

# VANIER COLLEGE COUNCIL Date:

Friday, Sept 13th 2024 | Time: 5:00 pm | Room# VC 120

## 1.0 WELCOME

### 1. CALL TO ORDER

Meeting was called to order at: 5:05 pm

Moved by: Dua Siddiqui

Seconded by: Juaria Mohamed

In Favour: 6 Against: 0 Abstain: 0

### 1.2 ROLL CALL

#### COUNCIL MEMBERS

VOTING MEMBERS		EX-OFFICIO MEMBERS	
Excellva Addow	President	Vandria Hepburn	Speaker
*Vacant	Chief of Administration (Interim)	*Vacant	Chief Returning Officer
*Vacant	VP Academic & External Affairs	Eric Kennedy	Office of the Head
Moyosola Fajemirokun	VP Finance		
Gemner Sandoval Fuentes	VP Media & Promotions		
Dua Siddiqui & Leah Nicholas	Orientation Chair		
*Vacant	VP Social/Cultural (Interim)		
*Vacant	Director of Finance		

*Vacant	Director of Media and Promotions (Interim)	
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*Vacant	Director of Outreach	
Amira Moses	Director of Social/Cultural	
*Vacant	Chair of Athletics (Interim)	
*Vacant	Vice-Chair Athletics	
*Vacant	Commuter Representative (Interim)	
*Vacant	Resident Representative	
*Vacant	First Year Representatives	
*Vacant	First Year Representatives	
Juaría Mohamed	YFS Representative	

LATE REPORTS SUBMITTED: Dua Siddiqui,

REGRETS SUBMITTED: Leah Sole

ABSENT:

### 1.3 ACCEPT TODAY'S AGENDA

Moved by: Juaría Mohamed

Seconded by: Amira Moses

In Favour: 6 Against: 0 Abstention: 0

### 1.4 ACCEPT MEETING MINUTES FROM JULY 22<sup>nd</sup> 2024

Moved by: Dua Siddiqui

Seconded by: Amira Moses

In Favour: 6 Against: 0 Abstention: 0

### **1.4.1 ACCEPT MEETING MINUTES FROM AUGUST 5<sup>th</sup> 2024**

Moved by: Dua Siddiqui

Seconded by: Amira Moses

In Favour: 6 Against: 0 Abstention: 0

### **2.0 SPEAKER'S REMARKS**

- The minutes missed (August 12<sup>th</sup>, 16<sup>th</sup>, and 22<sup>nd</sup>) will be included in the agenda of the upcoming meeting.

### **3.0 OLD BUSINESS**

### **4.0 NEW BUSINESS**

#### **4.1 President**

##### **4.1.1 Office Hours**

- Excellva Addow requested the availability of council members to schedule them accurately throughout the week. A discussion began on the times for office hours and a vote was raised on the appropriate times, 10:00 am – 4:00 pm (Mon – Fri) was agreed upon.

##### **4.1.2 Expectations for the fall semester**

- Excellva Addow began a discussion on what all council members expect from each other throughout their role. Some expectations mentioned were time management, trust, communication, accountability, collaboration, taking breaks, presence at events, patience, transparency, adaptability, and respect.

##### **4.1.3 Cleaning up the lounge for welcome week**

- Excellva Addow encouraged members to assist in straightening up the front and back office to ensure it is presentable for the events to come
- She also advised the members to state their availability during welcome week to the Director of Social/Cultural or herself

##### **4.1.4 Intramural**

- Excellva Addow mentioned that all council members must sign up for at least two (2) intramurals per term and shared the deadlines for the upcoming sports. She also expressed gratitude to Gemner Sandoval Fuentes for his contribution in the promotion of intramurals
- Gemner suggested rage dodgeball for the council to participate in.

##### **4.1.5 Reports**

- Excellva Addow stated that reports start on September 16<sup>th</sup> and are due every Friday at 5:00 pm. She also reminded the team of the demerit list.

