

SASSH May 2026 Board Meeting Minutes

Ciara Rahming (**CR**), Neel Lalla (**NL**), Tenlo Lundhup (**TL**), Emmie Christie (**EC**), Abir Minhas (**ABM**), Carlos Andres Cardenas Vasquez (**CV**), Marium Khan (**MK**), Yohaam Bacha (**YB**), Meia Mathura (**MM**), Brehanna Robinson (**BR**), Karen Coelho (**KC**), Kashaf Alvi (**KA**)

Late Arrival(s):

Regrets: Denise Yang (**DY**), Keith Dayate (**KD**)

Chair: Avala Moore (**AM**)

Manager: Avala Moore (**AM**)

Secretary: Karen Coelho

TABLE OF CONTENTS

1.0 - Call to Order

2.0 - Approval of the Agenda

3.0 - Notifications of Resignations and Declarations of Vacancies

3.1 - Discussion on Filling Vacancies [Discussion and Voting Period]

4.0 - Nomination and Approval of Chair [Voting Period]

5.0 - Co-chair Assignments [Discussion Period]

6.0 - Orientation Committee [Discussion Period]

7.0 - Q&A Period

8.0 - Adjournment

1.0 - Call to Order (4:39 PM)

2.0 - Approval of the Agenda (4:40 PM)

Motion : To approve the agenda as amended, with the removal of the "Introduction to the Team" and "Introduction of the Manager" agenda items.

Motioned by: KC Seconded by: KA
In Favour: 12 Against: 0 Abstentions: 0

3.0 - Notifications of Resignations and Declarations of Vacancies (4:40 PM)

AM: Alright so notifications of resignations and declaration of vacancies. You have currently 6 vacancies on your board and you have one VP who is missing. We did have a resignation and 5 directors who are missing as well. So we need to discuss it here today - you have the option of either holding a by-election to fill these positions all at once or you can have a recruitment committee to review various candidates and make those decisions. There are pros and cons of both of those things obviously so we need to discuss that, make a decision and move forward.

3.1 - Discussion on Filling Vacancies (4:41 PM) [Discussion Period]

AM: So Item 5.1 is discussion on filling vacancies discussion period so I'll give you a couple of the pros and cons that I see and then I'm just going to open up for discussion so that you folks can give your opinions okay? So if you choose to have a by-election the good thing is you can do it pretty quickly. Hopefully you can have all 6 candidates going through the election at the same time send it out once, get your results, done. Hopefully. You may get a couple of positions that still don't get a candidate in which case you are going to have to go through a recruitment committee anyway. Your VP IDEA is your executive role that is vacant and that role will still need to be reviewed by a manager regardless of which way you go. If you have a recruitment committee again you are missing your VP IDEA who is someone who is typically on your recruitment committee so my recommendation would be that you hire that person first so that they can then be part of the recruitment committee for the rest of that process and you will need to determine a director who will sit on those meetings as well so we could do that today if we feel comfortable doing so and if that is what we decide to do, so opening up for discussion. Someone has to motion.

MK: I motion to open discussion for hiring or by elections.

AM: Excellent. A seconder?

YB: Second that motion

AM: Thank you very much okay so typically if you are moving or seconding a motion you have something to say about it. So would you like to start us off?

MK: I think for the director a by-election would be the best case scenario given what happened with last year's vacancies. I think we did not fill all of our positions up until March I believe and so given that - I think definitely the VP IDEA exec maybe we should go through the recruitment process instead so is it possible for us to split the two? Yeah?

AM: Any other thoughts?

YB: As a seconder, I'll speak on behalf of **KD** as well since we're both collaborating to try and get business cards as soon as possible whichever option gets the vacancies filled as soon as possible so we can send out one order at once instead of multiple later in the year. We would like to have this ready as soon as possible so if we could work on the most optimal version of getting this all filled that would be the best for that particular goal but I'm open to hearing why doing it fast might not be a good option.

AM: Other thoughts? Does anybody have a preference for which way to go?

