



**Humber Students' Federation
Board of Directors 2014-2015
Fourth Meeting
October 22, 2014
Guelph-Humber Campus**

Members Present

Ayesha Azhar
Maria Artiga
Erik DiVito
Joanne Dumo
Rafael Gouveia
James Pashutinski
Eric Collings
Robert Gemmell
Saurabh Kanda
Kayla McTaggart

Guests

Odin Von Doom (*VP Student Affairs North*)
Ahmed Tahir (*VP Student Life North*)
Thomas Walton (*President*)
Frank Rizzi (*Finance and Operations Officer*)
Sanjay Puri (*Director Financial Services and Planning*)
Elaine Popp (*Associate Vice President Academic*)
Scott Briggs (*Chief Information Officer*)
Ryan Burton (*Director IT Planning and Client Services*)
Tania Pereira (*GHSA*)
Erica Parisi (*GHSA*)
Hayley Walters (*GHSA*)
Cristina Bianchi (*GHSA*)
Jessica Hart (*GHSA*)
Samantha Singh (*Humber Et Cetera*)

Excused

**Recording Secretary – Vanessa Silaphet
Chairperson – Eric Collings**

1. CALL TO ORDER at 6:00pm.

E. Collings called the meeting to order at 6:00pm. Quorum is now six and a quorum of Directors was present. The Chairperson welcomed Thomas Walton, newly elected President, Robert Gemmell and Saurabh Kanda, newly elected Directors North.

2. APPROVAL OF THE AGENDA

Motion to approve the agenda as presented.

Moved by: J. Dumo

Seconded by: R. Gouveia

CARRIED: YES

“Be it resolved that the Agenda for the Fourth meeting of the HSF Board of Directors 2014-2015 is approved as presented.”



3. DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

4. APPROVAL OF MINUTES OF THE THIRD MEETING OF 2014-2015

Motion to approve the minutes from the Third Meeting of the HSF Board of Directors 2014-2015 on October 1st, 2014 as presented.

Moved by: K. McTaggart

Seconded by: A. Azhar

CARRIED: YES

“Be it resolved that the HSF Board of Directors approves the minutes of the Third Meeting of the 2014-2015 Board of Directors.”

5. FEE PROTOCOL PRESENTATION: INFORMATION TECHNOLOGY, ADMINISTRATIVE, BUILDING

S. Briggs reviewed the services offered provided by the IT Fee students pay and per term costs. This fee covers services to students such as open access labs, wireless network on campus, LRC building, Microsoft software for students, myHumber, testing of a Humber App, TVs in North Concourse and Student Centre. Initiatives coming soon include: LRC and North F Building expansion. Future Plans include: North new open access lab in D Building; and Lakeshore Athletic Centre, Welcome Centre, G Building and AB Building.

J. Dumo confirmed with S. Briggs that Guelph-Humber students and Humber students pay the same IT Services Fee, however Guelph-Humber students receive less services than Humber students. S. Briggs confirmed that particular services such as Microsoft and computer labs are available to all students. Guelph-Humber students are not privy to the Enterprise system and Wi-Fi. R. Burton also confirmed that Guelph-Humber students receive IT support from three separate parties: Humber, Guelph and Guelph-Humber. For example, wireless internet is operated by Guelph not Humber.

S. Puri expanded on what the Building Fee is used for and future plans. This fee supports the cost of new construction/improvements to existing physical infrastructure related to non-academic, informal or student government spaces. Non-academic developments include construction of HSF offices, construction of second floor Athletic Centre at Lakeshore. Rather the Ministry of Training, Colleges and Universities only provides capital funding towards academic or administrative spaces for the Institution.

E. Popp reviewed the Administrative Service Fee. This fee supports the acquisition/replacement costs related to academic equipment (i.e. classroom/lab computers, specialized/digital instruments, etc.), cost of related technologies and/or infrastructure/support required to implement). Every five years, programs go through an internal and external program review to collect feedback on areas of improvement. Students may provide their feedback via this channel.



6. APPROVAL OF POLICIES: ACCOUNTABILITY OF THE CHIEF EXECUTIVE OFFICE, MONITORING CEO PERFORMANCE, MEETINGS OF THE BOARD OF DIRECTORS, BOARD MANAGEMENT DELEGATION AND CONTROL, DIRECTOR HONORARIA

The Board was given these policies in advance for review. E. Perrone highlighted any amendments made to each policy.

Amendment to the Meetings of the Board policy: "REGULAR MEETINGS. ... A meeting in May shall be held to elect the Chair of the Board."

