



**Humber Students' Federation  
Board of Directors 2011-2012  
Sixth Meeting  
January 18, 2012  
Lakeshore Campus**

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**Members Present**

Bryan Tran  
Jason Scully  
Rebecca McKibbin  
Aisha Islam  
Daniel Hanna  
Bhalinder Bedi  
Kathleen MacLeod  
Rosa Figueroa  
Hansel Menezes  
Bradley Watson  
Eloise Bucais  
Christian Mangar

**Guests**

Frank Rizzi (*HSF Financial Director*)  
Nick Farnell (*HSF Community Manager*)  
Adrian Koornneef (*CRO*)  
Bass Ranjan (*DRO*)

**Excused**

Jay Siva  
Melissa Mendes

**Recording Secretary** – Vanessa Silaphet  
**Chairperson** – Nafeeza Kadir

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**1. CALL TO ORDER** at 6:30pm.

Chairperson wished a Happy New Year to the Board and welcomed them back.

**2. APPROVAL OF THE AGENDA**

B. Tran amended the agenda to have a presentation by the Snowboard and Ski Group to follow after the Executive Committee Remarks.

***Moved by:*** B. Tran

***Seconded by:*** D. Hanna

***CARRIED: YES***

***“Be it resolved that the Agenda for the Sixth meeting of the HSF Board of Directors 2011-12 is approved as amended.”***

**3. DECLARATION OF CONFLICT OF INTEREST**

No conflict of interest was declared.



#### **4. APPROVAL OF MINUTES OF THE FIFTH MEETING OF 2011-2012**

*Moved by: B. Watson*

*Seconded by: R. Figueroa*

**CARRIED: YES**

*“Be it resolved that the HSF Board of Directors approves the minutes of the Fifth Meeting of the 2011-2012 Board of Directors.”*

#### **5. APPROVAL OF EXECUTIVE COMMITTEE MINUTES**

*Moved by: R. Figueroa*

*Seconded by: H. Menezes*

**CARRIED: YES**

*“Be it resolved that the HSF Board of Directors approves the minutes of the Executive Committee Minutes”*

#### **6. EXECUTIVE COMMITTEE REMARKS (EXECUTIVE COMMITTEE)**

B. Watson updated the Board on the Services Standards Committee for the semester. With N. Kakkamani leaving the Board, this results in an available position on the Services Committee with three meetings remaining for the academic year. J. Scully has expressed interest in participating, while other Board members interested are to email B. Watson and R. Figueroa.

R. Figueroa informed the Board of a paid position provided by SSE at Humber – volunteers are needed for ensuring KPI surveys are done correctly by helping students complete them. An email will be sent out with more information; Board members interested are to email B. Watson and R. Figueroa.

#### **7. PRESENTATION: SNOWBOARD AND SKI GROUP (K. DRAUS)**

K. Draus informed the Board of his past experiences with HSF as a member of the Ski and Snowboard club in previous years. There has been continual support and interest from students requesting another ski/snowboard trip – the majority from students who have attended previous years. He is planning a ski/snowboard trip for February 9<sup>th</sup>, with the intention of fundraising by selling tickets to raffle a pair of goggles. Research was conducted for quotes of various coach bus companies for transportation and sporting stores for goggle prices – results indicated that Coach Canada and Sporting Life were the best deals. K. Draus requested for \$1, 152.58 from the Board to supply the coach bus and goggles. However, he will be charging students \$7 with an estimated attendance of 47 to 56 students for transportation costs as a security deposit. Money received from each student will be reimbursed to the HSF. For more information or any Board members interested in attending the trip, contact the Facebook group name “Humber Snowboard and Ski 2011/2012”. B. Bedi noticed a discrepancy with listed prices of lift tickets and transportation versus what they are charging students.



Questions were raised by the following Directors: B. Watson, B. Bedi, K. MacLeod, D. Hanna and B. Tran, concerning the following issues:

- Questioned the necessity of goggles if there is constant demand and interest from previous years
- Utilizing coach buses versus school buses
- Attendance of previous years
- Any preliminary funding required to attend
- If selected sporting stores are willing to donate the goggles
- Student awareness of HSF providing this trip – promotions and advertisements will include HSF via social media
- Suggestion offered of raffling seats on the bus to encourage attendance
- Confirmation of participants of the trip being Humber/GH students only

Motion to move to closed session.

