

**Minutes from a Meeting of the Concordia Council on Student Life
Held on September 30, 2022
Virtual Meeting on Zoom**

PRESENT: Andrew Woodall (Chair), Lauren Broad (Secretary), Elana Bloom, Melanie Burnett, Dianne Cmor, Nicolas Durand, Lauren Farley, Matthew Fishman, Julie Foisy, Sumaiya Gangat, Hua Ge, Adia Giddings, Abigail Koff, Cassandra Lamontagne, Harley Martin, Laura Mitchell, Sarah Rahimi, D’Arcy Ryan, Julianna Smith, Masoumeh Zaare.

ABSENT WITH REGRETS: Sarah Caille, Margaret Colton, Stephanie Sarik, Antoinette Scaringi.

ABSENT: Paul Blouin, Annette Bowen, Darren Dumoulin, Deep Patel, Nour Shbib.

GUESTS: Alex Clifford (HOJO), Sabrina Dubreuil (ECA), Emily Sirota (FASA).

1. APPROVAL OF THE AGENDA

The Chair opened the meeting with Concordia’s territorial acknowledgement.

Julie Foisy put forth a motion to approve the agenda. Lauren Farley seconded the motion. The motion was put to a vote:

In favour: 11
Against: 0
Abstentions: 3

The motion passed.

2. REMARKS FROM THE CHAIR AND INTRODUCTIONS

The Chair welcomed the members of CCSL to the first meeting of 2022-2023 and explained the procedures for conducting the meeting virtually. Andrew Woodall explained that the Council was a parity committee with equal representation from students and staff/faculty as voting members. As the highest non-academic committee at the university, the CCSL would make recommendations regarding the quality of student life on campus. He highlighted the importance of student life as part of the post-secondary experience and as a partner to academic life. The Chair noted that the secretary of CCSL, Lauren Broad, would send an email to Council members following the meeting with a survey to ask for members’ preference for future meetings to be in-person or to remain virtual. The survey would also ask for each members’ preferred pronouns. Andrew Woodall asked that if a Council member had a motion to put forth at a meeting, they send it to Lauren Broad at least one week prior to the meeting so that it could be circulated and considered by the Council beforehand.

Although the Council would conduct business based on Robert’s Rules of Order, the Chair was confident that its members would work more based on mutual respect and thoughtful dialogue. Andrew Woodall emphasized that voting and non-voting members alike were encouraged to participate fully in the discussions at Council meetings. He noted that the permanent observers on the CCSL were from departments at the university that have an impact on student life, so their presence and participation was vital.

The Chair recalled some of the Council’s main priorities for the year: disbursing \$145,000.00 to student projects through the CCSL Special Projects Fund and \$20,000.00 to the Committee Participation Recognition Program (CPRP); disbursing \$140,000.00 for the Big Hairy Ideas

competition; honouring Concordia students, staff and faculty through the CCSL Outstanding Contribution Awards, as well as a review of the guidelines and eligibility requirements; collaborating with the Black Perspectives Office to hire two students to conduct research on existing systems in place at other institutions that support participation in university governance by underrepresented students; and discussion of other topics related to student life. CCSL welcomed presentations from students and groups on issues and initiatives relating to student life and invited suggestions from Council for future meetings.

Andrew Woodall wished to acknowledge the hard work of Margaret Colton and her team at the Student Success Centre for their Orientation activities that were such a huge success. He also congratulated the student associations in successfully organizing their Orientation/Frosh activities. The Chair acknowledged the efforts and initiatives of many departments that had worked tirelessly to ensure a safe and welcoming start to the term.

The Chair invited the Council members to introduce themselves.

3. UMBRELLA ASSOCIATION MEET & GREET

The Chair informed the CCSL that the CSU, GSA and all faculty associations had been invited to join the meeting to introduce themselves and give a brief overview of their association's mission and plans for the year. Andrew Woodall was hopeful that the dialogue would also be the impetus for collaboration and support between the student associations and university departments. Student representatives from the following associations were present: CSU, ECA and FASA. Each representative presented a brief overview of their association's plans and priorities for the upcoming year. The Chair thanked the representatives for their presentations.

4. APPROVAL OF THE MINUTES FROM THE MEETING OF MAY 6, 2022

D'Arcy Ryan moved to approve the minutes from the meeting of May 6, 2022 and Julie Foisy seconded the motion. The motion was put to a vote:

In favour: 8

Against: 0

Abstentions: 6

The motion passed.

5. BUSINESS ARISING FROM THE MINUTES OF MAY 6, 2022

There was no business arising from the minutes of May 6, 2022.