##### **4.1.6 Montreal**

- Excellva Addow mentioned that Vanier College is in conversation with Schulich in regard to the trip. She has been in search of bus/transportation services and is waiting for a response from Schulich regarding further planning.

- A discussion began on which college would be ideal to collaborate with if there is no further communication from Schulich and the deadlines we need to abide by.

#### 4.1.7 Uploading or sending any invoice to VP Finance

- Excellva Addow requested that council members who make purchases on behalf of the council need to send their receipts (all forms) to the VP Finance to ensure that they are reimbursed on time. She also expressed the importance of filling out a requisition form.

#### 4.1.8 Orientation Review

- Excellva Addow began a discussion on the member's general overview of Orientation Week. Suggestions brought up were hosting an event involving food to gauge interest when selling tickets, hosting an event before orientation week starts, adhering to set timelines, having a space for first years to engage with in between events, assigning captains to specific duties,

#### 4.1.9 Elections

- In regards to the Chief Returning Officer (CRO) position, Excellva Addow mentioned that along with her, Vandria Hepburn and Moyosola Fajemirokun will be conducting interviews with the candidates. She stated that in the event that none of the candidates are successful, the Speaker will then serve as the CRO.
- In terms of interim positions, Excellva expressed that if any members are able to assist in filling positions that would be greatly appreciated, so that the workload required for a council is met. The positions available are Academics, Outreach, Athletics, Media and Promos assist, Finance assist, and Social assist

#### 4.1.10 Tabling September 18<sup>th</sup>

- Excellva Addow stated that SCLD reached out to her regarding tabling in Vari Hall between the hours of 11:00 am - 3:00 pm. She spoke on the benefits of tabling from her experience and expressed how she believes it will encourage others to not only learn more about the college and council but also possibly apply to become a part of it. Excellva then started a discussion on the availability of council members to assist in tabling (a Google form was created).
- Dua Siddiqui raised a question on whether the option of selling the remainder of Orientation Week kits was possible, a discussion started on the price (\$25-\$30) and the form of payment appropriate for said event.
- Gemner Sandoval Fuentes suggested the use of a QR code linked to the website for the purchase of the mentioned Orientation Week kits

#### 4.1.11 Prizes for O-Week \$1-\$150 gift card and an iPad costing \$550 (tax included) •

- Excellva Addow clarified the number of gift cards with the VP Finance and O Chair. She also stated the importance of purchases to be made and the need for clear communications.
- Excellva reminded the council of the missing speaker and audio box and to continue the search
  - She also suggested hosting athletic events with prizes for the community.

## 4.2 Director Social/Cultural

### 4.2.1 Welcome Week

- Amira Moses laid out the schedule for the week as well as opened the discussion for the social sub-committee and if any council members would like to volunteer to fill out the Google form.

## **5. Motions/Additions/Resolutions**

### 5.1. Motion to accept resignation of council member

- Vanier College motions to accept the resignation of Hanna Atif as Chief of Administration for the 2024 year

Moved by: Juaria Mohamed

Seconded by: Amira Moses

In Favour: 6 Against: 0 Abstain: 0

### 5.2. Motion to accept resignation of council member

- Vanier College motions to accept the resignation of Tenda Kiggundu as Director of Media and Promotions for the 2024 year

Moved by: Amira Moses

Seconded by: Dua Siddiqui

In Favour: 6 Against: 0 Abstain: 0

### 5.3. Motion to accept resignation of council member

- Vanier College motions to accept the resignation of Fadzai Katsenga as Athletics Chair for the 2024 year

Moved by: Amira Moses

Seconded by: Juaria Mohamed

In Favour: 6 Against: 0 Abstain: 0

### 5.4. Motion to accept resignation of council member

- Vanier College motions to accept the resignation of Keshavi Lepagaran as Commuter Representative for the 2024 year