Motion to re-open session.

R. McKibbin asked if Orangeville students are eligible to attend, she will provide K. Draus with her email address to further discuss and plan.

Motion to approve granting the Snowboard and Ski Group \$650, on the condition that attendees must be Humber/GH students only with valid student numbers and the event must have HSF promotion.”

**Moved by:** B. Tran

**Seconded by:** B. Bedi

**CARRIED: YES**

***“Be it resolved that the HSF Board of Directors approves to grant the Snowboard and Ski Group \$650, on the condition that attendees must be Humber/GH students only with valid student numbers and the event must have HSF promotion.”***

## **8. 2011-2012 HSF ELECTIONS UPDATE (A. KOORNNEEF)**

A. Koornneef and B. Ranjan introduced themselves to the Board as the CRO and DRO of the 2012 HSF Elections. Both the CRO and DRO updated the Board of the progress for the Elections thus far:

- Theme for the HSF Elections 2012: “Mission Possible”
- Will be maintaining a blog for the Elections, with Policy 5 available, Candidates, and Social Media feeds
- HSF has partnered with the marketing group, Stratovate, who have assisted with creating banners, flyers, videos and working on swag for distribution
- Reviewed important dates for the HSF Elections 2012
- Contests will be conducted during the campaign to raise awareness
- Currently working out logistics for the Elections Concert on March 7<sup>th</sup>
- Swag will be further researched with budget constraints
- Certain policies such as, the Online Voting policy, have been disregarded or altered, recommended the Appeal Committee be aware of these changes during the Elections period



- Approached various clubs within Humber at both campuses, volunteer lists, GHSA, Associate Deans, and Program Coordinators to expand word of mouth
- Plans to campaign in Guelph-Humber as well

Any Board members that are aware of other communication methods of how to approach prospective students/high potential candidates are to email A. Koornneef and B. Ranjan. They will develop a strategic plan to approach Directors' respective Schools and classrooms which will begin as soon as possible by end of January.

H. Menezes questioned the definition of "high potential candidates" – it was defined as peer mentors and leaders that currently exist in the school.

R. McKibbon questioned Orangeville promotion and contribution.

B. Watson affirmed the Board of the job well done thus far by the DRO and CRO and the Elections have been conducted very well.

## **9. GOVERNANCE REVIEW COMMITTEE CONSTITUTIONAL ADHERENCE (B. WATSON)**

B. Watson updated the Board on the progress of the GRC. He thanked the Board for their support with Policy reviews and approvals, as the GRC will continue to assess more policies and the Constitution.

## **10. PRESENTATION: COMEDY NIGHT SIFE HUMBER EVENT PROPOSAL (J. SCULLY)**

J. Scully welcomed the Board back from the holidays and wished them a Happy New Year and a good Winter semester. He informed the Board of the annual event Campbell's Soup holds. Student in Free Enterprise (SIFE) Humber has decided to take the initiative to conduct the event with support from the Humber Comedy students to perform – "Comedy Night SIFE Humber Event". SIFE is a Humber student run organization and the event is solely student run with support from faculty member, S. Kelso. J. Scully requested for an HSF donation of the popcorn machine and banner paper for the event.

B. Tran questioned if there is an expected attendance – this is unknown. He informed the Board that HSF had decided this past summer to no longer grant outside organizations rental of the popcorn machine due to logistical reasons. Thus, he encouraged J. Scully/SIFE to purchase pre-made popcorn to supply.

B. Watson questioned if this event could be an opportunity for the CRO and DRO to promote the Elections. A. Koornneef reminded Directors they are not allowed to inform students they will be running in the Elections (a.k.a. campaigning) due to it is currently the Nomination period.

Motion to approve J. Scully/SIFE \$100 for refreshments and banner paper for the Comedy Night SIFE Humber Event.

