

**Minutes from a Meeting of the Concordia Council on Student Life
Held on May 1, 2015
SGW H-769, 10am**

PRESENT: Mr. Andrew Woodall (Chair), Ms. Lauren Broad (Secretary), Ms. Anna Barrafato, Ms. Kate Soad Bellini, Mr. Patrick Boivin, Mr. Charles Bourassa, Ms. Katrina Caruso, Mr. Gordon Dionne, Mr. Darren Dumoulin, Ms. Kenza Iraki, Mr. Adrian Longinotti, Dr. Laura Mitchell, Dr. Brad Nelson, Dr. Lisa Ostiguy, Ms. Tanya Poletti, Ms. Dale Robinson, Ms. Stephanie Sarik, Dr. Cameron Skinner, Ms. Lorraine Toscano, Mr. James Tyler Vaccaro.

ABSENT WITH REGRETS: Ms. Gemma Acco, Ms. Temi Akin-Aina, Ms. Marie-Josée Allard, Ms. Claudie Boujaklian, Ms. Crystal Harrison, Mr. Daniel Houde, Ms. Mary-Ann Jirjis, Mr. Howard Magonet, Mr. Rohit Patil, Mr. David Thirlwall, Mr. Bradley Tucker.

ABSENT: Mr. Ian Campbell, Ms. Sharon Hunter.

1. APPROVAL OF AGENDA

The Chair called the meeting to order. Mr. Bourassa moved to add a motion to the agenda under “New Business” to adjust the student representation on CCSL. Mr. Longinotti seconded the motion.

For: 14
Against: 0
Abstentions: 1

The motion passed.

The Chair confirmed that the new motion would be added to the agenda as item 6.1, while the current item 6.1 would become item 6.2. Mr. Woodall recalled that any motion should be distributed via the CCSL secretary prior to the meeting to ensure that members of the Council could consider it before hand.

Ms. Caruso moved to approve the agenda. Ms. Iraki seconded the motion.

The motion passed unanimously.

2. REMARKS FROM THE CHAIR

The Chair welcomed the Council to the last meeting of the 2014-2015 year and thanked them for their active participation. He noted several highlights from the year, such as: distributing \$152,000 to student initiatives or student related activities through the CCSL Special Projects Fund, the annual contribution to HoJo and the Committee Participation Awards Program; the CCSL, Volunteer and Community Engaged Scholar Awards; and the development of a proposal for the unused Special Projects funding. Mr. Woodall recalled the recent student elections and said that there were already new executives and leaders in most associations.

3. APPROVAL OF THE MINUTES FROM THE MEETING OF MARCH 6, 2015

Mr. Bourassa moved to approve the minutes from the meeting of March 6, 2015 and Ms. Bellini seconded the motion.

For: 10
Against: 0
Abstentions: 1

The motion passed.

4. BUSINESS ARISING FROM THE MINUTES OF MARCH 6, 2015

There was no business arising from the minutes.

5. REPORTS AND ITEMS OF INFORMATION

5.1 Student Services Budget 2015-2016

The Chair reported that traditionally Student Services and Recreation & Athletics (R&A) functioned on a three-year budget cycle. Considering the struggle of limited budgets and rising costs, the sectors were given approval to create a one-year budget for 2015-2016. Mr. Woodall said that work would begin in the upcoming year on a larger strategy for future years.

Dr. Ostiguy began by acknowledging the hard work of the Student Services directors in preparing the 2015-2016 budget. The areas under the Student Services sector had experienced a year of transition, moving people both physically and structurally. The directors had engaged in meaningful discussions over the past several months to assess how each department should invest in future years. Dr. Ostiguy noted that members of the Council might be consulted in the fall for advice on how to get information to students on what services are available to them. She recalled that there had not been an increase in the Student Services or R&A per credit fee in over six years. Students would have to agree by referendum to an increase in the Student Services and R&A per credit fee.

Dr. Ostiguy and Ms. Poletti gave a Power Point presentation on the Student Services budget, while Mr. Boivin presented the Recreation & Athletics budget. A discussion ensued with questions from the Council members. It was explained that some new services had come into existence in the past three-year budget cycle, such as the Sexual Assault Resource Centre, which had not been budgeted for. This was an example of an initiative that would have to be incorporated into the new budget. Other services, such as Counselling & Development (C&D), would undergo major re-structuring. The counselling aspect of C&D would now fall under Campus Wellness and Support Services, while the development aspect of C&D would now fall under the new Student Success Centre. The Chair reiterated that the sector had been reorganized in a way that would make more sense to students. Dr. Ostiguy said that while space was an on-going struggle at the University, the goal was to have the services in a common location on campus.