Moved by: Amira Moses

Seconded by: Moyosola Fajemirokun

In Favour: 6 Against: 0 Abstain: 0

### 5.5. Ratification of Council Budget

- Vanier College motions to spend \$1,600.08 (One Thousand Six Hundred Dollars and Eight Cents) on Tree Top Trekking for Welcome Week

Moved by: Amira Moses

Seconded by: Juaria Mohamed

In Favour: 6 Against: 0 Abstain: 0

#### 5.6. Ratification of Council Budget

- Vanier College motions to pay Renee the DJ \$850 (Eight Hundred and Fifty Dollars) on DJ for semi-formal

Moved by: Juaria Mohamed

Seconded by: Amira Moses

In Favour: 6 Against: 0 Abstain: 0

#### 5.7. Ratification of Council Budget

- Vanier College motions to reimburse Hanna Atif (ex-Chief of Admin) a sum of CAD 136.00 (One Hundred Thirty-Six Dollars) for Orientation week

Moved by: Gerner Sandoval Fuentes

Seconded by: Amira Moses

In Favour: 6 Against: 0 Abstain: 0

#### 5.8. Ratification of Council Budget

- Vanier College motions to reimburse Dua Siddiqui (O-Chair) a sum of CAD 1,107.87 (One Thousand One Hundred Seven Dollars and Eighty-Seven Cents) for Orientation week purchases

Moved by: Juaria Mohamed

Seconded by: Amira Moses

In Favour: 6 Against: 0 Abstain: 0

#### 5.9. Ratification of Council Budget

- Vanier College motions to reimburse Moyosola Fajemirokun (VP Finance) a sum of CAD 229.33 (Two Hundred Twenty-Nine Dollars and Thirty-Three cents) for Orientation week purchases

Moved by: Dua Siddiqui  
Seconded by: Juaria Mohamed  
In Favour: 6 Against: 0 Abstain: 0

## **6. Adjournment**

- Adjourn meeting @ 6:36 pm

Moved by: Dua Siddiqui  
Seconded by: Juaria Mohamed  
In Favour: 6 Against: 0 Abstention: 0

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Reports September 16th - 20th

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### **Excellva Addow- President**

- Created teams for intramural
- Submitted TUUS forms for welcome week
- Attended welcome week events
- Continued planning Montreal
- Brainstormed ideas to boost athletics morale
- Attended CPA
- Attended tabling hosted by SCLD
- Worked on getting invoices for the audit
- Worked on constitution document
- Hiring for Media and Promos team
- Hiring for CRO
- Attended meeting
- Started election timeline
- Typed up meeting minutes from missed meetings
- Created calendar and itemized expectation per department

**Vandria Hepburn- Speaker**

- Attended “Meet the Execs” event from 10-12:30
- Created and sent out agenda for September 13th meeting
- Chaired September 13th meeting
- Participated in intramural sport (tennis)
- Assisted in cleaning the council office
- Interviewed candidates for CRO position
- Communicated with the president on the CRO position and the responsibilities of it

**Gemner Sandoval Fuentes- VP Media and Promotions**

- Media content for o-week
- Recaps.
- Welcome week content
- Hirings for VM&P

**Amira Moses- Director Social Cultural Affairs**

- Completed Welcome Week Schedule
- Submitted Office Hour Availability to VP Promos
- Facilitated Trivia Night/Manhunt, Crafts and Friendship Bracelets, and Vanier Olympic Showdown
- Reached out to Clubs in Montreal
- Filled TUUS Forms for Halloween Week
- Sold Tree Trekking Tickets
- Created Social SubCommittee
- Reached out to Montreal clubs
- Started brainstorming Montreal itinerary

**Juaria Mohamed- YFS Representative**

- Attended Sept 13 council meeting
- Help Plan Out Montreal
- Cleaned up Council Back Office
- Helped set up Games for Vanier Welcome Week

**Dua Siddiqui- O Chair**

- Nothing to report

Moyosola Fajemirokun

Leah Nicholas