

Minutes - Regular Meeting

October 2023 – 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 | Alison Johnston – Support Staff |
| Gavin Park – Vice Chair, Faculty | Elizabeth Harris – Faculty |
| Melissa Whalen – Administration | Aamir Taiyeb – Administration |
| Jessica Crook – Student | Jean Griffin – Faculty |
| Sarah Moore – Administration |  |
| Alex Mathew – Student |  |
| Michael Brown – Administration |  |
| Julia Tignanelli – Faculty  Ginette Gagnon – Support Staff |  |
| Zach Lebel - Student |  |

1. **Call to Order** – at 5:02 pm by Jacob
2. **Approval of the Agenda**

* Approved after amended - Removing 4.0 and 7.0 (Ginette/Gavin)

MOTION CARRIED

1. **Approval of the previous Minutes**

* Approved as presented (Gavin/Alex)

MOTION CARRIED

**4.0 Update on Previous Action Items**

* All previous action items listed in April’s minutes have been completed

1. **Report on Standing List of Issues**

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

* Students have brought forward concerns with CAN100. The main issue surrounds having to score 100% on all components which is leading to student frustration. Additionally, it has been flagged that there are no auditory learning options and different modalities to suit different learning styles. Lastly, concerns were brought forward about the potential of being enrolled more than once for those returning for a second program.
* Busing issues continue – Concerns brought forward from students include 45-minute waits in between buses at Commerce Court, students having 2-hour commutes home and the Aviation campus only having one bus. Petitions have been circulated and feedback was provided at the beginning of the semester to North Bay Transit, but students feel no results have been seen. Additional concerns with safety around the Transit Terminal and where students need to wait or cross to catch a different bus. There was a potential recommendation to have an open forum/town hall meeting about transit issues.
* **JESSICA ACTION ITEM** – Provide additional student concerns to Jacob to bring forward
* Student concerns about not having enough quiet places to work in between classes were discussed. The current student lounges do not provide enough space for students and the library closes at 2:30 p.m. With mixed modalities of courses, it makes it difficult for students to join in person and online as there are not enough areas for them to join online on campus and have issues with bussing back home.
* Students are concerned with the lack of events at Commerce, Aviation and West Parry Sound campuses and are feeling left out of the experience as most events take place at the College Drive Campus.
* Representative elections are coming up and there is a renewed interest at the Commerce and Aviation campus.
* Concerns with the cafeteria closing too early at 4:30 p.m., which does not allow students to have access to food services for dinner.
* Cashless option only – some students don’t have credit cards – the issue has been raised by the CSC
* **JACOB ACTION ITEM** – Bring forward student concerns to Shawn Chorney

**5.2 Health & Safety Update**

* + - Gavin to provide a Health and Safety update at the next meeting
    - Discussion around masking likely to take place at the next Health and Safety meeting – Masks continue to be available at The Village entrance
    - There has been some shift in normalization of wearing a mask when not feeling well and is encouraged
    - Gavin will ask about masks being available for student labs
    - TB Test, vaccination updates and other services –have moved to D300 – Update to follow on how to register
    - **GAVIN ACTION ITEM** – Send an email about how to register

**5.3 Sustainability/Technology/ Strategic Direction**

* The survey was put on hold as the committee felt it would be best to release it in the Fall semester (November) to capture the most feedback
* **GAVIN ACTION ITEM** – Confirm survey status
* **JACOB ACTION ITEM** - Meet with George to discuss the mandate and the survey
* Update on AI – A working group has been formed and is looking to put out guidelines on the proper uses of AI

**5.4 How to Better Support International Students**

* Noted increase in student anxiety with current world issues – How do we better encourage and promote student and health services available?
* **JACOB ACTION ITEM** – Request an update from Aamir as this is something he has been reviewing
* International Hub Resource – located in Room C106 at the College Drive campus. There are also weekly hours supporting students at the Commerce Court location and will be available virtually as well for all students.
* There will be announcements/notifications in iLearn highlighting the available workshops.
* Encourage more people to come out to events put on by the international department, events are for everyone to join in.
* Student lounge renovations (i.e. – signing out a space – like phone booths) CSC looking to purchase one for their lounge.

**6.0 New Business**

* Spread the word about the PD Symposium - Join ACE for their PD Symposium on 21st Century Learning, happening on Thursday, October 26th! Interested parties can attend the day in person in room C307 or join the sessions remotely.
* Student Printing Access – we were able to confirm that students still have access to printing access within the labs if not being used as a classroom. Students can also print at the library (paid printing)
* How do we address or reduce food waste? The CSC engaged in conversation with the new Food Services Provider. As a committee, we could look to confirm numbers to reduce over-ordering. The committee recognizes concerns with health and safety issues.
* **JACOB ACTION ITEM** – Reach out to the Sustainability department
* Update on Open House booth – Jacob attended on behalf of the College Council, he received positive feedback from prospective students and had some traffic to the booth before moving around to discuss the Council with different faculty groups
* Recorder/Secretary position is available as Melissa’s term is completed – Committee members were offered the opportunity to take the position. Melissa to stay on as recorder – Motion Carried – (Jacob/Jessica)

**7.0 Adjournment** at 6:46 pm by Jacob

**Next Meeting: TBD – Looking into Thursdays as a potential date – Please keep your Outlook calendar up to date**