In both Student Services and R&A, it was noted that the majority of the budget was committed to salary and benefits for employees. Considering these commitments, the sector was presented with the challenge of maintaining and ideally expanding on the level of services available to students. Ms. Poletti explained that the sector was bound by collective agreements and also had no control over the benefit rates, which were determined by the government. It was highlighted that student employment remained an important priority in both Student Services and R&A.

When asked if R&A would be setting funds aside to reinvest in the sector, as Student Services had done for special initiatives, Mr. Boivin replied that since there had been no surplus, there would be no funds to reinvest in this budget.

Ms. Bellini pointed out that the previous three-year approved budget had been reviewed, however she wondered why no actuals were presented. Ms. Poletti confirmed that the fiscal year had just ended on April 30, 2015, therefore the University was still in the process of closing for year-end. The year-end figures could be made available for review in the fall semester.

The question was raised as to how a student group could become associated with R&A and the Stingers, so that they could officially represent Concordia and perhaps get some needed sponsorship. Ms. Bellini noted that many student groups under the CSU were sports-based, and would benefit from a closer relationship with R&A. Mr. Boivin said that the department was working to create more of a link between a variety of clubs and the department, however these groups would still need to be student-run. Mr. Vaccaro said that R&A could also benefit from a stronger relationship with the CSU, as there is less of a turnover in staff compared to the leaders of the smaller student groups. Mr. Vaccaro added that the CSU would like to help get students more active and could see an opportunity to build on that with intramural sports.

Mr. Vaccaro stated that he did not see significant cuts in the proposed 2015-2016 budget and asked if more cuts were expected in future years. Dr. Ostiguy replied that the Student Services administrators had worked very hard to reduce the effect of budget constraints on the sector by restructuring and considering such things

as cost sharing between departments. She said that Student Services and R&A would not be affected by government cuts in the same way as the rest of the University, as they operate on a different budget. Dr. Ostiguy emphasized the priority of remaining accountable and wanted to keep the Council well informed. She maintained that if there were to be an increase in the Student Services and R&A per credit fee, the student body would have to agree to it through a referendum. The process of bringing this question to a referendum would still need to be figured out. Dr. Ostiguy explained that, if agreed by CCSL, the proposed budget would be presented to the Board of Governors for approval. The Council agreed that it would have been beneficial to see budget actuals for 2012-2015, however accepted that these figures were not yet available. Mr. Vaccaro advised that if the Council would decide to go forward with the question of an increase to the per credit fee, it would be necessary to inform students, specifically during orientation, as to what services were available to them.

Dr. Nelson put forth the following motion, seconded by Mr. Vaccaro:

Whereas the Concordia Council on Student Life (CCSL) is the highest parity committee in the University making recommendations regarding the quality of student life;

Whereas the mandate of CCSL, among others, is to review and forward to the Board of Governors the Student Services and Recreation & Athletics budgets;

Be it resolved that the CCSL is in support of the one year Student Services and Recreation & Athletics Budgets for fiscal year 2015-2016 dated May 1, 2015.

For: 10

Against: 0

Abstentions: 5

The motion passed.

5.2 CCSL Special Projects Unused Funds

The Chair noted that the proposal for what to do with the CCSL Special Projects unused funds was sent to the Council by email prior to the meeting for review. He said that the sub-committee had met several times and had also worked on the proposal via email. The sub-committee provided the Council with recommendations that would make the use of these funds go towards initiatives that were different from the regular fund, through a competition for funding. It aimed to inspire projects that would have a broad and deep impact on the University. The Chair recalled that there was approximately \$92,000 in unused funds, not including the 2014-2015 academic year. Mr. Woodall proceeded to review the proposal, then asked the Council for questions and comments.

A discussion ensued on the proposal. A question raised was who would be responsible for deciding on which project(s) would receive funding, the sub-committee or the Council at large. The Chair said that this had not been discussed, however perhaps the projects could be filtered through the sub-committee, then presented to the Council for consideration.

