



Minutes - Regular Meeting

March 23, 2023 – 5:00 pm

President's Boardroom
100 College Drive
North Bay ON P1B8K9

Meeting Attendance

Present

Jacob Baisley – Chair, Faculty
Jean Griffin – Faculty
Ginette Gagnon – Support Staff
Gavin Park – Faculty
Elizabeth Harris – Faculty
Michael Brown – Administration
Melissa Whalen – Administration
Caroline Corbett – Administration
Julia Tignanelli – Faculty

Regrets

Alison Johnston – Support Staff
Alex Mathew – Student

Absent

Jessica Crook – Student
Aamir Taiyeb – Administration
Sarah Moore – Administration

1.0 Call to Order – at 5:04 pm by Jacob

2.0 Approval of the Agenda

- Approved as presented (Gavin/Mike)

MOTION CARRIED

3.0 Approval of the previous Minutes

- Approved as presented (Ginette/Caroline)

MOTION CARRIED

4.0 Survey Update

- The survey required the removal of formatting which Gavin has completed.
- The group discussed the timing of the release of the survey – Students will be leaving as of April 21. Speaking about optimization of gathering the most student feedback. Timeline discussed for the post-reading week after Fall 2023 semester.
- Discussed reviewing the questions before the Fall launch to reflect the current landscape (i.e. – ChatGPT)

5.0 Open House

- April 15th – We do have a booth, will advise where we will be setting up.
- Any committee members that are interested in volunteering at the booth are asked to email Jacob.
- Discussion around the booth, potential materials (i.e. – information brochure) CAROLINE ACTION ITEM – Reach out to Marketing about a potential brochure creation with information about College Council.
- We discussed a logo and the potential of adding the Council College information on the main entrance display screens – CAROLINE ACTION ITEM – Reach out to Marketing about the display screens.

6.0 Update on Previous Action Items

- See “Report on Standing List of Issues” no other updates provided.

7.0 Report on Standing List of Issues

7.1 CSC Activity Report (Student Representative)

- No new concerns were brought forward via student representatives.

7.2 Health & Safety Update

- Health and Safety concerns with footwear due to weather.
- Reminder about workplace inspections and confirmed training of new Health & Safety committee members.
- Confirmed masks will no longer be provided.

7.3 Contract faculty – accelerating process of getting new staff into banner

- Removal from the standing list of issues.

MOTION (Gavin/Mike)

7.4 Covid-related issues and challenges

- Removal from the standing list of issues.

MOTION (Ginette/Jean)

7.5 Sustainability/Technology/ Strategic Direction

- Discussion on student printing and the amount of printing – concern under review by the Sustainability department.
- Confirmed we can recycle whiteboard markers – discussed potential areas for recycling drop-off areas – concern under review by Sustainability department.
- Technology – Email attachment scanning technology deployed.
- Technology – Multi-factor verification is being rolled out – for students and staff – already being rolled out slowly by department.
- Technology – Single Sign On – Current under review, strategic goal for the year.

7.6 How to Better Support International Students

- We reached out to Admissions regarding items brought forward by students about tuition increase communications. Currently under review with Admissions and Student Experience and Success.
- Committee members brought forward students not having a space to make phone calls – Many students are on speakerphone in the hallways as there is no place for them to make a call. ACTION ITEM JACOB – Bring issue forward to Shawn.

8.0 New Business

- Student issue brought forward to a committee member about issues with booking space in the library, students are not able to book due to other students using it for social media purposes (TikTok) – Recommendation for students to reach out to the library to provide feedback during the occurrence.

9.0 Adjournment at 6:17 pm by Jacob

(Gavin/Ginette)

Next Meeting: April 12th, 2023