6. REPORTS AND ITEMS OF INFORMATION

6.1 HOJO 2021-2022 Year-End Report & 2022-2023 Budget

The Chair welcomed Alex Clifford, Assistant Manager of the CSU Off-Campus Housing & Job Resource Centre (HOJO), to the meeting. The Chair recalled that the CCSL had recognized many years ago that HOJO was a very important service run and led by students at the university by the CSU. The Council confirmed its support of the service with a financial contribution to HOJO in the amount of \$20,000.00, earmarked annually from the CCSL Special Projects Fund. He added that the annual contribution had not been needed and therefore not claimed by HOJO in the past few years. Alex Clifford presented the HOJO 2020-2021 and 2021-2022 Annual Reports and financial statements, as well as the 2022-2023 budget to the Council. They completed the presentation by explaining to the Council how HOJO wished to use the annual contribution for the 2022-2023 academic year specifically for the Student Housing Engagement Project, as described in their presentation. The total anticipated budget of the

project was \$20,000.00. The Chair thanked Alex Clifford for the presentation. It was noted that the Council would discuss the annual financial contribution to HOJO and would communicate with HOJO in the following week with their decision.

The Chair reminded the student representatives associated with HOJO to recuse themselves from the discussion and to abstain from voting on any motion for funding.

Harley Martin put forth the following motion, seconded by Sarah Rahimi:

Be it resolved that:

The Concordia Council on Student Life approve the transfer of the annual contribution of \$20,000.00 to the Off-Campus Housing and Job Resource Centre (HOJO) via the CSU for the Student Housing Engagement Project.

The Council had a brief discussion about the project and expressed their support for it. Julie Foisy asked if the funding would be tied specifically to the project itself and the Chair confirmed yes. It was also confirmed that the funds would be transferred directly to the CSU to be put towards the project expenses, rather than on a reimbursement basis similar to all other CCSL Special Projects. Andrew Woodall noted that HOJO would give a presentation the following year once again with their annual report and financials to show how the funding was spent. The Council put the motion to a vote:

In favour: 7

Against: 1

Abstentions: 6

The motion passed.

6.2 Student Services and Recreation & Athletics 2021-2022 Financials and 2022-2023 Budgets

Laura Mitchell presented the Student Services 2021-2022 Year-End Statement and the 2022-2023 Budget. She noted that the document was a draft considering that Financial Services had not yet closed the year. Laura Mitchell gave an overview of the sources of revenue, noting that the Student Services fee per credit of \$10.26 had not increased since 2009, which was a challenge as Student Services had become more involved in student life and continued to increase its offerings. Laura Mitchell noted that the budget continued to be conservative based on past numbers, as enrollment figures were unknown when creating the budget. She remarked that the government had changed the method of distributing funds to Student Services. In the past the government gave funds directly to Student Services, but currently the funds were given to Financial Services, who would then distribute it to the sector. There was a reduction in the funds in 2021-2022 because the Sexual Assault Resource Centre (SARC) had moved out of the Student Services sector. She explained that Student Services traditionally would receive a contribution from Continuing Education because their students made use of the services. However, it was not the case during the pandemic. The University also contributed funds for Health Services because the services were used by faculty and staff, as well as students. Because of these factors, the sector was in talks with the University to discuss its contribution to Student Services. Laura Mitchell highlighted that 92% of the budget was allocated to salaries. Salary and benefit increases had to be respected, despite no increase in the fee collected per credit. To keep up with these increases, the sector would need to inject funds from past surpluses to make up the difference. It was noted that these surpluses were quickly depleting. The anticipated deficit was approximately \$2 million. Laura Mitchell was happy to share that in

2021-2022, \$1,253,000 of the Student Services budget went to salaries for student workers, adding to their financial security and professional development.

D'Arcy Ryan presented the Recreation & Athletics 2021-2022 Year-End Statement and 2022-2023 Budget. He pointed out that it was similar to the Student Services budget in that the student fees for Recreation & Athletics had not increased since 2009. As well, administration and staffing made up the bulk of the expenses, including the employment of student workers. D'Arcy Ryan noted that last year the department ended the year \$128,565 over budget, largely because of the reduction in revenue generating activities due to the pandemic. Recreation & Athletics was doing similar exercises and was predicting a deficit of approximately \$2 million in the next five years. He anticipated that the sector would need to make some difficult decisions in the coming years, such as a reduction or change in services, or to generate more revenue. D'Arcy Ryan confirmed that the 2022-2023 budget had not yet been approved, but provided the anticipated numbers for reference.

The Chair thanked Laura Mitchell and D'Arcy Ryan for their presentations.

