



## Board of Directors Meeting Minutes

<b>Date</b>	Sunday, November 22, 2020
<b>Time</b>	3:00 PM AST
<b>Location</b>	Zoom Meeting
<b>Present</b>	Rami Zokari (Chair), Joshua Sydney (Vice-Chair), Pearl Buyanzi, Brian Tumusiime, Joshua Lafond, Rhea Nankani, Adam Snow, Jason Yi, Abhinav Gaur
<b>Resource</b>	Bryn De Chastelain (President & CEO) Ashwin Khattar (Board Secretary)

### 1. Call to Order and land Acknowledgement

The meeting was called to order at 3:10 PM, and a land acknowledgement was made.

Mr. Zokari introduced the new Board Secretary, Mr. Ashwin khattar

### 2. Conflict of Interest Declaration

Mr. Zokari asked if there were any conflict of interest declarations to both the board of directors and the new Board Secretary on the call. There was no conflict of interest declarations.

### 3. President's Report

At 3:11 PM, Mr. De Chastelain, President and CEO of SMUSA, gave the presidents report (Appendix) followed by the Q&A session

### 4. Chief Governance Report

At 3:45 PM, Mr. Zokari, Chair of the Board of Directors, gave the following Chief Governance report; Mr. Zokari gave the board an update on his meeting with the four committees in which they discussed about achieving the goals and objectives for the year with the committees.

### 5. Reports of Standing Committees;



**a) Elections Committee Report-Joshua Sydney**

At 3:49 PM, Mr. Sydney, Chair of Elections Committee, gave the following Election Committee report; The Committee recently hired Ms. Yasmine Love as the new Chief Returning Officer and Mr. Danielle Steele as the new Deputy Returning Officer for the SMUSA Board of Directors election for 2021. The Committee discussed the goals and objective of the role with the new Chief Returning Officer and the Deputy Returning Officer.

**b) HR & Governance Committee Report-Adam Snow**

At 3:50 PM, Mr. Snow, Chair of the HR & Governance committee, gave the following HR & Governance committee report; The committee passed and carried few motion and they talked about forming the Elections Appeal Committee.

- The first motion committee passed and carried was to include three members of the staff or faculty on the new Election Appeals Committee.
- The second motion passed and carried was the directors of all Committees will serve under for one year and all committees will be dissolved on May 1.
- The third motion passed and carried by the committee was to appoint the new members and form the committee no later than May 31.

**c) Finance Committee Report-Jason Yi**

At 3:59 PM, Mr. Yi, Chair of the Finance Committee, gave the following Finance Committee report; The committee discussed about the trial on the proposed financial policy and discovered how practical it is. The committee is also very confident to produce good portion of the financial policy by the end of the year.

**d) Society Committee Report-Pearl Buyanzi**

At 4:00 PM, Ms. Buyanzi, Chair of the Society Committee, gave the following Committee report; The Committee held a training session for the society executives. In the training committee went over the society handbook policy and received feedback from the societies executives. The event was a success.



#### **6. Other Business**

At 4:01 Pm Mr. Zokari asked if there was any other business, there was no other business.

#### **7. In Camera Session**

Mr. Yi motioned that the board move in-camera at 4:01PM, seconded by Mr. Sydney, Motion carried.

#### **8. Adjournment**

Mr. Lafond motioned to adjourn the meeting at 3:38 PM, seconded by Mr. Gaur, Motion carried.

Meeting adjourned at 4:01PM

**Appendix:**



## President's Report

Bryn de Chastelain

November 2020

### Selection of Events Attended

- David Sobey Centre Business Retail Awards
- Remembrance Day Ceremonies

### Societies and Events

#### On-Campus Events

The Non-Academic Return to Campus Working Group is now allowed to approve on-campus events for non-academic reasons. For SMUSA, this specifically supports our societies that are looking to use campus space for their events. The timeline is still 2-4 weeks to receive approval, but we are hopeful that in the new year, societies will be able to use more campus spaces to bring students together.

#### Social Media Engagement

Our Director of Societies and Engagement and our Director of Marketing and Communications are hosting a social media session on November 23<sup>rd</sup> to help societies learn a bit more about promoting their events on social media and to learn how SMUSA can help in their promotion efforts.