NL: I think splitting it up like **MK** said is kind of the best way to go about it because we kind of want to get a more thorough process for VP compared to the directors where it can just be an election which is who the student body wants in power for that program.

BR: My issue with the by-election would be the fact that it is summer and I know a lot of people are not even checking their emails much less even looking at our instagram page. Personally I do know people who are interested in the EUS position so if they had to apply they would apply tomorrow because they've been asking about it for a month.

ABM: I have a question because I think something was mentioned about - was there a recruitment process before for the last term and how long did it take?

CA: Some of them were really quick. I think we had the philosophy director filled by August and then we had to refill criminology and GA and we did not get that in until March. CRM we were filling it for someone who left and then GA was the original position that we were filling in march.

MK: History was also filled in by October I believe. Refilled.

ABM: Can I ask a follow-up question? Okay so was it because of the board or was it because people were applying too slowly, the deadline was too long or was it because the people that were interviewed did not have enough time to go through the process?

MM: No one applied. For GA atleast for sure no one applied for that for a long time.

EC: Since we are in the process of doing orientation volunteers and getting that started and also we have course unions already are we allowed to directly contact presidents and get them to talk about - do

you have deputies or execs who you think would be great as a director role and explain the drawbacks of not having a director on the board because I think history is fully filled yet for some reason there is no history director. I feel like in Economics and Finance they are very engaged at least with TRSS so they are very engaged students so it does not make sense that there is no one there. I feel like if we go directly up to people and say hey we are recruiting and we have their information so doing IDEA first and I agree with BR. I don't see the point in doing a by-election because it is summer unless I was not working or a board member, I would not be checking my emails either.

ABM: I do agree with that but also during the elections a lot of people were worried about applying because they did not want to run or were scared of competing and putting themselves out there and running a campaign and I think a good strategy for outreach as **EC** was saying. It does not even necessarily have to be that but our marketing and outreach should be key to hiring people because it seems like no matter if we run either of them I know we are saying the by elections might be faster but my concern is it might just take 2 weeks or less. I don't know if there is much of a difference and I know the interviewing process for IDEA is really good because as we were saying we need to sit on the board. So it would just be better to interview all the candidates.

AM: That's an option for sure. Any other thoughts, questions, comments?

KA: I have a question. If we are going to be interviewing VP IDEA do we have to wait until the VP IDEA accepts and then transitions them and then they can sit on the recruitment committee or can they go on right away? Because then it would take a long time around 2 months to fill up our vacant positions.

AM: You would have to onboard them a bit but I would not say you're hired and you have an interview tomorrow but if you gave them a little bit of time there I don't think they'd have to have their keys and all that stuff ahead of time. I don't think it would take them 2 months to get them up and running .

BR: That being said if we do go the route of just doing recruitment would it be a good idea to possibly announce recruitment for everyone at the same time that way we have VP IDEA they can go through a little bit of onboarding and by then we can get the other candidates organised and make it easier for them to jump in and make a decision.

AM: Yes absolutely and you can communicate with them when you have candidates and say we're going to do our first round of recruitment for our executive position and second round of recruitment for our director positions so they know there will be a little delay in the process but that they are still acknowledged as a candidate and we will be in contact. Any other questions before we move to a vote?

CV: How much of an issue would it be if we do not have the vacant spots filled up

AM: It just becomes more work for all of you. I mean the executive position holds a whole portfolio and so, not having someone in that role means that you all are carrying that entire portfolio together

which has been done and then directors, there are programs that are not having any representation. So you do not want vacancies that's not ideal but as other folks have said y'know last year there were positions open until March which is not what you want but sometimes it happens. The likelihood of having absolutely no more resignations for the entire year is also probably very slim. So you may have to do this again, hopefully not. I hope everyone stays.

TL: I do not want this to come off as harsh but I think the time for elections is over. We had the time - people had the time to submit a campaign and go through the whole process. The best thing to do now I think **BR** said it herself, it is summer nobody cares. Nobody is looking or going through their student email and the best thing to do is put out a casting call to get people or recruit them and interview them, rather than wait for people to apply and hold a separate election and then go to the CRO and do all that stuff all over again. I think this is to kind of get it out of the way so we don't have extra work in September.

