

**Minutes from a Meeting of the Concordia Council on Student Life
Held on September 14, 2018
SGW MB 9 CDF, 10am**

PRESENT: Andrew Woodall (Chair), Sabrina Catalogna (Secretary), Marie-Josée Allard, Nora Amar, Gaya Arasaratnam, Annette Bowen (replacing Nedgy Augustin), Erin Campbell, Amy Caron, Dianne Cmor, Orenda Boucher-Curotte, Lauren Farley, Laura Mitchell, Olivia Piccirelli (replacing Temi Akin-Aina), Tanya Poletti, D'Arcy Ryan, Stephanie Sarik, Lorraine Toscano, Alice Wei.

ABSENT WITH REGRETS: Terry Kyle, Michele Sandiford, Anne Whitelaw

ABSENT: Melanie Burnett, Darren Dumoulin, Christian Durand, Nicole Freeman, David Ferrara, Paige Keleher, Jad Abi Semaan, Ilze Kraulis.

1. APPROVAL OF AGENDA

The Chair noted that in the absence of quorum, the agenda could not be approved. The Council agreed to continue with the meeting, however acknowledged that no formal motions could be voted on.

2. REMARKS FROM THE CHAIR

The Chair welcomed the members of CCSL to the first meeting of 2018-2019. Andrew Woodall explained CCSL is the highest non-academic committee at the university, making recommendations regarding the quality of student life on campus. CCSL is a parity committee, consisting of an equal number of voting students to voting faculty and staff. Andrew Woodall noted the Council would conduct business following Robert's Rules of Order, however he was hopeful that CCSL would find consensus through mutual respect and thoughtful dialogue. He encouraged all members of the Council, including non-voting members, to provide their input at meetings. Andrew Woodall stated if Council members wished to put forth a motion to send it to the secretary of CCSL, Sabrina Catalogna, a week prior to the meeting so that it may distribute it to the Council for consideration.

The Chair congratulated student leaders on the success of their Orientation. They also noted the Orientation activities and support provided by university departments such as the Student Success Centre and the Dean of Students Office.

Andrew Woodall highlighted recent events and initiatives at the university, included the success of the Discover Concordia Fair, the launch of the Spark!, the co-curricular record, and remarks about the outstanding Stingers athletes. They also informed the Council that, during the summer, Lisa Ostiguy had accepted a position as the Special Advisor to the Provost on Campus Life. Anne Whitelaw has assumed the role of Deputy Provost.

Andrew Woodall noted the CCSL meetings were open to anyone wishing to attend and welcomed speakers and presenters on issues relating to student life at the university. They invited the Council members to introduce themselves. The Chair noted that there were a few positions were not filled, two Faculty members, two Graduate students, and a Permeant Observer from Environmental Health and Safety.

4. BUSINESS ARISING FROM THE MINUTES OF MAY 4, 2018

The minutes from May 4, 2018 could not be approved without quorum.

5. REPORTS AND ITEMS OF INFORMATION

5.1 CCSL Sub-Committees

CCSL Special Projects

As Chair of the sub-committee, Andrew Woodall explained that the CCSL Special Projects Fund is to be dispersed annually in support of student projects that enhance or contribute to the quality of student life at the university in a social, political, educational or cultural context. \$165,000 is available per year, with one

application deadline per semester. \$20,000 is earmarked annually from the fund to support the CSU Off-Campus Housing and Job Bank (HoJo). \$10,000 is earmarked annually for the Committee Participation Awards Program, a financial award given to eligible students for their participation on one or more of the governing bodies at the university.

Applications for funding requesting \$5,000.00 or less would be approved or declined by the sub-committee and those applications requesting over \$5,000 would be decided upon by the entire Council at a CCSL meeting which included a brief presentation by the applicants. Andrew Woodall reported that in 2017-2018 a total of 148 applications were reviewed and of those 124 were approved funding. Approximately \$130,000 was allocated and with that increased the total accumulated of unused funds to roughly \$78,000.00.

The Chair explained following the fall and winter submission deadline, the sub-committee would read through the applications online prior to a fill-day review meeting. The sub-committee membership included: the Dean of Students as the Chair; four undergraduate students; two graduate students; one student from Continuing Education; one faculty member (not necessarily from CCSL); one Student Services staff member (not necessarily from CCSL); and the Secretary of CCSL. Anyone from the Council interested in joining the sub-committee was asked to notify Sabrina Catalogna.

The fall deadline for applications was October 5, 2018 at 5pm, followed by the sub-committee review meeting two weeks after the deadline, the date was yet to be confirmed. The Chair encouraged all Council members to spread the word about the fund.

CCSL Awards

The Chair explained that the CCSL Outstanding Contribution Awards recognize Concordia students, staff and faculty who have gone above and beyond their expected role at the university, making an exceptional contribution to student life or services. The awards night would take place April 10th 2019. The call for nominations would begin in the winter semester. The sub-committee membership included: the Dean of Students or a delegate as Chair; three undergraduate students; one graduate student; one faculty member from CCSL; and one Student Services staff member from CCSL. The sub-committee would review the nominations online prior to a review meeting in late February or early March. Anyone from the Council interested in joining the sub-committee was asked to notify Sabrina Catalogna.

5.2 Committee Participation Awards Program: Update on 2017-2018 Recipients

There were no issues discussed.

5.3 Big Hairy Ideas Competition Projects

Waste Not, Want Not Final Report

The Chair announced the final report for Waste Not, Want Not was submitted and circulated amongst the Council and encouraged those to read the report and to ask questions at the next meeting should they have any.

