



Trent Durham Student Association

55 Thornton Rd. S
Oshawa, On L1J 5Y1
905-435-5102

Meeting: BOARD MEETING			
Date: September 29th, 2023.		Time: 3:30pm	
Place: Zoom			
Members in attendance			
Riley Ambrose President	Anthony Coulter VP of University Affairs	Avica Singh VP of Campus Life	Margaret Williams Chair of the Board
Andrew Rose	Victoria Osso	Sabrina Chan	Samantha Martin
Marcus Nieva	Misha Chopra		
Ehima Osazuwa Executive Director (Non-Voting)			
Members absent with regrets			
Members absent without regrets			
Ganga Rajesh	Alex Roy		

1.	Call to order – 3:35pm
2.	Land Acknowledgement - Presented by the chair Margaret Williams -
3.	Roll Call
4.	Chair Remarks - None

5.	<p>Approval of Previous Meeting Minutes</p> <ul style="list-style-type: none"> - September board meeting <p>Motioned by Ambrose, seconded by Nieva</p> <ul style="list-style-type: none"> - Passes unanimously
6.	<p>Review of Action Items</p> <p>Ambrose spoke on a couple of the action items</p> <ul style="list-style-type: none"> - We are currently working with a volunteer to work on the student engagement aspect of the strategic plan - For Chair responsibilities, we will be doing that later on in the year
7.	<p>Call for New Business</p> <p>Add Wage increase for student staff, chair, and student executives to agenda</p> <p>BIRT TDSA board Amend Item #21 (VPUA Title Change Referendum) to be a decision item</p> <ul style="list-style-type: none"> - Motioned by Coulter, seconded by Ambrose - Passes unanimously <p>BIRT TDSA board strikes item #19 (2SLGBTQ+ Students Post/Stance) from the agenda</p> <ul style="list-style-type: none"> - Motioned by Ambrose, seconded by Coulter - Passes unanimously
8.	<p>Approval of Agenda</p> <ul style="list-style-type: none"> - Motioned by Ambrose, seconded by Chan - Passes Unanimously
9.	<p>Declaration of Conflict of Interest</p> <ul style="list-style-type: none"> - Coulter, Ambrose, and Singh all expressed having a conflict of interest for item #25 (Salary Increase for student executives)
10	<p>Executive Updates</p> <ul style="list-style-type: none"> - The executives went over their updates. They spoke about what they have been up to for the month of September which was a busy month with a focus on staffing needs, referendums, Orientation, Get involved week, National Truth and Reconciliation Day, OUSA papers/GA and approving new clubs - The president also spoke about colleges in Durham and whether that is feasible.

11	<p>Board Updates</p> <ul style="list-style-type: none"> - Nieva spoke on the ORD committee and the work they have been doing. They have made major changes to the job description policy
12.	<p>OUSA GA</p> <p>Be it resolved that: The TDSA Board of Directors nominate Alex Roy to attend OUSA GA as a TDSA Observer. (Motion to amend from delegate to observer, Coulter - mover and Ambrose - seconder)</p> <ul style="list-style-type: none"> - Coulter went over the parameters for the OUSA GA observer. Two students tend to go each year, one being the policy analyst and the other being a board member at large. Ambrose nominated Roy as the board observer <p>Motioned by Coulter, seconded by Ambrose</p> <ul style="list-style-type: none"> - Passes unanimously
13	<p>CEO Contract Extension</p> <p>Be it resolved that: the TDSA Board of Directors approves the extension of the Chief electoral job contract until November 17th.</p> <ul style="list-style-type: none"> - Ambrose went over the role of the CEO. He spoke about needing a CEO to run the second set of referendums taking place in November. It would be beneficial to have the same person run this election as September <p>Motioned by Ambrose, seconded by Coulter</p> <ul style="list-style-type: none"> - Passes unanimously
14.	<p>By-Election Dates</p> <p>Be it resolved that: The TDSA Board of Directors approve the By-election dates.</p> <ul style="list-style-type: none"> - Ambrose went over the dates for the election. It will run like a typical election process, but this time around there will only be 2 referendums and no election. <p>Motioned by Ambrose, seconded by Coulter</p> <ul style="list-style-type: none"> - Passes unanimously
15	<p>AGM Date</p>

	<p>Be it resolved that: The TDSA Board of Directors approve December 5th as the date for the fall General meeting.</p> <ul style="list-style-type: none"> - Ambrose went over the date for the AGM and the importance/history of it. We usually have an AGM twice a year, once in the fall and once in the winter. <p>Motioned by Ambrose, seconded by Osso</p> <ul style="list-style-type: none"> - Passes unanimously
16.	<p>Administrative Coordinator Job Description</p> <p>Be it resolved that: The TDSA Board of Directors approve the Administrative Coordinator job description.</p> <ul style="list-style-type: none"> - Ambrose went over the need to hire a new staff with the TDSA. This is in response to the assessment of our staffing position. Preferably we are looking for someone who recently graduated from TRent Durham. They will be acting in the administrative role, and they would also be acting as a representative when in the office. <p>Coulter: Are there any job qualifications? Ambrose: yes, a bachelor's degree Rose: It talks about in the job description how you are looking to hire a recent Trent graduate. Do you have a network on how you want to find someone who fits that bill Osazuwa: Preference is to give to Trent Durham Students, we have the Trent Alumni network and connections within the University. We want it to be a Trent graduate because they pay fees to us, and we want it to be a starting opportunity for these students.</p> <p>Motioned by Ambrose, seconded by Osso</p> <ul style="list-style-type: none"> - Passes unanimously
17	<p>Hiring Panel for Administrative Coordinator</p> <p>Be it resolved that: The TDSA Board of Directors approve the hiring panel for the Administrative Coordinator (Executive Director, SAL, VPUA, and Nieva)</p> <ul style="list-style-type: none"> - Ambrose ceded time to the executive director who spoke about the hiring panel for the position. Nieva was nominated by Coulter to be on the hiring committee, and Nieva accepted the nomination. <p>Motioned by Ambrose, seconded by Coulter</p> <ul style="list-style-type: none"> - Passes unanimously
18.	<p>ORD Policy Change - Job Description</p> <p>Be it resolved that: The TDSA Board of Directors approve the changes to the job description policy</p>

