

**Executive Board Meeting 21-18**  
**Wednesday, December 8, 2021 @ 3:30pm**  
**Remote Meeting, Microsoft Teams**

**This meeting was done remotely through Microsoft Teams, due to unusual circumstance laid out by the response to COVID19**

**Called to Order 3:36pm**

**Present** Baig, S. Chui, Della-Vedova, Dhiloon, Devarapalli, Jayachandran, McCauley, Teel

**Late** Fleming

**Absent**

**Others Present** J. McGowan (GM), V. Scott (Recording Secretary), M. Wooder (MCD), Kavya Patel (SWHAT Coordinator), Neha Shah (WGEN Director)

**1. Adopt Agenda**

**Moved** by Baig, **seconded** by McCauley to adopt the agenda, as presented.

**Amendment**

- Scott – Strike Food and Beverage Recommendation from Open Session.

**Moved** by Baig, **seconded** by McCauley to to adopt the agenda, as amended.

**Motion Passes**

**2. Adopt Minutes**

**Moved** by Baig, **seconded** by S. Chui to adopt the minutes of Executive Board meetings 21-16 – November 24, 2021 and 21-17 – December 1, 2021, as circulated.

**Fleming arrived at 3:38pm**

**Motion Passes**

**3. PCC Report – report was circulated**

- Devarapalli summarized the report.

**4. SWHAT Report – Kavya Patel presented**

- Patel summarized the report.

**Questions**

- Wooder stated that he would be happy to help and has spoken to the Director of HR and is aware of what's going on. He stated that they will continue to promote SWHAT. Wooder stated that he understood that Patel was looking for a certain number to meet historic service offerings and asked if this was the number they had in the past. Patel responded that they would like the service to be operational and could look into if anything needs to be adjusted. They explained that they had 60 volunteers before the pandemic but wasn't sure about how the response to COVID-19 would create restrictions.
- Scott pointed out that if they wanted 10 walkers per shift that the MUSC lounge that was secured for SWHAT would hold that many with two members being allowed in MAPS for a total of 12 per shift. Patel stated that they forgot that the MUSC space would accommodate 10 people.

**5. WGEN Report – Neha Shah presented**

- Shah summarized the report.

**6. Compensation of Benefits Review**

- McGowan explained that they will be sending out an RFP to get costing for a review. He explained that the goal was to find someone to partner with to make sure staff pay was market competitive and in compliance with the pay equity legislation. He explained that they've been having a hard time finding qualified candidates for positions. McGowan added that the last time this was taken on was back in 2013 so this was overdue. He stated that they were hoping to have the RFP concluded by early January with bringing the fee to MSU inc once concluded. McGowan added that historically these reviews cost anywhere from \$15,000 to \$28,000. He stated that it would be interesting to see this initiative in today's market.
- Della-Vedova asked if in the past this was well received and useful.
- McGowan answered that in the years he has been with the MSU they have undertaken two reviews. He stated that this resulted in amending the pay structure and how to do wage reviews. McGowan added that they may find that with regards to minimum wage going up the MSU are no longer market competitive with salaried positions. He explained that they would also look at benefits and flex time being on par with the market.

**7. Closed Session**

**Moved** by S. Chui, **seconded** by Baig that the Executive Board move into Closed Session.

**Motion Passes**

## Return to Open Session

### Rise and Report

- Della-Vedova reported that the Board had a discussion in closed session about Food and Beverage Ad-Hoc Committee recommendations. They stated that the Board discussed the pros and cons as well as the recommendations that were specific to the motion being brought forward.

**Moved** by S. Chui, **seconded** by Baig that the Executive Board approves a partnership agreement with Compass Group, Chartwells under the follow conditions

- a. The minimum financial terms are as outlined in the current proposal
  - b. An Advisory Committee is struck to provide oversight of the partnership and meet its intended purposes. This is to comprise of SRA, MSU Board of Directors, MSU staff and Chartwell representatives
    - i. The purpose of Advisory Committee will be to provide guidance for all operations including but not limited to;
      1. Product offerings
      2. Service delivery
      3. Marketing and Promotions
      4. Space utilization
      5. Staffing
      6. Financial performance and Capital Investment
  - c. Recognizing the services would be led by a 3<sup>rd</sup> party management staff, full-time undergraduates be given first opportunity for employment at all locations. Staff will be provided training comparable with what is provided within the McMaster community
  - d. Similar employment opportunities be given to current management staff with Chartwells
  - e. The partnership be evaluated during the 2024-25 year to evaluate if it is meeting its intended purpose of financial viability, student enjoyment and value to students
  - f. The agreement is reviewed by legal counsel
- S. Chui stated that McGowan went over any questions that they all had and it seems as though Compass Group seems to suit our needs the most, and that the Board should move forward with this motion.

### Vote on Motion

#### Motion Passes

### 8. Strike Hiring Committees

- Devarapalli went over the requirements for hiring committees.

**a) PCC Director**

**Moved** by Della-Vedova, **seconded** by S. Chui that Executive Board strike a hiring board for the Pride Community Centre (PCC) Director consisting of the Vice-President (Administration), the outgoing Pride Community Centre Director, an Equity and Inclusion Office representative, an Executive Board Member, and an alternate Executive Board member.