The Mapping Project Update

The Chair explained the Mapping Project looked at course curriculum, syllabus, policies and forms to highlight areas of best practices around gender, sexuality and learning diversity inclusiveness. With collaborations between professors and the gender advocacy, multiple coordination efforts are being made to provide training to professors in equality and diversity.

In addition to the Big Hairy Idea Competition Projects listed, Andrew Woodall also addressed the Council about the Concordia Centre for Creative Reuse. CUCCR continues to accept materials from on campus communities and make available to the general community for free. Tanya Poletti stated her department called CUCCR prior to their office move. Members of CUCCR helped Tanya Poletti's office sort through workplace materials and they had valued the service.

5.4 Student Services and Recreation & Athletics 2017-2018 Actuals and 2018-2019 Budgets

Tanya Poletti circulated a document containing both the Student Services and the Recreation & Athletics approved budgets and actuals from 2017-2018, as well as the approved budgets for 2018-2019. They pointed out

that the Student Services revenues were the sum of the following: a government grant based on Full-time Equivalents (FTEs); a Student Services fee of \$10.26 per credit paid by students; a grant paid by the Centre for Continuing Education to compensate for their students who may use the services provided to them free of charge by the sector; a health services grant from the university to acknowledge of the use of such services by staff and faculty; and the year-end allocation surplus. Tanya Poletti noted 90% of the budgets were allocated towards salaries and the sector's surplus was set aside to cover any future deficits in order to keep up with rising expenses such as collective agreement increases in salaries and increases to the benefit rate paid for employees and regulated by the government, while at the same time continuing to provide improved and expanded services to Concordia students.

D'Arcy Ryan presented the Recreation & Athletics (R&A) 2017-2018 year-end statement and 2018-2019 approved budget. They noted surplus for 2017-2018 and reviewed the breakdown of expenses and revenues for the upcoming year. The projected expenses are down in certain areas and with restructure due to staffing, A&R hoped to have a balanced budget by year-end.

The Chair thanked both Tanya Poletti and D'Arcy Ryan for their presentations and opened the floor for questions from the Council.

Alice Wei asked Tanya Poletti why a decrease in the FTE were projected for 2018-2019. Tanya Poletti explained the figures were based on enrolment.

Orenda Boucher-Curotte inquired could the surplus amount be used to create permanent positions at the University. D'Arcy Ryan replied and explained the amount was not guaranteed every year. Tanya Poletti added if there were new hires and with insufficient surplus it would cause budget cuts.

Lauren Farley noted many students do not know where fees are being contributed and causes frustration when waiting weeks for a service, such as seeing a counselor. Students are not always aware of the costs and this brings about a much larger issue of how best to inform them. If fees were to be increased, students would need to understand the benefits. Andrew Woodall added it may be of interest to have representatives from CSU and/or GSA attend a meeting to discuss fees since students cannot opt-out. They noted only basic information was on the website, however it should be made more accessible.

6. NEW BUSINESS

6.1. CCSL Representative for the Undergraduate Scholarship & Awards Committee

Stephanie Sarik, Director of the Financial Aid & Awards Office (FAAO) spoke about CCSL representation on the Undergraduate Scholarship & Awards Committee (USAC). They explained that the USAC was responsible for overseeing the awarding of all merit-based and needs-based awards for undergraduate students at the university. Stephanie Sarik said that some of the funds were operational, however most came from donors. They acknowledged that it was very rewarding to be a part of providing financial support to so many worthy students. The committee meets once a year and Stephanie Sarik asked for those CCSL member who would be interested in filling the position to contact them directly or the secretary of CCSL.

6.2 Points of Interest

Tanya Poletti informed the Council Student Accounts Services are located at the Birks Student Service Centre, thus providing increase students services at Birks. Annette Baldwin added deposits and petty cash are still only to be submitted to the Student Accounts Office located in the Hall Building.

Orenda Boucher-Curotte announced the Aboriginal Student Resource Centre Artisan Fair will be November 23 in the LB Atrium. Last year, with the money raised, 150 care packages were made for Indigenous people living on the street and given to four shelters. Orenda Boucher-Curotte encouraged members of the Council on September 30 to wear orange in support of honouring residential school survivors.

Marie-Josée Allard announced the emergency student fund could now upload money to student ID cards.

Lorraine Toscano thanked the Student Success Centre and their mentors for their support during the first week of the semester. The mentors were in the LB Atrium and assisted students with general information. Dianne Cmor agreed and it provided great service to students.

D'Arcy Ryan updated the Council on the Concordia athletic teams. The women's ruby team played that week. Six wrestlers represented Canada, of those three females won gold and two males won bronze. R&A are in the process of implanting a new scholarship and raising funds. D'Arcy Ryan also noted at Open House there will be free tickets handed out to upcoming games.

Several upcoming events at the university were noted:

- September 17: DNE Deadline
- September 28: Concordia Shuffle
- September 30: Orange Shirt Day to recognize the impact of the residential school system and raise awareness of the Truth & Reconciliation Commission
- October 4: LIVE Centre's Volunteer Fair in the EV atrium from 10am-3pm
- October 5: CCSL Special Projects Fund applications deadline at 5pm
- October 10: Concordia Open House 10am-4pm
- November 23: Aboriginal Student Resource Centre Artisan Fair

7. NEXT MEETING

The next meeting was scheduled for October 26, 2018 at Loyola, PC 2.115 from 10am-1:30pm. The next meeting was extended to allow time for presentations for the Special Projects requests of over \$5,000.00.

8. TERMINATION OF MEETING

In the absence of quorum, the Council members agreed to terminate the meeting without an approved motion.