

**Minutes from a Meeting of the Concordia Council on Student Life
Held on May 6, 2016
SGW H - 769 10am**

PRESENT: Mr. Andrew Woodall (Chair), Ms. Mary Burns (replacing Ms. Lauren Broad), Mr. Patrick Boivin, Ms. Claudie Boujaklian, Ms. Annette Bowen, Ms. Katrina Caruso, Mr. Théo Denieul, Ms. Lori-Marie Dimaria, Mr. Darren Dumoulin, Ms. Julie Gagné, Ms. Jana Ghalayini, Dr. Laura Mitchell, Ms. Tanya Poletti, Mr. Keroles Riad, Ms. Dale Robinson, Dr. Cameron Skinner, Ms. Brigitte St-Laurent, Ms. Atosa Tangestanifar (replacing Ms. Stephanie Sarik), Ms. Lorraine Toscano.

ABSENT WITH REGRETS: Mr. Jeremy Blinkhorn, Ms. Jenna Cocullo, Ms. Sharon Hunter, Dr. Lisa Ostiguy, Dr. Brad Nelson, Mr. Bradley Tucker.

ABSENT: Ms. Temi Akin-Aina, Ms. Marie-Josée Allard, Mr. Daniel Houde, Mr. Howard Magonet, Ms. Emma Saboureau, Mr. John Talbot, Mr. Rami Yahia.

1. APPROVAL OF AGENDA

Ms. Dimaria requested that an item be added to the agenda: inclusion of an undergraduate Sustainable Concordia representative to CCSL membership. The Chair noted that in the absence of quorum, the agenda could not be approved. The Council agreed to continue with the meeting. With the arrival of Mr. Denieul later in the meeting, quorum was reached. Ms. Ghalayini moved to approve the amended agenda. Ms. Gagné seconded the motion.

The motion passed unanimously.

2. REMARKS FROM THE CHAIR

The Chair noted that it was the last CCSL meeting of the year. He highlighted several CCSL accomplishments: CCSL disbursed \$160,000 this year, including \$20,000 to the Housing and Job Bank. He noted that the new initiative, Big Hairy Ideas, was a great success, with many worthy applications submitted. \$125,000 was disbursed to three projects, all of which have strong potential for a deep and lasting impact on the university. He mentioned that the CCSL Awards Night was a lovely event that celebrated the outstanding people at the university. He noted that the Special Projects committee continued to refine the rules and guidelines for special projects. Mr. Woodall mentioned that the Alternative Spring Break Showcase was also a success, and encouraged people to attend next year. He also noted the creation of the Alumni and Advancement Student Recognition Awards, which had its first event this year, was also a big success. He informed Council that the Dean of Students Office hosted a Prep for Leadership workshop involving incoming executives from the umbrella associations. It was well attended and a successful event. The Chair thanked everyone on Council for all their hard work, and for making it through the academic year.

3. APPROVAL OF THE MINUTES FROM THE MEETING OF APRIL 8, 2016

Ms. Robinson moved to approve the minutes from the meeting of April 8, 2016 and Ms. Dimaria seconded the motion.

8 Approved
3 Abstentions
The motion passed.

4. BUSINESS ARISING FROM THE MINUTES OF APRIL 8, 2016

There was no new business arising from the minutes of April 8, 2016.

5. REPORTS AND ITEMS OF INFORMATION

5.1 Presentation of Student Services Projected Year-End Statement 2015-2016 and Proposed Budget 2016-2017.

The Chair informed Council that Mr. Boivin would not be presenting the Recreation & Athletics budget that day. He invited Ms. Poletti to proceed with her presentation.

Ms. Poletti presented the Student Services Projected Year-End Statement 2015-2016 and Proposed Budget 2016-2017. She distributed the statement and gave a line-by-line explanation to Council. She noted that Student Services typically operates with a three-year budget, but last year was the first time the sector proposed a one-year budget, and it would be the same this year. The proposed budget Ms. Poletti presented would be put forward to the Board of Governors in June. She pointed out that in 2015-2016, enrolments were slightly down, and Continuing Education revenue was down. The sector was in a deficit of approximately \$5000, for the first time in many years. But the expenses were lower, so for year-end she is anticipating a surplus of \$90,000. Ms. Poletti noted that 90% of total expenses was made up of salary items. The sector can keep its surplus because it is self-funded, but it will also keep its deficits. The \$90,000 surplus will go into an initiatives fund that will be available to all units for new initiatives. The Student Services Directors have submitted proposals, and several new initiatives will be starting in the next academic year.

