

# Minutes

CCSS Board of Directors meeting, October 21, 2024 4:30pm  
Virtual meeting via ZOOM, various locations

SOLANKI, Prince (BoG).....External Executive	CHAUHAN, Ayush..... Interurban Director
LEYLAND, Sean (BoG).....Interurban Executive	CHOU, Angela ..... Interurban Director
VACANT .....Lansdowne Executive	HAGOS, John ..... Interurban Director
SINGH, Talwinder.....Finance Executive	VACANT..... Lansdowne Director
PLOURDE, Talhia .....W&A Director	VACANT..... Lansdowne Director
TRAN, Phuong (Polly).....International Director	VACANT..... Lansdowne Director
BALUYUT, Terence .....Pride Director	CHADA, Aksh..... Lansdowne Director
PATTERSON, Rose .....Indigenous Director	GUDIEL, Pedro Jose ..... Off Campus Director
UNARCE, Elaine.....Sustainability Director	SOLANKI, Purav ..... EdCo
BULT, Olivia.....Women’s Director	..... EdCo
DUBEY, Purvi.....Interurban Director	.....

**Attending:** Prince Solanki, Sean Leyland, Talwinder Singh, Talhia Plourde, Polly Tran, Rose Patterson, Olivia Bult, Purvi Dubey, Ayush Chauhan, Angela Chou, John Hagos, Aksh Chada, Pedro Gudiel, Elaine Unarce

**Absent:** Terence Baluyut,

**Guests & Staff:** Michel Turcotte, Christine Desrochers, Matthew Martin, Gord Rant, Michael Glover, Emily Schudel

**Regrets:** Purav Solanki

**I Call to Order**

- a) **Meeting called to order by Speaker of Council**  
Angela called the meeting to order at 4:33pm
- b) **Recognition of Coast Salish Territory**  
Angela acknowledged the Coast Salish Territory on which the meeting is being held. Camosun College Student Society serves students on the traditional territories of Lekwungen and W̱SÁNEĆ speaking peoples, T’souke, Scia’new and Pacheedaht First Nations

**II Ratification of Agenda/Approval of Previous Minutes**

Attendance

Late regrets:

**MOTION**           **Gudiel/Tran**  
*BIRT the CCSS Board of Directors approve late regrets from Purav Solanki*  
**CARRIED**

Approval of the agenda

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**MOTION**            **Plourde/Gudiel**  
*BIRT the CCSS Board of Directors approve the agenda as presented*  
**CARRIED**

Approval of Previous Minutes-October 07, 2024

**MOTION**            **Chada/Gudiel**  
*BIRT the CCSS Board of Directors approve the minutes from the October 7, 2024 as presented*  
**CARRIED**

## III Presentations/Resignations/Guest Business/Announcements/etc.

- a) Open education, open textbooks, and ZTC-**Emily Schudel** introduced herself, thanked the Board for having her and started sharing her screen. She explained that she is the Chair for the Centre for Excellence in Teaching and Learning, and an instructional designer in e-learning and open education at Camosun and she has been at the college for 11 years. Today she is here to talk to the group about open textbooks and zero textbooks cost courses at Camosun. She spoke to the CCSS Board of Directors a couple of years ago and wants to update the current Board and get member input on how CETL can better advocate to save costs for students because that is a big part of what open textbooks is all about. She asked the group if they were aware of open textbooks or if they have used open textbooks in the past? She asked How many members have courses where you don't have to pay for course materials? She went on to explain what open textbooks are. Open textbooks are free textbooks, available online or in printable formats at a very low cost; they can be used by anyone at any time; they can be retained, reused, revised, remixed, and redistributed. Open textbooks are high quality, peer-reviewed, and give faculty control over the resources they are using in their teaching and have been shown to be just as effective as traditional textbooks. She shared some links of organizations that support Open Textbooks:

- [https://www.wearebcstudents.ca/open\\_textbooks\\_now](https://www.wearebcstudents.ca/open_textbooks_now)
- <https://collection.bccampus.ca/search/>
- <https://bccampus.ca/open-education-advocacy/>
- <https://collection.bccampus.ca/>
- [https://camosun.libguides.com/srch.php?group\\_id=15627&q=open+education](https://camosun.libguides.com/srch.php?group_id=15627&q=open+education)