BR: It's also the fact that people have to want to be in these positions and whether it's by an election where they would try to get nominations or whether they have the courage to just apply and no matter what I think we'll find ourselves interviewing people. I think it might just be better.

AM: Alright do we feel like we can move to a vote? Okay so right now you are voting on 2 different options so it will be those in favour of doing a by-election and those in favor of doing a recruitment committee and those abstaining.

3.1 - Discussion on Filling Vacancies (4:53 PM) [Voting Period]

Motion : To conduct a by-election

Motioned by: AM Seconded by: KC
In Favour: 0 Against: 12 Abstentions: 0

Motion : To establish a recruitment committee

Motioned by: AM Seconded by: KC
In Favour: 12 Against: 0 Abstentions: 0

[Motion Carries]

AM: Alright so if you are doing a recruitment committee you do need a director to sit on the recruitment committee. Does anyone feel so called to put themselves on the committee right now?

NL: I'll do it. I don't have much going on right now.

ABM: I also don't mind. I was doing interviews for BoostHER in the winter semester so I know how it goes.

AM: Okay so **ABM** and **NL**. Okay so then I am going to suggest **ABM** and **NL** 30 seconds to kind of pitch themselves.

ABM: Can I ask what the timeframe would be just so I can get to know how to sort things.

AM: I mean I think that is a good question for the committee in a way. You're probably going to want to fill out these positions as quickly as possible, especially your executive one because obviously you can't do anything else till that one.

NL: Sorry how many open positions are there?

AM: 6

NL: Is it possible for us to do a compromise like each of us handle 3.

AM: I guess you could share this one. Okay so typically what would happen is you both would kind of say this is why you would like to do it and then the board would vote which one goes on the committee. You can either do it that way or you can split as **NL** suggested.

ABM: I really wouldn't mind collaborating

NL: Yeah me too.

AM: Okay well so in that case we still need to officially appoint you two. So I am going to ask you all in favour of appointing both **NL** and **ABM** to the recruitment committee and they split duties. All in favour?

Motion: That **NL** and **ABM** be appointed to the Recruitment Committee and jointly carry out the committee's responsibilities.

Motioned by: KC Seconded by: KA

In Favour: 12 Against: 0 Abstentions: 2

[Motion Carries]

AM: Alright so both of you are on the committee. The others who are sitting on the committee are outlined on your policies. There are about 3 others.

KA: President, Ops, Manager and technically VP IDEA.

AM: Okay perfect now that you have the committee you can start that process. I recommend that the committee set a meeting date and set a timeline to see how that is going to look like and communicate with VP Marketing.

6.0 - Nomination and Approval of Chair (4:57 PM)

AM: You currently do not have a chair. I am chairing right now but typically SASSH asks an external person to chair their meetings on a monthly basis. So I am going to turn things over to **KA** here to propose some candidates. My recommendation for you all is that you have 2 or 3 candidates in mind so that should your first candidate say no we don't have to then come back to the board and take another vote.

KA: Hello everyone so I have 2 options for a chair in case one says no. So the first one you may be familiar with - Claire has chaired the previous two years for the SASSH board and I really like her because she has had a lot of experience with different types of boards so has a lot of experience with how boards make decisions she also use to be the SASSH President during covid she has experience to guide how SASSH runs their board meeting . My second option is Natasha Chowdary - she is the current undergraduate program director of psychology. She used to be VP of Operations during Josel's board when Josel was president so she has a lot of experience in how our board meetings work and our policies. So those are my 2 candidates and I would suggest asking Claire first because of experience and then ask Natasha.

AM: Point of information - Natasha was also the manager for a year. Okay so those are your suggestions. Does anybody have any concerns, questions or comments? All in favor of approving the following candidates as chairs for future meetings. First to be approached would be Claire Cornacchia and second to be approached would be Natasha Chowdary.

