**Colleges and Student Services Committee**

2019-20

Meeting date: Wednesday January 29, 2020

Location: Champlain G4

**Agenda**

1. Chair’s Welcome

2. Approval of agenda

3. Approval of January 8th meeting minutes

4. Orbis Outcome Platform and proposed Career Services Fee (Kelly Zatorski, Manager Careers and Experiential Learning)

5. Off-Campus Housing Support Fee (Shaun McCracken, Assistant Director Residence Operations and Services, Housing Office)

6. AVP Students Update

7. Round Table Updates

8. Other business

9. Adjournment

In attendance: Melanie Buddle (Chair), Nona Robinson (AVP Students), Lesley Hulcoop (Secretary), Rachel Smylie (TCSA), Mark Murdoch (Foodservices), Johanna Hart (Campus Programs), Jaime Waite (TC), Jess Woodrow (LEC), Jordon Williams (TGSA), Jessica Evans (TI), Lauryn Seguin (GC)

Adrianna Long (CC) and Ropa Mungwari (TISA).

Regrets: Stewart Engelberg (Wellness) and Ryan McNeil-Smith (OC)

Absent: Jessica Frappier (TUNA)

**1.** Chair’s Welcome **–** Melanie Buddle

**2.** Approval of Agenda

Moved by Mark Murdoch. Seconded by Rachel Smylie. All in Favor.

**3**. **Approval of January 8th meeting minutes**

Moved by Ropa Mungwari. Seconded by Rachel Smylie. 2 abstentions. Motion passed.

**4. Orbis Outcome Platform and proposed Career Services Fee** (Kelly Zatorski, Manager Careers and Experiential Learning)

**Proposed Career Ready Fee:**

Over the last three years, in response to the changing nature of the labour market, Trent has undertaken an initiative to adapt career services to meet the new needs of students, and support strong graduate employment rates through a renewed focus on the development and expansion of its career services. These efforts began with a review of our career and experiential learning programming by an expert external reviewer. Following the review, the university appointed a new Director of Co-op, Careers & Experiential Learning, rebranded the area “Careerspace” to attract more students to its array of services, and hired new staff to work on experiential learning and career-related programming.

One significant area of focus was on the expansion of experiential learning opportunities to provide our students with more “hands-on learning” in real or simulated workplaces to facilitate the development of the skills they will need for the transition to work, gain valuable experience and make connections with potential employers. To that end, in addition to the new resources that the institution has invested, Careerspace received a one-time grant from the Ministry of Colleges and Universities’ (MCU) Career Ready Fund to support the expansion of career and experiential learning services to better serve our students. This funding provided us with the necessary resources to support, build and expand our services.

The proposed Career Ready Fee will be used to support the continued development and enhancement of our services to adapt to the changing needs of our students and to ensure our students can be competitive in the ever-changing job market. This new student ancillary fee will initially be for undergraduate Peterborough full-time and part-time students.

The proposed fee is $7.00 per term for full-time students and $1.40 per credit for part-time students.

**Comparables: Ontario Universities (21 Ontario Universities)**:

* 11 schools have fees
* Full-time student fees range from $5.00 per term to $40.50 per term
* Part-time student fees range from $1.04 per term to $8.10 per course

**Discussion:**

* Need to get the word out that the Career Ready grant was time limited and has expired.
* You commonly hear students saying that “I don’t know what I’m going to do with the rest of my life”.
* Level of awareness with the student body about career services is not where it should be.
* Career professional staffing has not grown despite the growth in the student body
* If Career Services does not get funding they will not be able to maintain services at the current level.
* Asking for the institution to contribute more, as well as the students
* We are not asking that CASSC approves this ancillary fee, but rather that it should go to referendum for students to vote on.

**Notice of Motion:**

**Be it resolved that the following question go to referendum:**

**Do you support an annual non-refundable Career Ready Fee of $7.00 per term for full-time undergraduate students or $1.40 per course for part-time undergraduate students?**

**Orbis Outcome Platform:**

* The Orbis software that we use for the job board, the co-curricular record, and the calendar of events had now been upgraded to include the “Outcome” module.
* Outcome will track all academic experiential achievement as well as co-curricular activities.
* It will be live this spring as the “Student Experience Record”.