**Olivia** asked why instructors would not want to use open textbooks in their courses. **Emily** explained that a lot of instructors have used traditional textbooks for so long that that's what they are used to and it does take a lot of work from instructors to switch over from the traditional textbook to an open textbook format. Traditional textbooks also have many resources that instructors can send students to that are very engaging. **Emily** is working with some instructors to make the transition to open textbooks. She noted that 64% of students no longer purchase textbooks, instead they share with other students, wait for access to the materials through the library, or break copyright laws to gain access to course materials, or rely solely on materials provided by the instructor. Some students rent e-books, but the disadvantage to them is the student loses access to them after the course ends. Many students take fewer courses, fail, or withdraw from courses because they cannot afford the course materials. **Rose** commented that one of

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her professors downright refused to share resources with students and got mad if the students took pictures of the course material and insisted that students buy an updated edition of the course textbook. **Emily** explained that she would love to work with more instructors on transitioning to the open textbook model. She shared a list of programs at Camosun that are currently using the open textbooks and there are more courses coming on board. **Emily** would love to know what other courses at Camosun are using open textbooks or zero textbook cost. If any members know of any courses that are using open textbooks or ZTC please get in touch with her and let her know because she has been tasked with gathering this information. **Pedro** mentioned that his program Human Resources Management uses ZTC and open textbooks. He shared the Chair of his program's contact information with **Emily**. **Pedro** commented further that he would like to see steps being taken to contact the chairs of all programs at Camosun to explain the benefits of and push for open education in all programs. **Michael Glover** mentioned if a list of low or no cost textbook courses was made available it would be a great way to market Camosun to future student in this highly competitive market. **Polly** introduced herself and thanked **Emily** for the work that she is doing. **Polly** something that she would like to mention from the student perspective is that students want something very easy and visible to them; how they can access open textbooks and ho many courses are ZTC or open textbooks. She suggests going in making presentations to classrooms (with the instructor's permission of course) on ZTC and open textbooks. **Michel** commented that there is a committee at the college that supports open textbooks and ZTC and what they would like to see is when a student goes online to register for a course it would be noted whether the course is ZTC, or open textbook. **Emily** wants to compile information on ZTC and open textbook and put it on the CCSS website and she will update it regularly. **Michel** thinks it is a great idea. Open Education week is March 3-7 2025. If you'd like to get involved contact **Emily**

b)

## IV Financial Motions/Issues

- a) Add **Tagg Kelt** for read only access to all CCSS bank accounts (Coast Capital Savings) so can perform financial coordinator duties in **Jaya's** absence and prepare to replace her as a signing authority next calendar year-**Matthew** explained that this will give **Tagg** access to complete tasks in **Jaya's** absence and prepare to replace **Jaya** as a signing authority in the next calendar year.

### **MOTION**

**Bult/Gudiel**

*BIRT the CCSS Board of Directors empower CCSS staff to add **Tagg Kelt** to have read only access to all CCSS Coast Capital Savings accounts so he can perform financial coordinator duties in **Jaya's** absence and prepare to replace her as a signing authority next calendar year*

### **CARRIED**

- b) \$19,000.00-British Columbia Federation of Students (BCFS fee levy October 2024)-**Matthew** noted that the funds were received on Friday, and we need to remit them as usual.

### **MOTION**

**Bult/Singh T.**

*Be It Resolved that the CCSS Board of Directors approve a payment \$19,000.00 to the British Columbia*

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*Federation of Students for the BCFS levy for October 2024*

**CARRIED**

- c) Up to \$3,000.00 to replace **Tagg Kelt's** laptop (current laptop was purchased in 2018)-**Matthew** explained that **Tagg's** laptop does need to be replaced but he is unsure which machine that it will be replaced with. **Matthew** recommended Council vote in favor of this motion and **Michel** echoed **Matthew's** sentiments. **Sean** asked for a Ballpark figure **Matthew** explained that they would likely be looking at a Dell XPS laptop that would come in just under \$3,000.00. **Tahlia** mentioned that the CCSS just spent money on computers recently. **Matthew** noted that the desktops purchased earlier this year were to replace some of the desktops in the offices. **Sean** asked where the old CCSS computers go. **Michael G** explained that quite often by the time the CCSS gets rid of a machine they are no longer useful. **Rose** asked if the CCSS will be buying insurance for **Tagg's** new computer. **Michel** said the CCSS does not usually insure it's computers.