E. Perrone made changes to the Honoraria policy based on comments and suggestions made by the Board. The Board was presented with the second version of this policy.

Motion to approve the Accountability of the Chief Executive Office, Monitoring CEO Performance, Meetings of the Board of Directors as amended, Board Management Delegation and Control, and Director Honoraria.

Moved by: K. McTaggart

Seconded by: M. Artiga

CARRIED: YES

Abstain: 2

"Be it resolved that the HSF Board of Directors approves the Accountability of the Chief Executive Office, Monitoring CEO Performance, Meetings of the Board of Directors as amended, Board Management Delegation and Control, and Director Honoraria."

7. VICE PRESIDENTS OF NORTH MONITORING REPORT

O. Von Doom presented his Executive Monitoring Report. Highlights of his report are as follows:

- Time has been limited when focusing on advocacy issues due to daily responsibilities and facilitating services such as Food Bank Interviews and Volunteer Crew
- He is in the process of discussing the Student Appeal Resource Tool with President Chris Whitaker and Lara Hof, Manager Community Judicial Affairs
- Streamlining new changes to the Emergency Food Bank service – interviewing and assisting students with this service and/or other related services such as Bursaries

A. Tahir presented his Executive Monitoring Report. Highlights of his report are as follows:

- Collaborative events with Athletics, Residence, and Guelph-Humber
- Advocacy Issue: A la carte credit system will focus on one part of the College before addressing Guelph-Humber. A. Tahir is researching and questioning why students pay a flat program fee as opposed to per course fees. For example, if one course is dropped, students will have to pay for that specific course at a later date when essentially the student has already paid for it. He is currently researching with Humber's Registrar's office how many students are affected by this
- Frosh recap: attendance, sales, email campaigns, website hits
- By-election held in the month of September took place of any large events



- Sleeping lounges: currently in the end stages of developing this initiative. Rooms have been considered in the KX mezzanine
- Walking focus group: developing stages
- Skating and swim passes at Orangeville: swim passes were allocated to all Orangeville students however only one student utilized this

8. CHIEF EXECUTIVE OFFICE MONITORING REPORT: SIX-MONTH FINANCIAL REVIEW

F. Rizzi and E. Perrone presented the six-month financial review of HSF thus far this fiscal year. Key items include:

- Student Activity Fee is still to be received for Winter start semester students; still on target for revenues
- Reduced student add-on fees such as free play in games and gaming rooms, revenues will decrease
- Typical assumption is 50% of revenues in 50% of the year, however not proportional and more front loaded due to the way students pay their fees
- On the contrary, Expenses will reflect otherwise where numbers reflected are lean at the start of the year due to HSF's level of activity – majority of students are on campus in September, thus small expenditures from May to September
- Expenses regarding Administrative costs are attributed to the new hires of a Programming Coordinator at North, Communications Coordinator at North. In the near future, HSF will be hiring a HR Director and with the departure/replacement of HSF's Community Manager
- Largest portion of Governance expenditures relate to Health Centre funding \$170k, Peer Tutoring \$35k, Student Appreciation Awards \$10k, and Art Show \$10k
- Orientation/Frosh expenditures are still showing over \$50k under budget which leaves room for healthy Frost events for January start students
- Bursaries are just starting to be paid out now, close to \$100k has been approved so far

9. HSF CAPITAL PROJECT

Last year's Board approved the redevelopment of the HSF Amphitheatre. Since then, discussions were had with the architects of the College and they have created a new HSF Plaza idea. An opportunity has come up with the current construction happening with the F Building at North and to reduce HSF's costs, piggybacking on the construction being done. Currently, the space is very confined and limited to what it can be used for. In consultation with the architects, a proposed idea allows the space to be utilized all year, and as an open space as students wish to use it (i.e. study, outdoor play, lounge, etc.).

Motion to approve the proposal of capital development of amphitheatre redesign, \$2,000,000.00.

Moved by: R. Gouveia

Seconded by: E. Di Vito

CARRIED: YES

Abstain: 1



“Be it resolved that the HSF Board of Directors approves the proposal of capital development of amphitheatre redesign, \$2,000,000.00.”

10. ADJOURNMENT

Motion to adjourn the Fourth Meeting of the HSF Board of Directors 2014-2015.

Moved by: M. Artiga

Seconded by: A. Azhar

CARRIED: YES

“Be it resolved that the Fourth Meeting of the HSF Board of Directors 2014-2015 is adjourned.”

The meeting adjourned at 8:44pm.

_____**Eric Collings**_____
Chairperson

_____**Vanessa Silaphet**_____
Recording Secretary