**Nominations**

- Della-Vedova
- S. Chui - Alternate

**Vote on Motion****Motion Passes****b) SHEC Director**

**Moved** by S. Chui, **seconded** by Baig that Executive Board strike a hiring board for the Student Health Education Centre (SHEC) Director consisting of the Vice-President (Administration), the outgoing Student Health Education Centre Director, a Student Wellness Centre Representative, an Executive Board Member, and an alternate Executive Board member.

**Nominations**

- Fleming
- Baig - Alternate

**Vote on Motion****Motion Passes****c) WGEN Director**

**Moved** by S. Chui, **seconded** by Baig that Executive Board strike a hiring board for the Women and Gender Equity Network (WGEN) Director consisting of the Vice-President (Administration), the outgoing Women and Gender Equity Network Director, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- Fleming
- S. Chui - Alternate

**Vote on Motion****Motion Passes****d) Maccess Director**

**Moved** by Baig, **seconded** by S. Chui that Executive Board strike a hiring board for the Maccess Director consisting of the Vice-President (Administration), the outgoing Maccess Director, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- Della-Vedova
- Baig - Alternate

**Vote on Motion****Motion Passes****e) Diversity Services Director**

**Moved** by Baig, **seconded** by S. Chui that Executive Board strike a hiring board for the Diversity Services Director consisting of the Vice-President (Administration), the outgoing Diversity Services Director, an Equity and Inclusion Office representative, a University representative, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- Dhiloon
- Jayachandran - Alternate

**Vote on Motion****Motion Passes****f) Macademics Coordinator**

**Moved** by S. Chui, **seconded** by Jayachandran that Executive Board strike a hiring board for the Macademics Coordinator consisting of the Vice-President (Administration), the outgoing Macademics Coordinator, an Executive Board Member, and an alternate Executive Board member.

**Nominations**

- Teel
- Della-Vedova - alternate

**Vote on Motion****Motion Passes****g) FCC Director**

**Moved** by S. Chui, **seconded** by Baig that Executive Board strike a hiring board for the Food Collective Centre Director consisting of the Vice-President (Administration), the outgoing Food Collective Centre Director, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- Fleming
- Baig - Alternate

**Vote on Motion****Motion Passes****h) CRO**

**Moved** by S. Chui, **seconded** by Baig that Executive Board strike a hiring board for the Chief Returning Officer consisting of the Vice-President (Administration), the outgoing Chief Returning Officer, the Administrative Services Coordinator, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- Dhiloon
- Baig - Alternate

**Vote on Motion****Motion Passes****i) Spark Director**

**Moved** by S. Chui, **seconded** by Baig that Executive Board strike a hiring board for the Spark Director consisting of the Vice-President (Administration), the outgoing Spark Director, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- Teel
- S. Chui - Alternate

**Vote on Motion****Motion Passes****j) Maroons Coordinator**

**Moved** by S. Chui, **seconded** by Baig that Executive Board strike a hiring board for the Maroons Coordinator consisting of the Vice-President (Administration), the outgoing Maroons Coordinator, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- S. Chui
- Dhiloon – Alternate

**Vote on Motion****Motion Passes****k) FYC Coordinator**

**Moved** by Baig, **seconded** by S. Chui that Executive Board strike a hiring board for the First Year Council Coordinator consisting of the President, the outgoing First Year Council Coordinator, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- Dhiloon
- Baig - Alternate

**Vote on Motion****Motion Passes****l) EFRT Director**

**Moved** by S. Chui, **seconded** by Baig that Executive Board strike a hiring committee for the EFRT Director, consisting of the Vice-President (Administration), one (1) Executive Board member, the Medical Director, a rep from Security Services, and the outgoing EFRT Director and an alternate Executive Board member.

**Nominations**

- S. Chui
- Della-Vedova - Alternate

**Vote on Motion****Motion Passes****m) SWHAT Coordinator**

**Moved** by S. Chui, **seconded** by Baig that Executive Board strike a hiring board for the SWHAT Coordinator consisting of the Vice-President (Administration), the outgoing SWHAT Coordinator, an Executive Board Member, and an alternate Executive Board member

**Nominations**

- Jayachandran
- Teel - Alternate

**Vote on Motion****Motion Passes****9. Information and Questions**

- Wooder stated that there was promotions for the Grind, offering half-priced lattes from 830-1030 for the exam period. He added that Campus Events started the 12 days of exams promo, and they could enter to win each day. Wooder reported that PTM roles are now online.

**10. Other Business****a) Sponsorship & Donations Committee Recommendations – Shania Atcha**

- Jayachandran went over the recommendation that was circulated.

**Moved** by S. Chui, **seconded** by Baig that the Executive Board approve the recommendation from the Sponsorship and Donations Committee to provide a \$250 donation to Shania Atcha, as circulated.

**Motion Passes**



**b) Sponsorship & Donations Committee Recommendations – Arts and Science Musical**

- Jayachandran went over the recommendation that was circulated.

**Moved** by Baig, **seconded** by Chui that the Executive Board approve the recommendation from the Sponsorships and Donations Committee to provide a \$100 donation to the Society of Arts & Science, as circulated.

**Motion Passes****11. Adjournment and Time of Next Meeting****Time of Next Meeting:**

**Tuesday, January 11, 2022  
1:30pm  
Remote Meeting, Microsoft Teams**

**Moved** by Baig, **seconded** by Della-Vedova that the Executive Board meeting be adjourned.

**Motion Passes**

**Adjourned at 5:11pm**

/vs