOTION: Be it resolved that the minutes from the 13.11.2022 Board of Directors Meeting be approved with the necessary corrections.

MOVED: VP Naraine, seconded by President Litow-Day

Motion Passes

7. Executive Update

This is an opportunity to make general inquiries about the events and campaigns of the Association and its specific goals.

MOTION: Be it resolved that the Executive reports be accepted.

MOVED: Commissioner Stoddart, seconded by VP Naraine

Motion Passes

VP Antil provides an update to the board on their recent committee work. IT Steering committee has approved updates to Trent's website that are outdated. SWORD month will be taking place at the end of January and will include multiple events as part of the Excalibur Out campaign. The events will include a personal safety program to assist students with strategies for community safety.

VP Antil's research committee has been meeting regularly and will be launching a student feedback survey to gauge campus climate on various issues, including food security, discrimination, hybridization and the Freedom Lounge. Data collected from this survey will be used in the final Excalibur Out report provided to the administration. VP Antil also recently met with the Director of Student Affairs, Lawrence Lam, to discuss the online anonymous reporting form for acts of discrimination. The Association created this form last year and has been working with members of the Administration to implement it at Trent.

VP Naraine informs the board of recent committee updates. Convocation will be from June 6th to 16th, with graduating students needing to register before April 13th. VP Naraine recommends graduating students apply earlier as the Registrar's office will review your application and confirm you have filled your degree requirements. For International students hoping to have their family visit and require documentation to receive a visa, there is a sample letter on the convocation website with additional information that students may need.

Wellness Committee announced that there would be changes to how Trent is currently offering hybrid services, and the Ontario government has changed requirements under OHIP. Students will have to attend at least one in-person appointment before they can receive virtual appointments. Counselling Services saw a 14.6% increase in usage compared to 2019 statistics. 2020 and 2021 were not included in these calculations as COVID may have skewed their numbers. A Racialized Therapist and a Mental Health Educator have been hired on a three-year contract. Next semester KSAC will be running an art group for sexual assault survivors. There has been a 14% increase since 2013 to access funding for students with disabilities.

Health Services is hoping to hire another doctor but will require more space to do so. The proposed TCSA transit terminal is an option for future spaces as there would already be a pharmacy on site.

VP Naraine discusses the One Stop Chop and how it will be transitioned as the new Service Manager enters the role. November was the first month she had sole responsibility for stocking the pantry, and she maxed out the monthly budget in the first two weeks. A standardized grocery list has been developed, as well as ongoing discussions on how to make the pantry as sustainable as possible.

OC President Kemp asks VP Naraine if Wellness services provide most of its services virtually, why does it need more space? VP Naraine replies that as enrollment increases and there is an increase in staff, those staff still require offices or space to work from. Health Services is also

transitioning most of its services to primarily in-person, so they meet OHIP funding requirements.

Commissioner Habel asks VP Naraine if she has considered partnering with Food Not Bombs Peterborough, as they work with the community fridges downtown. VP Naraine explains that she does not want to take away resources from the local Peterborough Community, so she is currently only working with on-campus groups for collaborations. Once the Services Manager has entered the role, they will have a greater capacity for outreach and further partnerships.

Member of the Public, Jonathan Nayler, asks about provincial requirements for in-person appointments and how this will affect disabled students that benefited from virtual options. Commissioner Habel adds that their physician has made exceptions to be AODA (Accessibility for Ontario with Disabilities Act) compliant. VP Naraine is unsure how this will look at Trent but will work with Wellness to find equitable solutions.

President Litow-Day informs the board that the current transit driver gratitude campaign has been well received by the transit drivers. This campaign was also mentioned in the Peterborough Examiner and will continue into the first week of December. As exam season is approaching, the brand ambassador team is working with Communications Manager Christine Liu to find new ways of advertising the Association's services, specifically Nimbus Tutoring. President Litow-Day has also completed a proposal for the Community Safety grant to receive funding for students and Association staff to receive Naloxone and overdose prevention training. They also have been busy assisting with hiring a new Front Desk student staff as one of the Association's current staff is graduating. President Litow Day updates the board that the Research Ethics Committee has been very busy reviewing and approving all proposed research for next semester. Policy and Governance has also been very busy as there are multiple extensive policies being worked on. These will be brought to the board ahead of the February General Meeting.

Commissioner Havel asks President Litow Daye if there are any updates. On the transit situation as exam season is approaching. President Litow-Day indicates that she will address this later in a separate agenda item.

Commissioner Havel inquires about creating alternative forms of messaging to increase accessibility. President Litow Daye offers to meet with Commissioner Havel and the Associations Communications Manager, Christine Liu, to discuss new ideas and strategies to streamline the advertisement of services better.

Noting VP Surujnarians absence, President Lito-Daye delivered her report on her behalf. The Teaching and Learning Advisory Committee has just passed a new master's program, an interdisciplinary program for studies with aging. CASSC (Colleges and Student Services Committee) is entering the budget season, so it is essential that groups with seats on this committee attend these meetings as your votes are required to pass the budgets. The report highlights that January 9th to 13th will be Frost Week, and the Association will host three main events during the first week of the Winter Term to welcome the membership back. The events include a Sexy Bingo, Leafs Night and a Mini Carnival in the Student Centre. The Student Leader Pizza Social was a big success, with reps from nine different student groups attending.