Ms. Poletti informed Council that the proposed budget for 2016-2017 is basically status quo. There is no growth projected for next year. However, expenses do go up because of collective agreements and increases in benefits. The benefits increased from 26.3% to 27.6% for a total increase of approximately \$450,000. Because of this, \$1.2 million dollars will have to be injected from the reserves. The sector is in the fortunate position to have this reserve, but eventually it will be depleted. This will have ramifications in the 2017-2018 budget if there is no increase in student services fees. The sector may have to face a reduction of services, or even closure of some services.

Ms. Dimaria asked whether statistics are kept to show how many students are using the services, and which services are being used, and whether surveys are done. Ms. Poletti affirmed that statistics are kept, and the Student Services Directors include that information in their annual summaries. The Chair noted that a survey was done about four years ago, which focused on awareness and usage of services. He remarked that it would be useful to do another one soon. Ms. Dimaria suggested that perhaps professors could add information about services in their course syllabus. She also suggested the possibility of calling students to tell them about services, similar to the way students are called by Alumni after graduation requesting donations. The Chair remarked that these are good ideas that he would be willing to bring up with Dr. Ostiguy. Ms. Tangestanifar mentioned that there is a student mentor program starting in the fall, which could be a first step in this process. Mr. Riad stated that it is vital to make the case to students about the importance of student services, particularly if the sector is going to be asking for fee increases in the future.

The Chair thanked Ms. Poletti for the report.

6. NEW BUSINESS

6.1 Addition of Environmental Health & Safety Staff Member to CCSL Membership

The Chair informed Council that as a result of meetings with Mr. Riad and the work he has done with CSU, it had been decided that CCSL would add an additional non-voting member to the CCSL membership. This person will come from Environmental Health and Safety, and will be someone who is focused on the sustainability agenda. This way Council will have an expert on sustainability from the staff who can add their perspective.

6.2 Revised Undergraduate Seat on CCSL

Ms. Dimaria mentioned that CSU Council had met and asked her to submit the following motion to CCSL:

BE IT RESOLVED THAT the CSU transfer the nomination of one CSU seat on the CCSL to Sustainable Concordia, effective June 2016;

BE IT FURTHER RESOLVED THAT the CSU recommends to CCSL to amend its membership guidelines to replace a CSU seat with a SC seat effective for the 2016-2017 year;

BE IT FURTHER RESOLVED THAT, conditional upon the approval of the above, Policy Committee amend the Standing Regulations to reflect the referral of this seat to the nomination by Sustainable Concordia.

The Chair invited discussion on this proposed motion. Mr. Boivin asked for clarification, as Council had already invited someone from Environmental Health and Safety to join CCSL. It was clarified that this would be a voting member from the undergraduate student body. Council wondered whether it was necessary for CCSL to make this change, or whether CSU could simply include someone from Sustainable Concordia when they put forward their student representatives every year. Dr. Cameron expressed a concern that the CSU might have a change of heart in a few years. He felt that it reduced the flexibility if it is incorporated into the official guidelines. Ms. Caruso questioned why CCSL would have to vote on this because it is CSU's decision. The CSU can appoint any seven undergraduate students they choose to CCSL. Mr. Riad agreed that it could be done internally, but that the CSU prefers to have it done officially by CCSL, so that it survives through the years. Because there is so much turnover at CSU, this would ensure that it remain in the institutional memory. Ms. Dimaria remarked that CSU had given this much thought and discussed it with Sustainable Concordia. They are very excited about it and committed to this proposal.

The motion was moved by Ms. Dimaria, and seconded by Mr. Riad.

9 Approved

2 Abstentions

The motion passed.

6.3 Points of Interest

The Chair reminded Council that Convocation is June 6, 7 and 8th. He congratulated all graduates and encouraged CCSL members to attend convocation. Ms. Poletti informed Council that there are approximately 6333 potential graduates this spring.

Ms. Tangestanifar announced upcoming workshops offered by Financial Aid and Awards: Government Financial Aid Workshop June 1, 2, and 8, 9. These workshops are unique in that students will be in a computer lab working on applications with advisors. They are also offering budgeting workshops to take place before October 2016.

Mr. Riad thanked CCSL for approving "Waste Not, Want Not", the compost project put forward for Big Hairy Ideas. He noted that they would soon be looking for volunteers from among students, faculty and staff.

Ms. St-Laurent reminded everyone of the ongoing renovations at the Webster Library, and that the staircase switch would begin on May 10. The three winning poems from the library's competition will be placed on the wrap-around of the main staircase and in other locations.

7. NEXT MEETING

September 2016: TBA

8. TERMINATION OF MEETING

Ms. Dimaria motioned to terminate the meeting. Ms. Ghalayini seconded the motion.

The motion passed unanimously.