**MOTION**

**Bult/Dubey**

*BIRT the CCSS Board of Directors approve an expense of up to \$3,000.00 to replace staff member **Tagg Kelt's** Laptop*

**CARRIED**

## V Committee Reports

- a) Organizational Design — **Prince** - No Report
- b) Special Events — **Sean** mentioned that **Polly** sent out an email asking for volunteers for the holiday market please reply to her (Please see agenda for **Sean's** link)
- c) Campaigns & Advocacy — **Prince**-No report
- d) Executive Committee — **Prince** – No Report
- e) Finance Committee – **Talwinder**– No Report
- f) Electoral Committee — **Gord/Michel** – **Gord** reported the election is on go vote. At the last meeting it was noted that **Sean** wanted to be more involved in the Electoral committee **Tahlia** wondered if she missed an Electoral Committee meeting. **Michel** was looking into that. **Michel** added that there is a referendum question in the election to raise the NPS levy. **Rose** mentioned that she was a little bit confused by the Election runner software
- g) Personnel Committee — **Purvi** - No Report

## VI Member Reports

- a)
- b)

## VII Other Reports

- a) Executive Director's report — **Michel** explained that the college is about to be in a significant fiscal challenge largely because of the federal government changing a variety of rules surrounding international students. He noted that one of the changes that the government has made for student visas granted after

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November of this year many of those students would not qualify for postgraduate work permits. It is likely that Camosun will have significantly fewer international students attending over the next year. International students that are already here would be grandfathered under the old rules. The college has even gone so far as to cancel its annual Christmas party. **Michel** also said that the CCSS will be impacted as well but not to the degree that the college is because international students pay the same student fees that domestic students pay but as you all know international students pay about four times the tuition that domestic students do. He explained further that this situation is unprecedented and there is a significant amount of worrisome discrimination between universities and colleges across Canada by IRCC.

## VIII Unfinished Business

a)

## IX Question Period

## X New Business

- a) Legal update-**Michel** explained that the CCSS has secured an attorney of record relating to the memorandum of understanding jurisdictional issue that the Board authorized legal expenditures for at the last Board meeting. The lawyer has attempted to contact the college, but **Michel** is not sure if the college has responded but the process has started. The CCSS is utilizing a law firm out of Vancouver that is used by some other student unions across BC and even the British Columbia Federation of Students
- b) Staff relations (in camera)-**Michel**

**MOTION**                      **Plourde/Bult**  
*BIRT the CCSS Board of Directors move to in camera*  
**CARRIED**

**The board came out of camera**

**MOTION**                      **Tran/Bult**  
*BIRT the CCSS Board of Directors ratify the draft Letter of Agreement with the Union that was presented and discussed in the in-camera session.*

**CARRIED**

**MOTION**                      **Dubey/Bult**  
*Adjourn 7:29pm*  
**CARRIED**

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## **DRAFT -Letter of Agreement**

The Camosun College Student Society and CUPE 2081 are desirous of a harmonious working environment that is characterised by mutual respect between the employees and all representatives of the employer. It is acknowledged that both staff and employer representatives have recently felt there is some level of distrust and unease existing between some staff and some employer representatives. There has also been some joint frustration on other issues such as work/supervision roles, the collective agreement, and how elected officers influence the day-to-day decision of the society.

It is also recognised that there is a desire on the part of some elected board members to participate more actively some aspects of the CCSS operational experience than some of their predecessors. This is particularly evident with respect to events and the marketing of the society to members and the community.

**The Camosun College Student Society and CUPE 2081 agree to the following in the aim of maintaining a harmonious working environment:**

1. That the employer contract with a jointly agreed consultant to do a workshop aimed at helping staff and board members to work together towards improving services to CCSS members. It is anticipated that this session will occur before the end of 2024.
2. That the employer will instruct CCSS board members with respect to staff responsibilities, the order of supervisory responsibility, as well as staff rights to participation in meetings and general decision making.
3. That in addition to the steward, staff participation rights will be afforded to representatives selected by CUPE 2081 and to staff assigned to attend board or committee meetings by the employer.
4. That CCSS elected representatives may assist with work of the bargaining unit on the same basis as workstudy employees to provide the benefit of student insight and to allow elected representatives to gain skills and experience.
5. That the staff shall have the option of being on any CCSS board or committee mail, email, message, or chat groups and that two student society officers shall have the option of being on the all-staff email and messaging group.
6. That the board and committees shall only meet or discuss matters of student society business in official meetings (in person or virtual) where proper notice is provided to staff and the union steward.