Motion: To approve Claire Cornacchia as the first candidate to be approached for the position of Chair for future meetings, and Natasha Chowdary as the second candidate to be approached if necessary.

**Motioned by: KA Moved by: KA Seconded by: KC
In Favour: 11 Against: 0 Abstentions: 1**

[Motion Carries]

7.0 - Co-chair Assignments (5:00 PM)

AM: It's more of an update so each year we pair up directors and executives on committees. As co-chairs both directors and executives are responsible for the work of that committee. It is not just the executive running everything and the director watching, you share the responsibility together. I am going to be sending out a form this coming week to collect your thoughts and preferences for the committees you are interested in and which ones you absolutely do not want and then based on that I

am going to determine who is going to sit on which committee, obviously I am going to try my best to give everyone their first choice but I am going to guess that is not going to be possible all the time so I am going to at least try to get you your top 3. If you do not fill out that form you will go wherever I put you. That's it, that's the update there.

8.0 - Orientation Committee (5:01 PM)

AM: I am going to hand it over to **MM** who is going to talk about that.

MM: Hello everyone, orientation is our biggest event of the year and I'm sure everyone here has been to an orientation and understands the impact of it, it is very important and that means we need a good orientation committee to put that together. All the SASSH board members are required to help out with orientation anyways so you will be doing that this is more so if you want some creative control over the events. Some events are up in the air and we are unsure what they're going to be yet so if you want to put your input and try out event planning then join we would love to have you. There is no cap to how many orientation committee members I am open to having , anyone can join. It is just going to be one hour a week for now, we will do a weekly meeting that could even be half an hour for now. Once we get the initial planning done you will be able to branch out and have full creative control but I'll say as we get closer to orientation it might go from 1 to 3 hours a week depending on your availability and it is shared so hopefully you won't feel too burdened.

EC: Just a point of information I am on the orientation committee but only because I work for the SEC.

MM: Some executives have to be on the orientation committee like Corporate relations because you have to handle sponsorships, community because you will be working with course unions. This is more so for the directors and others such as finance you will have to be there for some of the meetings.

CV: What's the workload going to look like?

MM: I can give a more detailed breakdown so the meeting itself does not go past an hour at least initially. We are going to be doing some brainstorming sessions for some events. For example we have a scavenger hunt in motion right now where we have the space but are unsure if we'd be keeping it as a scavenger hunt leaning towards not. So events like that will require a bit more time from you to build from the ground up but a lot of them are already planned, the spaces have been booked, the forms have been submitted and all you have to do is decide what vendor you are going to use - the nitty gritty details.

AM: I would also say that depends on how much you are taking on right. If you are going to take on five events for example then you will be contributing more than 3 hours but if you are just taking on one event and focused on that then yeah I think what **MM** is saying is very accurate. We have a couple of events where we basically know how to run and are self explanatory and sometimes we are working with other vendors and they are mostly running those events so we are mostly supervising.

MK: Small point of information to help give perspective. I was orientation co-chair last year and so I think it went up to 10-12 hours a week but that is also because I was co-chair.

MM: I was on orientation committee as a committee member every year for the past 3 years and I will say some weeks I did absolutely nothing because everything that's important has already been done and it's more so packing an amazon cart, getting that purchased, finding a vendor maybe that works for the event and the VP of Corporate would also be helping you out with that so not too much is going to fall on the committee member.

AM: Any other questions? This is not a voting matter so nothing is voted on but if you are interested in joining the orientation committee or thinking about it could you please raise your hand so **MM** can take your name down.

9.0 - Q&A Period (5:07 PM)

AM: Does anybody have any questions or concerns about anything we have discussed in this meeting?

MM: Do we have a ballpark idea of when committee recruitment could start?

AM: Well once your co-chair has been established which will be done by the end of next week and then it is as fast as you folks can move so if you guys want to get going quick it could be next week. Okay no other questions, and with that the first official meeting for SASSH is adjourned!

10.0 - Adjournment (5:08 PM)