The Chair confirmed that the criteria of collaboration between students and faculty and/or staff would be crucial to involving the whole University community, which would increase the impact of the chosen project(s). Ms. Barrafato explained that with recent budget constraints, funds to support collaboration between a department and students would allow for new initiatives to be realized that would be mutually beneficial. It would also influence students to develop relationships with University resources that would help their ideas come to life.

Dr. Skinner suggested using some money as seed funding, to allow groups the opportunity to get their project off the ground, and then return to the Council with a formal proposal for more substantial funding. The Chair thought that if the competition were properly promoted throughout the fall semester, with the competition beginning in the winter semester, it would give applicants enough time to put together a worthy proposal. Mr. Woodall was concerned that a large portion of the fund could be used up as seed funding, leaving an insignificant amount remaining for the actual project(s). The Council agreed that if there were no proposals

that met their standard, the funding did not need to be distributed, but should be carried over into the next year for consideration in another round of applications.

The Council wanted applicants to provide a concrete timeline for their project, so that long-term feasibility would be considered. This, as well as collaboration with University partners, would ensure that the project would continue after the students who initiated the project had graduated.

The Chair concluded that a management plan would be added as criteria, and an updated proposal would be presented to the Council early in the fall 2015 semester. Mr. Longinotti said that since applicants would include students, staff and/or faculty, all three should be involved in reviewing the management plan of project proposals.

6. NEW BUSINESS

6.1 Motion to Adjust the Student Representation on CCSL

Mr. Vaccaro proposed the following motion, seconded by Mr. Bourassa:

Whereas the Council added the position of the Student Success Centre Director or his/her delegate as a new, permanent, voting member of CCSL at the January 23, 2015 meeting, thereby upsetting the parity between student representatives and non-student representatives;

Whereas an additional student representative would restore the required parity;

Be it resolved that a new, permanent, voting student representative position be added to the CCSL membership.

A discussion ensued on the proposed motion. The Chair recognized the need for parity on the Council, however with the vacancy in other positions on the Council and the changes in infrastructure of the Student Services sector, the balance in the student to staff and faculty ratio on the Council was actually in favour of the student representatives. Mr. Woodall confirmed that the voting membership was currently as follows:

Associate Vice-President (AVP), Enrolment & Student Services – Vacant, as this position no longer exists (motion to replace this position with the Deputy Provost as item 6.2 on the agenda)

Director, Recreation & Athletics

Director, Counselling & Development

Manager, ACSD, Advocacy & Support Services (interim in absence of a Director)

Director, Financial Aid & Awards Office

Director, Student Success Centre

Director, Health Services – Vacant

Two full-time Student Services staff members

Two full-time faculty members

Seven undergraduate students

Two graduate students

One Continuing Education student

It was recognized by the Council members that with vacancies and changes in the structure of the administrative positions, there needed to be more clarity regarding the membership. It would have to be formally updated to reflect the recent changes in the Student Services sector.

Considering the realities of the membership that were clarified, Mr. Vaccaro withdrew the proposed motion.

6.2. Motion to Add the Deputy Provost to CCSL Membership

The Chair referred to the motion that had been sent to the Council prior to the meeting for review. He explained that the motion to add this position would replace the Associate Vice-President (AVP), Enrolment and Student Services, as this position no longer existed.

Mr. Vaccaro moved to approve the following motion, seconded by Ms. Bellini:

Whereas, in the past, the Associate Vice President (AVP), Enrolment and Student Services was a voting member of CCSL due to that person's central role in student life; and

Whereas the position of AVP, Enrolment and Student Services no longer exists; and

Whereas the functions of the AVP, Enrolment and Student Services have been transferred to the Deputy Provost;

Be it resolved that the Deputy Provost be added to CCSL as a new voting member in replacement of the position occupied by the AVP, Enrolment and Student Services.

The motion passed unanimously.

6.3 Points of Interest

Ms. Poletti reminded the Council that convocation would be taking place on June 8th, 9th and 10th, 2015 at Place des Arts. She congratulated all the graduates of 2015-2016. The Chair noted that student governors and senators should contact Ms. Pina Greco in Enrolment Services if they wished to sit on stage for the convocation ceremonies.

7. NEXT MEETING

The next meeting will be in September 2015, to be confirmed.

8. TERMINATION OF MEETING

Ms. Sarik motioned to terminate the meeting. Ms. Iraki seconded the motion.

The motion passed unanimously.