

Minutes - Regular Meeting

January 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 | Alex Mathew – Student |
| Jessica Crook – Student | Aamir Taiyeb – Administration |
| Sarah Moore – Administration |  |
| Julia Tignanelli – Faculty |  |
| Ginette Gagnon – Support Staff |  |
| Jean Griffin – Faculty |  |

1. **Call to Order** – at 5:03 pm by Jacob
2. **Approval of the Agenda**
* Ginette/Sarah

MOTION CARRIED

1. **Approval of the Previous Minutes**

**Approved**

* Gavin/Jean

MOTION CARRIED

**4.0 Update on Previous Action Items**

* Gavin to provide the survey to Jacob and then the rest of the committee. Once approved we will circulate to relevant departments (Sustainability, Information Technology Services (ITS), and Academic Centre of Excellence) for review to ensure no overlap in feedback gathering. -**GAVIN ACTION ITEM**
* Further discussion about the mass communication of world events to students took place and the committee reviewed potential recommendations and concluded that students receive the news at the same time and there may be no way to enhance the service provided, we will be tabling this discussion, recognizing the time it takes to draft and take a stance and would likely not be timely and will continue on an ad-hoc basis.

**5.0 Meeting Candence**

* Meetings for February/March/April will be scheduled by the end of the month – asking all members to update their Outlook calendars for availability

**6.0 Succession Planning**

* Jacob and Gavin are entering their final term this semester for Chair and Vice-Chair
* We will need to elect a new Chair and Vice-Chair within the coming months and would like to put a call out to all existing or new members
1. **Report on Standing List of Issues**

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

* + - The CSC is in the process of finalizing events across all campuses – recycling contest, meeting with CSC members, themed day, recognizing international days
		- The CSC will be hosting a trail hike and bonfire for international students during Reading Week
		- Sanitary dispensers are rolling out across campuses – waiting for products to come for the units
		- A CSC call out for students who might be interested in joining, the executive team will be graduating next year. Elections will take place in March, more details to follow.
		- CSC has partnered with Nippising for a Food Rescue program. Check social media for weekly posts – NUSU center on Friday afternoon. Monday-Friday 8:00 a.m. to 8:30 p.m. – You will need to present a student card to access the program.

 **5.2 Health & Safety Update**

* + - More to come on the Lockdown procedure practice, we will be notified closer to the date – There were questions about the button that deactivates anyone from coming in, could this be pressed during lockdown practice? Gavin will bring this forward at the next Health and Safety Meeting **GAVIN ACTION ITEM** Could more information about the various bells (fire and lockdown) be included in CAN100 that would include the sounds for clarification? – Reach out about CAN100. **JACOB ACTION ITEM**
		- 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
		- We are encouraging everyone to review the recent email about the Canadore Safe App
		- Increased security around campuses
		- Discussion around parking lot issues with snow, reducing available spots. Could a reminder be provided on winter parking etiquette?
	1. **Sustainability/Technology/ Strategic Direction**
* The committee wanted to highlight the new Sic Sox Circular Ltd textile box. Sic Sox Circular Ltd is an Indigenous-led start-up company looking to divert used textiles from our landfills. They accept the following items: household and industrial textiles in all conditions, bedding, towels, and pillows in all conditions, clothing in all conditions, gently used shoes and handbags, and stuffed animal toys. Two new bins at our College Drive and Commerce Court campuses. There will also be clothing collection drives at our Aviation campus.
* Survey to be re-reviewed and sent out to the College Community

**5.4 How to Better Support International Students**

* The committee felt it was best to table this discussion given the current events, communications have gone out with the latest updates to the College community.
* Conversation Club for students looking to meet new people and practice their speaking and conversation skills. Staff, faculty, and other students are also welcome to attend.
* Workshops – Can come into classes and talk about services – There is a notable increase at the Hub after these sessions

**6.0 New Business**

* No new business was brought forward during this meeting

**7.0 Adjournment** at 6:09 pm by Jacob

**Next Meeting: Monday, February 26, 2024**