8. Executive Review Committee

Directors will receive an update from the Executive review committee on executive performance and goals for the remainder of their term.

Association Resource Manager Walker provides a summary of the committee findings to the board. She notes that individual feedback for executives was sent to them directly and is noted in their employee files but not in the final report as it is considered an HR review. If directors have questions about individual executive feedback, they can meet with manager Walker to discuss this further. She wants to thank the committee for all their work and flexibility, as this committee can be very time consuming.

The following were the four main recommendations made to the executive team.

1. Recognizing the importance of planning, time management is an important focus to keep in mind. There has been a recognition that sometimes it can be difficult to 'do it all' if enough time isn't spent communicating and organizing in advance.
2. Engagement between the Executive and Directors needs to be more frequent. Each Director is a valuable person who can dedicate their skills, time and effort to make the Association a successful organization. Executives bear responsibility for effectively coordinating with these representatives regarding their roles and supporting their engagement with specific initiatives. Communication should be more frequent; weekly check-ins would be a positive step. Exec leadership in this area is important.
3. Continue to strengthen your working relationships as an executive. There has been progress in this area throughout the term. We want to reiterate that it is important for the executive to work closely with one another to ensure their work towards the common goals of the Association.
4. The executive team is encouraged to host a monthly informal town hall meeting for directors, students and community members to attend and voice their concerns. This will help to bridge the gap in communication between monthly board meetings. These town halls should be hosted on a week alternating with the Board of Director meetings and be attended by all executives.

The full report is included in the appendix.

Resource Manager Walker informs the board that the committee will do two more check-ins before the end of the Winter Semester, one in February and the second during Shadow Period. OC President Kemp asks if other directors will be required to attend these informal town halls, noting that they may not have the time to dedicate with their current responsibilities with their own groups. Manager Walker explains that this would be an executive responsibility, so directors are not being asked to commit more time. The goal is to provide a space for students to ask questions and raise concerns, as the formality of board meetings can be intimidating for many students. President Kemp asks if other strategies to increase engagement have been discussed, such as a zoom drop-in, office hours or a recap posted to social media about the

board meeting. Manager Walker says variations have been done in the past that have been successful; in the early stages of COVID, the Association hosted informal check-ins that all students could attend and ask questions, which were widely successful. Member of the Public Noah Edwards adds that Peterborough City Council provides a brief following meetings that are a variation of the meeting agenda. Manager Walker says this is something she can look into.

MOTION: Be it resolved that the Board accept the Executive Review Committee report.
MOVED: VP Naraine, seconded by Commissioner Stoddart
Motion Passes

9. Selwyn Transit

Directors will review the changes to include HST in the previously approved Selwyn contract.

General Manager Tracy Milne provides an update to the board and explains that the previous contract Selwyn provided did not account for annual HST in the cost breakdown. For the first contract year, \$55,000 was initially agreed upon, and the HST would add an additional \$7,150. This change would account for a 13% increase per year in the cost of providing The Link service; Manager Milne states that this extra 13% is still within the Association's transit budget. President Litow-Daye speaks in favour of the motion citing the importance of investing in accessible transit to access Curve Lake and the Association's healthy financial position.

MOTION: Be it resolved that the Board approve the updated Selwyn Transit contract to include HST.

MOVED: President Litow-Daye, seconded by President Kartick
Motion Passes

10. Transit Update

Directors will receive an update from the Transit Special Committee on the current service disruptions.

Motion to move into closed session at 1:58 pm

MOVED: President Litow-Daye, seconded by Commissioner Habel

Motion Passes

Motion to Exit Closed Session at 2:21 pm

MOVED: President Litow-Daye, seconded by Commissioner Stoddart

Motion Passes

11. Any Other Business

An opportunity for Directors or members to bring an item of business up with the Board if they have not yet had the opportunity to do so.

12. Association Resource Manager Update

An opportunity for the board to receive updates from the Association Resource Manager and Operations Manager on executive performance and long-term planning.

Association Resource Manager Walker requests that the board enter closed session.

Motion to enter closed session at 2:24 pm

MOVED: Commissioner Habel, seconded by Commissioner Stoddart
Motion Passes.

Motion to leave closed session at 3:05 pm

MOVED: Commissioner Habel, seconded by President Litow-Daye
Motion Passes

MOTION: To extend the meeting until 4 pm

MOVED: Commissioner Habel, seconded by President Litow-Daye
Motion Passes

Motion to enter closed session at 3:10 pm

MOVED: Commissioner Habel, seconded by President Litow-Daye
Motion Passes

Motion to exit closed session at 3:31 pm

MOVED: TC President Kartick, seconded by President Litow-Daye
Motion Passes

13. Adjournment

...to end the meeting

MOTION: Be it resolved that the 4.12.2022 Board of Directors Meeting be adjourned.

MOVERS: President Litow-Daye, seconded by Commissioner Stoddart
Motion Passes

Meeting adjourned at 3:32 Pm