**5. Off-Campus Housing Support Fee** (Shaun McCracken, Assistant Director Residence Operations and Services, Housing Office)

**Rationale:**

* Seeing a housing crisis in Peterborough and a large increase in students seeking support for off-campus housing. An Off-Campus Housing Coordinator position will provide individualized support, roommate/landlord mediation and general housing services to students (including graduate, international, students registered with FPHL and first year students living in residence seeking support for housing for the second year and beyond). We are also exploring the Ontario government RentSmart program as an educational initiative to support students in finding safe housing and learning about tenancy/landlord issues.
* The Off-Campus Housing Coordinator will provide resources to support rentals including connecting landlords to Trent rental platforms, information on student needs, and information on the Rent Smart program.
* The Off-Campus Housing Coordinator will assist with education for students on rights and responsibilities as tenants under the Residential Tenancy Act (RTA) including developing literature in collaboration with Fleming College and the City of Peterborough Housing department.
* Have consulted with the TCSA and is meeting with the TGSA

**Discussion:**

* Education piece is really important.
* To increase outreach it would be good to have the Off-Campus Housing Coordinator train people on campus who can give basic information and refer students to more expert assistance.
* It would enable more proactive support, such as supporting first year students who are not staying in residence and International Students before they arrive on campus.

**Notice of Motion:**

**Be it resolved that the following question go to referendum:**

**Do you support an annual non-refundable Off Campus Housing Support Fee of $7.00 per term for full time and $1.40 per course for part time undergraduate & graduate students?**

**6. AVP Students Update**

**Coronavirus:**

* All colleges and universities are working on pandemic plans for the coronavirus. Revisiting pandemic plans that were developed during the SARS & H1N1 outbreaks.
* There have been fake news bulletins. Please let us know if you see anything on social media so that we can respond. The Trent news tab has a coronavirus link (<https://www.trentu.ca/news/coronavirus>) with accurate and current information.
* People are to continue exercise good hand hygiene. Wash your hands often and sneeze or cough into a tissue or sleeve.
* Initially it’s similar to a cold – so the criteria are whether you have travelled to/from mainland China in the 14 days before onset of illness or had close contact with someone confirmed to have Novel Coronavirus or awaiting confirmation of test results or had close contact with a person with fever, new cough or shortness of breath who has been to mainland China in the 14 days before onset of illness
* Health services, TUEFRT and the hospital are prepared for sreeening.

**Budgets:**

* Budgets went to the President/Vice President group.
* Housing is working on the financial aspects of the Housing plans.

**Sexual Violence Prevention and Policy:**

* The Sexual Violence Policy Review Committee has met again and I will bring back the results to CASSC.
* Good response with the meeting with downtown bars about sexual violence prevention. Well received and productive discussion.

**Laurier visit:**

* Looking to book the return visit to Laurier in May with the new student leaders.

**7**. **Round Table Updates**

**TCSA:** Today is “Challenging Islamophobia”. A 24 hour study space in the Student Centre is being piloted for the Winter Term. Black history month is coming up.

**Champlain:** “West Bank Love” is in February. Come out to Riley’s for a social.

**Gzowski:** College Weekend is coming up. Events include road hockey and Railjam.

**TGSA:** February 6 is Pub Night at Riley’s. Nominations have started for elections.

**TISA:** Many events happening for Black History month. February 8 is the next audition for Cultural Outreach which is taking place on March 21st.

**Traill:** Karaoke night is on February 11, from 7-8 pm and we will also be having a video gaming night.

**Student Affairs:** February 4th having our 2nd forest meditation walk. You can register on the Spiritual Affairs website. The Seasoned Spoon is looking for Board members. If you are interested email, seasonedspoon@gmail.com

**Trent International:** Hosting information sessions on becoming a permanent resident and tax clinics. Global Table takes place on Thursday from 5-7 pm. The Career and Experience Expo is tomorrow and Trent International will be attending.

**Lady Eaton:** College Weekend is this weekend. Sustainability will be a focus.

**Colleges:** Award season has started: Teaching awards, Trent International awards, Gzowski awards, as well as awards for each of the colleges. Not all of the awards are based on academics (e.g. College Involvement). Please think about nominating someone.

**8. No Other business**

**9. Adjournment**

Moved by Rachel Smylie, seconded by Jess Woodrow