

Minutes - Regular Meeting

December 2024 – 5:00 pm

President’s Boardroom

100 College Drive

North Bay ON P1B8K9

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| **Meeting Attendance** |
| **Present** |  | **Regrets** |
| Jacob Baisley – Chair, Faculty | Zach Lebel – Student |
| Gavin Park – Vice Chair, Faculty | Michael Brown – Administration |
| Melissa Whalen – Administration | Jessica Crook – Student |
| Aamir Taiyeb – Administration | Ginette Gagnon – Support Staff |
| Sarah Moore – Administration |  |
| Alex Mathew – Student |  |
| Jean Griffin – Faculty |  |
| Julia Tignanelli – FacultyGuest – Employee  |  |

1. **Call to Order** – at 5:05 pm by Jacob
2. **Approval of the Agenda**
* Gavin/Aamir

MOTION CARRIED

1. **Approval of the Previous Minutes**
* Approved

(Gavin/Aamir)

MOTION CARRIED

**4.0 Update on Previous Action Items**

* **GAVIN ACTION ITEM –** Provide Survey update at the next meeting
* The committee discussed what information is mass communicated to students addressing current world events and/or information that may have an impact on them (additional stress for students) and how might we better promote our support services – Jacob confirmed that these types of communications reviewed on an ad hoc basis determined by the College. The committee would like to put forward a recommendation to SET to have a process in place – **JACOB ACTION ITEM** – Draft recommendation for the committee vote
* Jacob and Jessica met with the Sustainability department to discuss food waste and food rescue possibilities. We received an update that the Sustainability department had engaged with Twiggs and our new food services provider Sodexo. They are also looking into the possibility of food rescue programs.
1. **Report on Standing List of Issues**

**5.1 CSC Activity Report (Student Representative)**

* + - Update on membership – There are now three (3) Student Council representatives at each campus
		- Student council has created a QR code for feedback

 **5.2 Health & Safety Update**

* + - Lockdown practice will be happening and there will be further communication when we are closer to the date of the practice. Gavin confirmed in the event of a lockdown or lockdown practice that key fob access is restricted
		- Health and Safety inspections will continue into the new year, as a reminder, if you see something of concern, please bring it forward, do not wait until an inspection
		- New fire systems will be coming online in the new year

**5.3 Sustainability/Technology/ Strategic Direction**

* Reminder to look at sustainability goals with other lenses than strictly environmental
* Survey to be re-reviewed and sent out to the College Community

**5.4 How to Better Support International Students**

* We had an employee from the international department join the meeting to discuss the feedback they have received from students. This feedback included admission requirements and gaps in the international admissions process. We have confirmed that these issues have been brought forward and are under review with the VPA
* The committee discussed wanted to bring a recommendation forward with our support for more international student resources – **JACOB ACTION ITEM** – Draft recommendation for vote

**6.0 New Business**

* The committee discussed services that students may need, i.e., notary services and how we might create community partnerships to provide those services to students. Once established there would be a recommendation for a list of services to assist students in accessing off-campus services.

**7.0 Adjournment** at 6:37 pm by Jacob

**Next Meeting: January 29, 2024**