

**Student Affairs Board  
Innis College Council  
Thursday, October 26, 2017 at 10:30 am  
Events Room, Innis Residence**

**Minutes**

**Present:**

Alfaro, Yolanda, *ICSS President*  
Arbow, Elspeth, *Student Representative*  
Boere, Donald, *Registrar (Assessor)*  
Burley Hollows, Sarah, *Assistant Dean,  
Student Life*  
Chien, Jannie, *Front-Line Advisor*  
Fu, Helen, *Student Representative*  
Johnson, Kate, *Librarian*  
Keil, Charlie, *Principal*

Liu, Alice, *Student Representative*  
Peschke, Troy, *Student Representative*  
Ransom, Lesi, *Student Representative*  
Switzer, Marta, *Events & Programs  
Coordinator*  
van Arragon, Lukas, *Student Representative*  
Weststrate, Ben, *Communications Officer  
(Assessor)*  
Worgan, Tim, *Dean of Students & Residence  
(Assessor)*

**Regrets:**

Aziz, Ibraheem, *Student Representative*  
Farah, Zakerie, *Student Representative*  
Granger, Lucas, *Student Representative*  
Hayes, Alatheia, *Undergraduate Don*  
Lees, Miranda, *IRC President*

Redmond, Ashlee, *ICSS Executive*  
Rogal, Bella, *Student Representative*  
Ye, Carol, *Principal's Appointee*  
Yule, Joe, *Student Representative*

**1. ELECTION OF MODERATOR & SECRETARY**

Lesli Ransom was acclaimed as Moderator.  
Troy Peschke was acclaimed as Secretary.

**2. MINUTES OF THE MEETING OF FEBRUARY 10, 2017**

A Motion to approve [the Minutes](#) was moved (Burley Hollows), seconded (Liu), and carried.

**3. BUSINESS ARISING FROM THE MINUTES**

None reported

**4. OFFICE OF STUDENT LIFE REPORT**

Sarah Burley Hollows, Assistant Dean, Student Life, reported the following:

- **CCR:** A report from last year indicates that we continue to be, per capita, the most involved college
- **Orientation:** Congratulations to the ICSS Orientation Coordinators for a well-run, and

shortened Orientation

- There are **18 Portfolio** chairs covering 11 portfolios this year. All are volunteer students except for the Transition and Support Don.
- **Four new student life-related initiatives this year:**
  - **Innis Cultural Connections Program (ICCP):** A pairing of domestic/international first-year students, initiated before school began, to facilitate for peer-to-peer connections. Participants are directly invited to attend "international" programming throughout the year, including the International Film Series (Principal's Office); a Ripley's Aquarium during Thanksgiving (OSL); and an ESL interview boot camp (OSL).
  - **Partnership between Innis College and "The Agency":** An off-campus hub/incubator, supporting social innovation by students. Agency staff work with OSL Social Innovation Chairs, Lily Yang and Malvika Nair. A successful event was held on September 23, and a field trip to the Centre for Social Innovation will be held on October 23.
  - **Service Learning:** An OSL portfolio with a newly expanded scope that goes beyond volunteerism to include a more facilitated self-reflection and learning experience. Very similar to community engaged learning that is experienced in some of our own Urban Studies classes.
  - **IN2U Leadership Certificate:** This program is being re-envisioned, and an opportunity to provide input and feedback for the Winter term will be communicated in November.
- **Career Certificate Program:** Continuation of a successful partnership with Trinity and Woodsworth Colleges. Participants meet on Fridays over 6 weeks, in each term, for workshops on resumes, interview boot camp, social media and networking, etc. 140 people between the three Colleges signed up the Fall session.
- **"On Location" Advisors** (formerly "Embedded Advisors"): Representatives from the CIE, Health and Wellness, the Academic Success Centre, and the Career Centre are dedicated to supporting Innis students again this year. The new Career Educator, Mary Stefanidis, is an Innis College alumna, former ICSS President, and now student life professional. Mary joins us from her previous roles at University of Waterloo while covering Kate Bowers' maternity leave this year (congratulations Kate!).
- **Alumni Mentorship Program:** another successful cycle is underway, following a launch reception on October 24. There are approximately 30 pairings of alumni and students this year, and we are looking to host a larger-scale event in February that brings all involved parties together, as well as distribute a monthly newsletter to highlight some of the pairings' activities

Weststrate brought attention to the team of work-study students working alongside the Office of Student Life and the Committee Chairs providing communications support (e.g., graphic design, social media, registration, promotion). This team can additionally support any Innis College student/admin groups, who require communications and event assistance.

Liu, as sitting Communications Assistant, explained her role in creating the biweekly newsletter, which is the primary communications vehicle to Innis students. Liu reported that newsletter open rates have been consistently high this year (~30%).

## 5. RESIDENCE LIFE REPORT

Sarah Burley Hollows, Assistant Dean, Student Life, reported the following:

- Dons completed a 2-week intensive training in August, involving divisional and central training with other Colleges through the Residence Life Training Committee (of which Innis Residence Life Coordinator Sonja Smiljanic is an organizing member). Session highlights include: Student Development Theory; Indigenous education; sexual violence prevention and response; bystander training; mental health education and support; conflict resolution; equity, diversity and inclusion; suicide alertness and response; and core values exploration and support.
- Overall don programming focusses on supporting leadership, students, and communities, as well as safety management through on-call responsibilities.
- This year the dons are contractually required to complete one-to-one check-ins with each of their students by the end of October. These meetings align with similar implementations across campus (i.e., UC, Woodsworth College, Grad House) and aim to more closely connect dons with their students so that they may provide more individualized support and care. Sonja Smiljanic reports that the initiative, including early intervention and resource referrals, has been going very well.
- Once again this year, each don is also contractually required to formally support the efforts of the IRC and OSL Committees. Each don is assigned to one major IRC program for the academic year for which they act as the lead don liaison and support event planning and delivery. Dons attend and support bi-weekly IRC meetings and provide Residence Life reports. Each don is assigned to sit on, and support, at least one OSL Committee.
- Changes to the don programming requirement to make room for the new one-on-one check-ins were minimal, but this does deflect a slight change in focus away from “active” programs (which IRC and OSL Committees are focussed on) and toward more community management and student support, by having dons spend quality time with every student.
- Looking ahead: Dons are attending an inter-College Fall *In-Service Training Day* on October 14. Session topics include: compassion fatigue and vicarious trauma; solidarity and ally-ship; and mental health support. A Winter In-Service Training will take place on January 13, 2018.

## 6. ICSS PRESIDENT’S REPORT

Yolanda Alfaro, ICSS President, reported the following:

- Fall By-election (Sept 21-22) went well thanks to elections committee. A few vacancies remain on Council.
- Financial audit of CINSSU has been submitted to auditors and currently awaiting final report.
- The basement locker rental process is being modified to ensure they are being paid for through the ICSS—in response to students bringing personal locks.
- Orientation Week was successful. The budget is now closed.
  - Alfaro observed that because of the shortened length of Orientation this year,

student drop-off rates were lower, but upper-year leaders may have enjoyed it less because of the nostalgia of past tradition.

- Burley Hollows noted that an Orientation participant survey were distributed and data will soon be available.
- Worgan reported that Council of Deans has made adjustments to stretch some transition/orientation events throughout the Fall term.
- Basement storage (2 Sussex Ave.) was cleared out during the summer. The ICSS plans to develop a resource bank for clubs to use.
- **Recent events:** “Blessing bags” (Oct 2); Homecoming (Oct 5); trip to Downey’s Farm (Oct 15)
- **Upcoming events:** Annual General Meeting (Nov 14); Halloween club night (Oct 26); planning has begun for annual Formal and Winterfest

## 7. IRC PRESIDENT’S REPORT

Miranda Lees, IRC President, submitted the following report in lieu of her attendance:

- **Recent events:** Annual House Olympics, Halloween haunted house, and pumpkin carving

## 8. RECRUITMENT, ADMISSIONS, AND AWARDS COMMITTEE REPORT

Donald Boere, Assistant Principal & Registrar, noted that RAAC has not met yet this term.

Marta Switzer, local Gordon Cressy Leadership Award Coordinator, reported that Cressy applications are due, to her, on November 17.

Principal Keil reminded the group that the annual Innis Student Awards Ceremony will take place on November 22 at 6 pm in Innis Town Hall.

## 9. STUDENT SERVICES COMMITTEE REPORT

Sarah Burley Hollows reported that at the previous SSC meeting, the Committee approved \$50,000 for the Lobby Renovation Project. Burley Hollows reminded student representatives of the importance of attending SSC meetings as this particular decision was made by very few students (i.e., a poorly attended meeting).

Principal Keil noted that lobby furniture is on backorder and will likely arrive at the end of November.

## 10. OFFICE OF THE REGISTRAR REPORT

Registrar Donald Boere reported the following:

- Daniela Pirraglia, Associate Registrar, Administrative, is on maternity leave. Her replacement, Pauline Martini, had been on a medical leave since her role began.
- Tammy Pecoskie, Frontline Advisor, has been seconded to the Faculty of Law for one year. Recent Innis graduate Jannie Chien is the acting advisor.

- Four academic motivation sessions entitled, “What Motivates You?,” are being held again this year, after a very successful response in 2016.

## **11. OTHER BUSINESS**

### **A. Art Committee Proposal**

Lesli Ransom, Student Representative, reported that an Art Committee was launched last year to feature Innis student art around the college. This year, she proposes that artwork be selected by the end of the semester and installed in January 2018. The following locations under consideration: east atrium lobby south wall; Innis café west wall; Innis library.

Each location would have an Innis-related theme that reflects the student experience and Innis’s core values. Ransom encouraged Board members to suggest themes and names of artists directly to her, as the primary organizer of the Committee.

A Motion to strike a special Art Committee was moved (Ransom), seconded (Peschke), and deliberations ensued.

Principal Keil recommended connecting with Ennis Blentic, Associate Director, Advancement, regarding alumni art submissions. He also suggested extending the contribution deadline to give artists more time to create.

Worgan inquired as to whether the art will be a permanent fixture, or if it will be periodically rotated. Ransom noted that the goal for this year is just to get the art on the walls, but it would ideally rotate in the future.

Boere inquired about the security of the art, to which Ransom confirmed that the work would be in acrylic frames and drilled into the walls.

Principal Keil inquired about the longevity of this project, and questioned who will be in charge of it once the special Committee dissolves. Weststrate proposed entrenching it in the Council By-laws as a permanent “standing” Committee.

The motion was carried.

### **B. Shared Calendars**

Ben Weststrate, Communications Officer, reminded the Board of the series of shared Google calendars, which allow for easier planning and monitoring of other offices’ and groups’ events. The calendar will be reinstated again this year.

### **C. Innis in the News**

Weststrate has been in discussion with Principal Keil to develop a process for amassing news stories of (or written by) Innis community members, as well as a platform to disseminate such stories. More information will follow, but anyone who encounters Innisian news features are asked

to forward them to Weststrate.

## **12. ADJOURNMENT**

A Motion to adjourn was moved (Alfaro), seconded (Worgan), and carried.