	<ul style="list-style-type: none"> - Nieva went over the changes to the Job Description policy. It has been agreed to change the name of the VPUA position which has to go to referendum. <p>Coulter: When ORD met, we met to discuss changes to the VPUA job description. We ended up swapping some responsibilities between the President and the VPUA. There were also some clerical changes that were made.</p> <p>Ambrose: The goal was to focus on the VPUA position, but we reviewed the whole policy. We made 3 major changes, removal of the advocacy commissioner, changed some language regarding executives being part of the board of directors of CASA, and we added the credit limit per term to each of the executive positions.</p> <p>Coulter: Within OUSA's policy, there is a clause that says for one to run for an executive position they have to get approval from their board of directors. We added this into the job description for CASA also.</p> <p>Motioned by Ambrose, seconded by Coulter</p> <ul style="list-style-type: none"> - Passes unanimously
20	<p>Executive Transition Process Policy - Delegation</p> <p>Be it resolved that: The TDSA Board of Directors task the ORD committee to create an executive transition policy</p> <ul style="list-style-type: none"> - Ambrose went over the importance of the executive transition package and process and how it functions. The TDSA has been operating on a yearly basis for this, there is no set policy for this. He would like to task the ORD committee to do this. <p>Motioned by Ambrose, seconded by Coulter</p> <ul style="list-style-type: none"> - Passes unanimously
21.	<p>VPUA Title Change Referendum</p> <p>Be it resolved that: The TDSA Board of Directors send the VPUA title change to a referendum.</p> <ul style="list-style-type: none"> - Coulter spoke about how the VPUA title does a bad job portraying what his job does. He has little interaction with the University, and the majority of his job has to do with interacting with external individuals. He would like to see the title to be changed to Vice President External Affairs <p>Ambrose: Back in the day, this role was more involved in the University affairs. But now they are more focused on external affairs, especially with the addition of CASA.</p> <p>Motioned by Coulter, seconded by Ambrose</p> <ul style="list-style-type: none"> - Passes unanimously

22	<p>Hiring Committee for Chair Position</p> <p>Be it resolved that: the TDSA Board of Directors approve the hiring panel for the Chair of the board of directors, with Alex Roy as the Board Member.</p> <ul style="list-style-type: none"> - Ambrose went over why we need to hire a new chair. Our current chair has taken a new full time external role and would no longer be able to do the role of Chair. The current chair will be stepping down from this role. As far as the hiring committee goes, it does not make sense for an executive to be on the panel as the chair holds the exec accountable. - Ambrose nominated Roy <p>Motioned by Ambrose, seconded by Roy</p> <ul style="list-style-type: none"> - Passes unanimously
23.	<p>Wage Increase for student staff</p> <p>Be it resolved that: TDSA Board of Directors approve an increase in the hourly wage paid to the TDSA student staff and the Board Chair, based on the fact that Ontario minimum wage increased on October 1st, 2023.</p> <ul style="list-style-type: none"> - Coulter went over the increase of minimum wage in the province. In the past, anytime the minimum wage was increased we increased staff wages based on that increase. <p>Ambrose: Just to note that our student staff are paid above minimum wage, this is just to ensure that they are still paid above minimum wage based on the previous gap.</p> <p>Motioned by Ambrose, seconded by Coulter</p> <ul style="list-style-type: none"> - Passes unanimously
24	<p>Wage increase for chair</p> <p>Be it resolved that: The TDSA Board of Directors approve an increase in the wages paid to the Chair of the Board of Directors, based on the fact that Ontario minimum wage increased on October 1st, 2023.</p> <ul style="list-style-type: none"> - Coulter went over the increase of minimum wage in the province. In the past, anytime the minimum wage was increased we increased staff wages based on that increase. <p>Ambrose: Since the chair is affected by this, does Margaret have to leave the room? Osazuwa: No, as Margaret is leaving this role.</p> <p>Motioned by Ambrose, seconded by Coulter</p> <ul style="list-style-type: none"> - Passes unanimously
25	<p>Salary Increase for student executives</p>

	<p>Be it resolved that: The TDSA Board of Directors approve an increase in the wages paid to the student executives, based on the fact that Ontario minimum wage increased on October 1st, 2023.</p> <ul style="list-style-type: none">- The executives left the room while this discussion was held.- Ambrose went over the possibility of having an in person board meeting this semester. <p>Motioned by Rose, seconded by Nieva</p> <ul style="list-style-type: none">- Passes unanimously
25.	<p>Adjournment</p> <p>Meeting ends at 4:36pm</p>