



UNIVERSITY OF
TORONTO
SCARBOROUGH

Council on Student Services Minutes of the meeting held on Monday, October 15, 2012 at 5:00 p.m.

Members: D. Pouyat, L. Arnason, T. Doyle, A. Love, J. Bramer, S. McRoberts, A. Al-Baalawy, A. DeLeon, K. Siewrattan, N. Dixit, A. Adamo, H. Sun, I. Afrah, K. Wok, B. Minia, S. Yasui, S. Manzano, H. Perez, C. Mazin, J. Bastwrous, D. Tittil, M. Verbrugghe, N. Rosemond, S. Maharaj, G. Arale

Non-Members: N. Ahmed, J. George, J. Stronghill, E. Broomfield, F. Sheilds, J. Crasta, R. Nehrin, A. Bashir

1. Welcome & Introductions: Desmond Pouyat:

Mr. Pouyat welcomed everyone to the new CSS cycle. He was pleased with the turnout and looks forward to having a productive and collaborative year that will continue to build around Student Services. He noted the growth of the campus as well as the exciting time to be part of it as a leader. Ms. Arnason began introductions, with everyone introducing themselves and their roles on campus.

2. Approval of Agenda:

MOVED: A. DELEON SECONDED: A. BAALAWY

AGENDA APPROVED

3. Approval of Meeting Minutes – March 19, 2012

MOVED: A. DELEON SECONDED: A. BAALAWY

MOTION CARRIED

4. Overview of CSS

Ms. Arnason presented an overview of the agenda along with the review of the binder and schedule. She stated that there has been an increase in funding which moved from \$30,000 to \$40,000. She also stressed the importance of student in CSS: Students have their voice and create funding and opportunities for students. She explained that CSS' role is to provide advice to UAB with all directors, registrar, and administration listening to student issues in order to build and develop the best student experience possible.

Ms. Arnason also explained how the sub-committees function, with at least one member from each advisory group also being a member of CSS to ensure cross-communication. She introduced the

purpose of each advisory committee, with each director giving brief details. She outlined the Student Affairs organizational chart and the CSS Advisory Committee organizational charts before summarizing. At the end of her presentation, she asked feedback on successes of the program and improvements that they would like to see.

Ms. Arnason went through the binder and explained all sections. She encouraged the group to keep their minutes and agendas neatly in their binder. Ms. Arnason brought attention to Meeting dates, explaining that meetings are held on Mondays from 5 – 7 pm. The meeting dates have been determined with the Enhancement Fund deadlines in mind. She stressed the importance of attendance to all meetings as funding decisions will be voted on and quorum needs to be met.

5. Election of CSS Chair Nominations

Ms. Arnason explained that she acts as CSS Chair until a Chair is elected. If quorum is not reached for a particular vote, the Chair will step down as Chair to vote and Ms. Arnason will act as Chair.

Abdalla Al-Baalawy nominated Adrian DeLeon. Mr. DeLeon ran uncontested and was elected the chair of the 2012-2013 CSS.

6. Appointment to Advisory Committees

Ms. Arnason explained the advisory committees serve to provide an understanding of student services and how they connect to the budget and delivery of programs and services.

Academic Advising & Career Centre Advisory Committee:

Brandon Minia

Health & Wellness Advisory Committee:

Kavita Siewrattan

Athletics & Recreation Advisory Committee:

Kavita Siewrattan

CSS Finance Sub-Committee:

Abdalla Al-Baalawy

Adrian DeLeon

Alex Adamo

Narsingh Dixit

He Song Sun

Enhancement Fund Sub-Committee:

Simone-Louise Yasui

Katrina Kwok

Sarahlyn Manzano

Bylaws Sub-Committee:

Abdalla Al-Baalawy

Adrian DeLeon

Department of Student Life Advisory Committee:

Kavita Siewrattan

Brandon Minia

7. Presentation by Jennifer Bramer, Director of Academic Advising and Career Centre:

Jennifer presented about advising, coaching, workshops and purpose of why students visit her department. She touched all points about the students transitioning experience and events that were planned in order to enhance student experience. She also discussed engagement highlights and plans future plans for Academic Advising and Career Centre.

MEETING ADJOURNED