6.3 Committee Participation Recognition Program: Update on 2021-2022 Recipients

The Chair informed the Council that the Committee Participation Recognition Program (CPRP) was a financial award given annually to eligible students for their participation in student governance on any of the following governing bodies: CCSL; Senate; the Board of Governors; the faculty councils; and the School of Graduate Studies Council. Students who were not paid a salary to participate by their student group and who attended enough meetings were eligible. The Chair noted that as of 2020-2021, \$20,000 was earmarked annually from the CCSL Special Projects Fund for the CPRP. The award was calculated based on the Québec resident tuition rate per credit for the year of participation. In 2021-2022, the total amount distributed for participation on university governance bodies was \$20,340.59 for 38 students.

6.4 CCSL Sub-Committees

6.4.1 CCSL Special Projects

Andrew Woodall explained that the CCSL Special Projects Fund was 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. There was \$165,000.00 available annually, with one application deadline each semester. Of that total, \$20,000.00 was earmarked annually to support the CSU Off-Campus Housing and Job Resource Centre (HOJO). In addition, \$20,000 was earmarked annually for the Committee Participation Recognition Program (CPRP), as explained in the previous agenda item. The balance of the fund was available for student life projects. Last year 89 applications were reviewed: 69 projects were approved for a total allocation of \$145,116. Any unused funds at year-end would be held in trust and could be used for special initiatives related to student life, a decision that would be made by the Council. The Chair said that following both the fall and the winter submission deadlines, the sub-committee would review applications requesting \$5,000.00 or less online prior to a review meeting where decisions on funding for those projects would be made. The Council itself would receive presentations by applicants requesting an amount over \$5,000.00. The sub-committee membership included: the Dean of Students as the Chair; four undergraduate students; two graduate students; one student from Continuing Education (to be replaced by an additional undergraduate student as the position remained vacant); one faculty member (not necessarily from CCSL); one Student Services staff member (not necessarily from CCSL); and the

Secretary of CCSL as a voting member. Anyone from the Council interested in joining the sub-committee was asked to notify Lauren Broad.

6.4.2 CCSL Awards

The Chair explained that the CCSL Outstanding Contribution Awards recognized 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 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. A larger conversation had taken place in the previous year with regards to offering a financial reward to the award recipients. In the end, the Council decided that a full review of the guidelines and application process was needed. The sub-committee would take on that task and would give recommendations to the Council later in the year. Julie Foisy was confirmed as the Chair of the sub-committee. Anyone from the Council interested in joining the sub-committee was asked to notify Lauren Broad.

6.4.3 CCSL Student Groups

The Chair explained that this was an advisory committee to give recommendations to the Dean of Students Office, when requested, to approve new student groups that did not fall under an umbrella association, as well as to disband groups when required. The committee's work would be focused on groups that do not fall under the umbrella associations, for example fee-levy groups. The committee was created to establish a more formal process for accepting new groups. The sub-committee membership included: two students from CCSL; one Student Services staff member from CCSL; and one permanent observer from CCSL. Anyone from the Council interested in joining the sub-committee was asked to notify Lauren Broad.

7. NEW BUSINESS

7.1 CCSL Representative for the FAAO Undergraduate Scholarship & Awards Committee

The Chair explained that the Financial Aid and Awards Office was looking for a member of CCSL to sit on the FAAO Undergraduate Scholarship & Awards Committee. The committee was responsible for selecting recipients of some very high value financial awards and to review policy around the awards as needed. The secretary of CCSL would send out the mandate to Council members and would follow up to confirm a representative.

7.2 Points of Interest

- October 1, 2022: Shrine Bowl at Concordia vs. Sherbrooke
- October 3, 2022: CCSL Special Project Fund application deadline
- October 19, 2022: LIVE Centre Volunteer Fair 11am-2:30pm in the EV Atrium
- October 24, 2022: Convocation at Place des Arts
- October 25, 2022: MFSC Multi-faith Fair 11am-3pm in the EV Atrium
- November 10, 2022: CCLS Big Hairy Ideas Competition application deadline

Dianne Cmor encouraged everyone to visit the libraries and reported that the Grey Nuns space would be opening soon.

8. NEXT MEETING

The next meeting was scheduled for October 21, 2022, location to be confirmed, from 10am-1:30pm. The next meeting was extended to allow time for presentations for the Special Projects requests of over \$5,000.00.

9. TERMINATION OF MEETING

Julie Foisy motioned to terminate the meeting. Harley Martin seconded the motion. The Council put the motion to a vote:

In favour: 11
Against: 0
Abstentions: 2

The motion passed.