**Moved by:** B.Bedi

**Seconded by:** K. MacLeod

**CARRIED: YES**

**\*Abstain:** J. Scully



***“Be it resolved that the HSF Board of Directors approves to grant J. Scully/SIFE \$100 for refreshments and banner paper for the Comedy Night SIFE Humber Event”.***

## **11. POLICY RECOMMENDATIONS PART IV**

*K. MacLeod leaves at 7:31pm.*

### **Policy 8 HONORARIA:**

B. Tran explained that the intent of this policy is to describe the honoraria granted to students who occupy Board of Director and Academic Ambassador positions in recognition of service and accomplishments to the student body at large. He confirmed that HSF Executives are excluded from receiving honoraria. The assigned honoraria value will be determined annually by the Executive Committee and Executive Director and the policy sets out the criteria for receiving honoraria based on a set of minimum requirements that must be fulfilled by each respective position. Examples include:

For Board of Directors:

- Ensure that the financial decisions of the Board of Directors are appropriately aligned with the goals, mission, vision and values of the HSF;
- Suggest Policy and Procedure recommendations according to the spirit and direction set down by the Constitution;
- Represent all Members in matters affecting their common interests;
- Attend Annual Meeting of the Members, and all Special Meetings and Board of Director Meetings;
- Actively participate on a minimum of one (1) HSF committee as established by the Constitution or otherwise;
- Hold regularly scheduled office hours within HSF premises to liaise with the student body.

For Academic Ambassadors

- Direct and assist students with academic concerns;
- Maintain relationships and organize monthly meetings with all academic administrators and faculty of their Academic School;
- Provide academic representation to students through maintaining visibility and accessibility by holding regularly scheduled office hours within HSF premises;
- Plan and implement a minimum of one (1) academic related event per semester;
- Attend and encourage other students to attend the Annual Meeting of the Members.

### **Policy 9 DIRECTOR SUSPENSION:**

Recommending removing policy and adding “suspension” to Constitution alongside “Director Removal.” The Constitution will effectively deal with such instances as follows:

- 16.1 Suspension or Removal by Board of Directors.** Reasons for the suspension or removal of any Director in accordance with Article 16.9 include, but are not limited to:



- (1) Excessive unexcused absences by the Director from Meetings of the Board of Directors;
- (2) Contravention of this Constitution and/or Policy and Procedures; or
- (3) Participation in a co-op or work placement of the Institution which interferes with his/her duties as a Director.

**16.2 Suspension or Removal Procedure.** Upon recommendation by the Governance Review Committee and a resolution passed by a Majority Vote of the Board of Directors where at least three-fourths (3/4) of the Directors are present, any Director can be suspended or removed as a Director before the expiry of his/her term of office.

#### Policy 14 REPRESENTATIVE RECOGNITION:

Recommending to remove this policy in light of support for Constitutional changes with respect to Academic Ambassadors. A new policy regarding Academic Ambassadors will be presented to the Board shortly.

Motion to approve the recommendations of Policy 8 Honoraria, Policy 9 Director Suspension, and Policy 14 Representative Recognition Program as amended.

**Moved by:** E. Bucais

**Seconded by:** R. McKibbon

**CARRIED: YES**

***“Be it resolved that the HSF Board of Directors motion to approve the recommendations of Policy 8 Honoraria, Policy 9 Director Suspension, and Policy 14 Representative Recognition Program as amended.”***

#### 12. NEW BUSINESS

B. Tran informed the Board of the CSA Conference being held on February 9<sup>th</sup> – 12<sup>th</sup> in Niagara – seeking interest from Board members. B. Bedi expressed interest, H. Menezes is a potential candidate and will confirm with B. Tran soon.

#### 13. ADJOURNMENT

**Moved by:** R. Figueroa

**Seconded by:** D. Hanna

**CARRIED: YES**

***“Be it resolved that the Sixth Meeting of the HSF Board of Directors 2011-2012 is adjourned.”***

The meeting adjourned at 7:36pm.



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Chairperson

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Recording Secretary