

Council on Student Services

Minutes of Meeting – October 31, 2016

5:00 – 7:00 pm, Suite 313, Koffler Student Services Centre

ATTENDANCE:

Voting Members:

Present:

- Beth Ali, Executive Director, Faculty of Physical Education & Health
- Brie Berry-Crossfield, GSU
- Lucy Fromowitz, Assistant Vice-President, Student Life
- Mala Kashyap, APUS
- Modele Kuforiji, APUS
- John Monahan, Warden, Hart House
- Mark Overton, Dean of Student Affairs, UTM
- Desmond Pouyat, Dean of Student Affairs, UTSC
- Meredith Strong, Director, Office of the Vice-Provost, Students
- Sarah Wheeler, GSU
- Thomas Wood, CSS
- Jackie Zhao, (QSS)

Regrets:

- David Newman, Senior Director, Student Experience, Student Life

Absent:

- Jasmine Denike, UTSU
- Ryan Gomes, UTSU
- Mathias Memmel, UTSU
- Cassandra Williams, UTSU

Non-voting Members: Adam Kuhn (Secretary), Jim Webster (Assessor), Rita O'Brien (Assessor), Serena Persaud (Assessor)

Guests: Sandy Hudson, Richie Pyne

Chair: To be announced

Recording Secretary: Andrea Dell'Anno

1. Introductions and COSS Orientation

Secretary Kuhn advised that CoSS will proceed with introductions and the Orientation program until quorum is achieved. Secretary Kuhn read the Statement on Acknowledgement of Traditional Land.

Each member introduced themselves.

Secretary Kuhn presented the CoSS Orientation.

2. Meeting Called to Order

Upon achieving quorum, Secretary Kuhn called the meeting to order at 5:38 pm. As the position of Chair to CoSS is vacant, Secretary Kuhn advised CoSS can establish a Chair *pro tempore* to conduct the business of this meeting according to Bourinot's Rules of Order.

On a motion made by Fromowitz, seconded by Monahan, and carried unanimously by all voting members of CoSS, it was resolved:

THAT Secretary Kuhn be appointed CoSS Chair *pro tempore* until such time as CoSS nominates a Chair for UAB approval.

3. Approval of Agenda

Chair Kuhn requested any amendments to the agenda.

Fromowitz requested that Business Arising should be listed as item 6 and then Adjournment as item 7. Chair Kuhn added that the approval of minutes should be added as an item after the approval of agenda.

On a motion made by Kashyap, seconded by Strong, and carried unanimously by all voting members of CoSS, it was resolved:

THAT the October 31, 2016 CoSS Meeting agenda be approved as amended.

4. Approval of Minutes

Chair Kuhn requested any modifications to the minutes of CoSS Meeting of February 22, 2016.

As no modifications were presented and on a motion made by Overton, seconded by Ali, and carried unanimously by all voting members of CoSS, it was resolved:

THAT the minutes from COSS Meeting #6 (2015-16) of February 22, 2016 be approved as presented.

5. 2016-2017 Chair Appointment

Chair Kuhn advised CoSS that the nominee's CV had been circulated, and invited the nominator to speak to the qualifications of their nominee.

Berry-Crossfield recommended Sandra Hudson as Chair for CoSS as someone who has been at the University for over ten years, has participated in University governance and is very aware of student unions, governance and policy. Hudson was also on Governing Council this past year.

Chair Kuhn advised that CoSS would proceed *in camera* for the discussion of this agenda item. On a motion made by Chair Kuhn, seconded by Kashyap, and carried unanimously by all voting members of CoSS, it was resolved:

THAT CoSS will proceed *in camera* for the discussion of 2016-17 CoSS Chair nominee.

Chair Kuhn requested guests step out while CoSS is *in camera*.

CoSS proceeded *in camera*.

On a motion made, duly seconded and carried, it was resolved:

THAT Sandra Hudson be the nomination for the 2016-17 CoSS Chair.

CoSS returned to open session.

Chair Kuhn congratulated Hudson for nomination to UAB as Chair for the 2016-17 CoSS cycle.

6. Scheduling CoSS for 2016/17

Chair Kuhn reviewed the COSS schedule for this cycle. He informed the membership that the second meeting has been scheduled for November 30, 2016, in which Hart House will present the overview of services and programmes. He further advised the third CoSS meeting must take place the week of January 9, in which Athletics and Recreation (KPE) will be presenting. The fourth CoSS meeting will be held the week of January 16, and the fifth CoSS meeting will be scheduled the week of January 23.

Chair Kuhn requested feedback from CoSS as to members' preferred time to attend these meetings. He added that a doodle poll will be circulated to confirm exact dates, but at this time is hoping to have a sense of preferred days during the week.

Pouyat responded that the CSS meeting will be held on January 9 between 5:00 – 7:00 pm.

Fromowitz advised CoSS that after the budgets are presented, each of the student unions have requested an opportunity to present the information to their constituent groups. In the past, a two week period was given between the budget presentations and budget votes. If each of the student unions would like this pause after the budgets are presented, it is important to prepare accordingly. She asked that each union confirm to the Secretariat that they are able to meet with/schedule their respective meetings.

Chair Kuhn asked, in anticipation of the winter semester, if Tuesday or Thursday evenings from 5:00 – 7:00 pm would be suitable and received no objections. A doodle poll will be sent out after this meeting to choose subsequent meeting dates. There was some discussion on possible dates.

Chair Kuhn added that November 30 will be our second CoSS meeting and January 13 is the deadline for any CoSS business that must go to UAB. He informed members that the January and February dates are critical meetings when CoSS receives and reviews all budgets and to have the opportunity for the student unions to bring it back to their respective constituents prior to voting in time for recommendation to UAB.

Chair Kuhn thanked members for the helpful information for CoSS cycle planning. He requested any other feedback or questions around the scheduling for the 2016-17 year.

Monahan added that in terms of the presentations from each of Student Life, Hart House and Athletics and Recreation, last year, tours were offered as part of these presentations. He noted Hart House would be happy to host the meeting and tour on November 30, 2016 and asked if CoSS would be interested in this. CoSS agreed to the November 30 meeting being held at Hart House. Chair Kuhn suggested an optional tour be offered before or after the meeting, to which Monahan agreed.

Likewise, Ali advised KPE would do the same.

Chair Kuhn reminded CoSS that any questions pertaining to a specific unit or program, does not require members wait for a CoSS meeting, as we can always assist in facilitating those meetings outside CoSS.

Follow up Item: Circulate doodle poll to members to determine remainder of 2016-17 CoSS meeting dates.

7. Business Arising

Chair Kuhn requested any other business or questions, receiving none.

On a motion made by Zhao, seconded by Wheeler and carried unanimously, the meeting ended.

These minutes were approved at the subsequent COSS meeting of 30/11/2016 and are now the record.



20/01/2017

Chair Kuhn *Pro Tempore*