

November 13th, 2025 – 5:00pm
B311 – College Drive Campus
100 College Drive, North Bay ON P1B8K9

Members Present: Jacob Baisley (Chair, Faculty), Gavin Park (Vice Chair, Faculty), Michael Johns (Admin), Sarah Moore (Admin), Connor Andrews (Support Staff), Ziyaad Rajabalee (Support Staff), Rebecca Morin (Support Staff), Ksenia Gvozdikova (Support Staff), Colleen Piekarski (Faculty), Jacob Ricci (Faculty)

Members Absent: Dig Paul Singh (Support Staff), Vimal Savsani (Faculty), Sruti Panicker (Student), Reece Sommerfeld (Student), Madison Sutherland (Student)

1.0 Call to Order

The meeting was called to order at 5:04pm by Jacob Baisley.

2.0 Approval of the Agenda

Moved by Gavin Park

Seconded by Rebecca Morin

CARRIED

3.0 Approval of the Previous Minutes

Moved by Sarah Moore

Seconded by Gavin Park

CARRIED

4.0 Orientation for New and Returning Members

4.1 Introductions and Welcome

Members introduced themselves and engaged in a brief discussion about their roles. The executive shared a short overview of the Council's mandate and history.

4.2 Member Teams Site

Members previewed their new MS Teams site.

Jacob B will invite members to their new team in the coming weeks.

ACTION ITEM – JACOB B

4.3 Updates to Website

Members discussed the website and required administrative updates.

Jacob B will request that the website be updated with the new council members, meeting dates, and newly approved minutes.

ACTION ITEM – JACOB B

4.4 Discussion of Vacant Roles

Members discussed the vacant faculty and admin positions. Members were encouraged to reach out if they know anyone that may be interested.

Jacob B will reach out to the faculty union and the President's office for filling faculty and admin vacancies.

ACTION ITEM – JACOB B

Members discussed the vacant recording secretary position. There were no interested members at the time.

5.0 Update on Previous Action Items

Completed action items from the previous meeting included:

- sharing the College Council logo with members
- reaching out regarding internet disconnection capabilities in computer labs

There were no incomplete action items.

Jacob B will follow up with ITS on the status of internet disconnection capabilities for computer lab-based assessments.

ACTION ITEM – JACOB B

6.0 Report on Standing List of Issues

6.1 CSC Activity Report (Student representative)

No student reps were present.

Additional members who work with CSC shared information on various programming initiatives that have been completed this semester and those that are upcoming.

6.2 Health & Safety Update

No Health and Safety Committee meeting had been held yet for the academic year.

Members shared concerns that many individuals in the college community aren't following fire safety guidelines in the event of a fire alarm – particular attention was placed on methods to more effectively communicate these procedures to contract employees and international students.

Gavin will bring the fire safety concerns to the next Health and Safety Committee meeting.

ACTION ITEM – GAVIN

6.3 Sustainability / Technology / Strategic Direction

Members discussed the proposed long-term care home on-site at College Drive and its recent news coverage.

Members discussed the difficulties associated with strategic planning at a time when external priorities and mandates are in flux.

6.4 Supporting Students

Members discussed options for the College to better support English language development in students for whom English is not their first language.

Members learned that a hub at the Commerce Court campus is being explored, as well as a possibility of offering preparatory support for international students preparing to write their IELTS tests after graduating.

6.5 Supporting Employees

Members shared concerns around employee and student safety – particularly in scenarios when faculty are isolated or in environments with added hazards.

A complaint was made regarding a particular student and employee interaction that was not resolved to the employee's satisfaction. Concerns were raised that potential flaws in our safety processes could result in injury to staff and students.

Gavin will bring the issue forward to the next Health and Safety committee meeting.

ACTION ITEM - GAVIN

Members discussed the possibility of reviving the College's *Wellness Week* initiatives in some capacity. Those who were Canadore employees at the time remember the event fondly and believe it could be an excellent way to bring staff together.

6.6 Operating Manual Review

The members who had been working on the operating manual review said their first draft is nearly complete.

Jacob B and Gavin will finalize the draft and send to Council members in advance of the December meeting.

ACTION ITEM – JACOB B & GAVIN

7.0 New Business

7.1 Seeking a Recorder

The executive reiterated that the Recording Secretary position had not yet been filled and asked members to consider whether they would like to take on the role for next time.

7.2 Future of Chair and Vice-Chair Roles

The executive informed the members that the current Chair and Vice Chair are serving the final year of their term and that the positions will be up for election soon.

Members were encouraged to consider putting their name forward for nomination.

8.0 Adjournment

Jacob B moved to adjourn at 7:01pm.

CARRIED

Minutes submitted by: **Jacob Baisley**

Approved by Council on: January 22, 2026 