#### Winter Welcome Week

With a blended delivery model in Winter 2021, SMUSA will be taking on the majority of in-person events with SAAS focusing on online delivery. We are concerned about the increase in COVID-19 cases in the HRM and will be closely monitoring the situation to ensure that any in-person events will happen safely while adhering to public health guidelines. The current plan is for the first two weeks of events in January to be online, to allow students coming from outside the bubble to have adequate time to quarantine before participating.

## **Internal/Academic Affairs**

### **International Student Quarantine**

The NS Government has created requirements for institutions to oversee the quarantine periods of any international students coming into Canada. This means that international students are currently required to isolate in residence or in a hotel, both of which cost an additional \$1500-\$2000. We are working closely with the University to get this policy changed and to allow international students to isolate at home if they are able to do so.

### **Website Renovations**

Our Director of Marketing and Communications has completed a number of renovations to the website. We are close to having a working Tutor Database and we are in the process of updating our Events Calendar to better promote the work of our societies and our executive team. This is a significant step in terms of consolidating information and we are very excited about what this will do for our promotion efforts.

### **Office Return**

SAAS and SMUSA are working on a tentative return plan for some in-person office time in December, with a larger return starting in January. This will likely result in the creation of 'work bubbles', with different groups of people coming in on different days.

Specifically, our goal is to be able to offer some in-person office hours in January to better support students who would like to meet in person.

### **Gorsebrook**

The Gorsebrook will remain closed for the duration of the Fall semester. Our Operations Manager and I are working on a plan that would have the Gorsebrook reopen in January, mostly as a study space. At this point, we have good buy-in from the university, but it will rely on public health guidelines and the COVID-19 reality following the holiday season. The Gorsebrook would function like any other restaurant with table bookings and table-only service.

### **Food Room**

The Food Room has reopened! Working closely with SAAS, our General Manager has contributed to the Food Room's reopening, with a pre-ordering service and a pickup option for students.

## **Winter 2021 Delivery**

The Winter Planning committee has approved and circulated the first of many communications to go out to students about the delivery methods for the Winter semester. They are aware of some of the initial confusion around class delivery methods and there is a significant social media campaign to follow.

## **SEM Update**

The Strategic Enrolment Management (SEM) Steering committee is working on the creation of a SEM Plan to monitor and improve SMU's recruitment and retention efforts for the next 5 years. There has been some concern the focus of SEM got too far away from undergraduate retention and so they are now looking for explicit ways to improve the recruitment and retention of undergraduate students.

## **Sexual Violence Policy**

The Sexual Violence Policy Committee is now meeting, with the goal of a completed policy review by February-March. This is an optimistic timeline, but one that we are hoping to meet.

## **Hiring + Compensation**

Our VP Academic is beginning to do a jurisdictional scan of hiring practices to see where there might be gaps for SMUSA going forward. We are keen to work with the HR and Governance Committee on this in the near future. As well, I have been looking into Board/Council compensation as well and will have a recommendation in the new year to bring to the Board and its committees.

## **External Affairs**

### **Students Nova Scotia**

- Our VP External has continued as Chair of StudentsNS and has taken on media opportunities on behalf of students in the province.
- Students NS' Advocacy Week occurred on November 2-6 and involved students from SMU, Acadia, St. Francis Xavier, CBU, and NSCC.
- Advocacy Week was very successful and culminated in a series of meetings with MLAs and higher-education stakeholders.

- StudentsNS has been active on advocating for a more equitable process for international student quarantine. To this point, we have contributed to a letter to the Minister of Labour and Advanced Education and to Dr. Robert Strang.

### **Canadian Alliance of Student Associations**

- Our VP External and I have been participating in CASA's online advocacy month, meeting with a variety of MPs, Senators, and Stakeholders, notably Minister Carla Qualtrough.
- Our VP External has been recruiting graduate students to inform their work on the CASA Graduate Advisory Group.
- I have continued to perform my duties as Chair of CASA's Board of Directors. I have taken numerous interviews for CASA during this time period, notably with the Globe and Mail and CBC.