

# SAF Board of Directors Meeting Minutes

Friday, November 27<sup>th</sup>, 2020

[ONLINE]

**Meeting Time:** 12:00 - 14:00

**Meeting Facilitator:** Sebastian Di Poi

**Meeting Minute Taker:**

**Members in attendance:** **Members absent:** Sebastián Di Poi (SAF) y

Oliva Champagne (SAF) y

Rebecca Black (SAF) y

Courtney Witter (SAF) y

Payton Mitchell (ASFA) N

Dileep Ravi Kodira (CASA/JSMB)-y

Katherine Parthimos (Community) -y

Holly Mark-Hilton (CSU) N

Anaïs Gagnon (CSU Council)-y

Kelley Boileau (ECA)-y

Rebecca Tittler (Faculty)-y

Maddi Berger (FASA)-y

Brett Cox (SC) -y

Cassandra Lamontagne (Staff)-y

Jessica Di Bartholomeo (Student-at-large)-y

## 1. Call to Order & Land Acknowledgement

## 2. Review and Approval of Minutes

Note, we did not have quorum last month.

**Motion** to approve the October 26<sup>th</sup>, 2020 meeting minutes:

- Moved by: Roy
- Seconded by: Brett
- *Motion passed*; all approved

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## 1. Review and Adoption of Agenda

**Motion** to approve the November 27<sup>th</sup>, 2020 agenda:

- Moved by: Maddi
- Seconded by: Rebecca
- *Motion passed*; all approved

## 1. SAF General Updates

### a. Discussion about sustainability

Since we have new board members and people from different backgrounds we will have a quick discussion about our own knowledge or interpretation of sustainability. Watched a quick video [[Link here](#)].

*Discussion:* **Rebecca Titler** mentions the fallacy of continuous economic growth. **Brett** imputed the issues around using sustainable development as a solution to all of our problems. Also discussed facet of population growth critique, blaming people for inaccessibility of resources does not consider inequality of how resources are allocated [ie we do not have a population problem we have a resource distribution problem!] **Olivia:** ecological economics and degrowth economics is where we align ourselves at SAF. Empower those affected by the issues to make the decisions. Resources shared in the agenda about degrowth, prioritize society over economic growth. **Cassandra** critiques western colonial view of viewing the environment or sustainability as a self-interested way of how we can use resources.

Social sustainability crash course video, shown because 30% of our projects highlight social sustainability as one of its key issues. Olivia encourages board members to watch the whole video if they have time to do so. Shows how some projects might not outwardly seem sustainability but aligns with our values if it falls under social sustainability.

## 1. Committee Updates

### a. HR

- Currently renewable period for staff contracts (sebastian, Olivia and Rebecca) completing all the evaluations and reviews in the coming weeks.
- Seb, voting point\* shows a sheet of recommendations from the HR governance committee. Most have already been implemented. 3.b point of paying staff for 2 weeks of winter break when the

University is closed. However, this year the break has been extended to 3 weeks. Voting to pay for those two weeks vacation with the option for the staff to choose which 2 out of the 3 weeks they take off. 24 december to 11 january is the timeframe.

- Questions?

**Motion** to allow 2 weeks vacation for SAF staff with the option to choose which 2 weeks to take off out of the 3 weeks the University is closed.

- b. Moved by: Cassandra
- c. Seconded by: Katherine
- d. *Motion passed*; all in favour

**e. SPC**

- SPC took a deep-dive into project decision making criteria. Documentation to overview is linked into the Agenda. 3 main highlights: key questions that we ask to approve a project- Is this project feasible? Does this project meaningfully engage students? Does this project contribute to a culture of sustainability at Concordia?

**f. Fincomm**

- Auditors, cc, upcoming finance committee meeting

**g. Marketing/Outreach**

- Looking to hire a new board facilitator. Marketing subcommittee meeting next thursday will plan a call-out for projects. If anyone not on the committee has ideas they can feel free to reach out to Rebecca. Seb mentioned that some projects are waiting for the living lab to come out to apply. Cassandra talks about the option to do a concordia now articulate to frame the difference between regular project application funding and living lab project funding. Rebecca titler suggestion for marketing; might be useful to reach out to faculty members who are teaching relevant courses or assignments that may lead to projects which could be funded. Aim to faculty who could potentially incorporate into class content. Could also communicate about SRAs

1. Project Funding Allocation (#)

**\$# left to allocate (\$# being requested this month).**

**Project 1: [Project name] Sustainable resource map**

- Requesting \$#.300\$
- \*Deferred until next month as project leader was unable to receive a needed invoice
- SPC recommends full/partial funding/to request more information.
- Presented by [speaker].
- Notes

- Notes
- Notes

**Motion** to allocate/deny full/partial funding of [ \$# ] to [ project ].

- Moved by:
- Seconded by:
- *Motion passed*; all in favour/against/abstain.

### **Project 1: BUYPOC**

- Requesting \$#. 930\$
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- SPC Approved full funding
- Presented by Cassandra
- Notes: Aims to empower and increase opportunities to marginalized BIPOC business owners and entrepreneurs, allows them to participate in networking opportunities also.
- Main concern was that there was not enough time to develop this website. However, their project shifted from a single web platform to a marketplace entirely on social media. Requesting funds for hosting marketplace and support for the online platform for vendors. Main account on marketplace and providing consistent design to vendors so they can all participate

### **Project 2: De souche**

- Requesting \$2970
- SPC recommends full funding
- Presented by Jessica
- A series of workshops to transform aquatic species into a biomaterial. Initial project was rejected in august and was transformed into a workshop format and was re-evaluated. The SPC discussed since the full funding was for honoraria the positions are key to the project success, and were comfortable with the amounts listed. Believe it will have direct engagement with students. One abstention from Rebecca. Rebecca notes she abstained solely because of conflict of interest
- SPC committee recommends full funding to BOD.
- Kelley asks questions about expanding on the workshop. Olivia explains the purpose is to use the knowledge of this repurposed material to be used for fine arts students. Information will be added to the back of the syllabus to fine arts students on how to use this sustainable material which was

a high selling point. One of these workshops will be creating their own bio material and will be archived on a website for future use.

- Rebecca Black adds commenting on the key questions Olivia mentioned before project discussions (notable if it contributes to a culture of sustainability at Concordia. Roy adds that they believes this is very invaluable because of its long-term impact on arts students and perhaps shaping a culture of fine arts students to use more repurposed and sustainable materials. Cassandra thinks it speaks well to the concept of reducing consumerism outlined in degroth document and discussion from earlier in the meeting. Using materials in an innovative way which contributes to solutions. Maddi notes potential conflict of interest since she works for FASA, deemed potential conflict as she was directly involved in that decision. Dileep wants to know the original reason the application was rejected. Olivia explained that the initial application was solely focused on the research. Project funding was looking more towards student engagement, thus he was encouraged to re-apply with renewed understanding of supporting action-orientated projects which was his intention but had not been properly explained in his application.

**Motion** to allocate full funding to DESUSH.

- Moved by: Katherine
- Seconded by: Roy
- For: Katherin, Roy, Brett, Cassandra, Anais, Dileep, Jessica
- Against, none
- Abstain, Rebecca Kelly and Maddi
- Motion passed

#### **Project 4: Tiny Catering**

- Requesting \$4448
- SPC recommends to deny with re-application for concordia-specific portion of the project
- Presented by: Anais
- Seb and Rebecca have conflicts of interest so they are placed into a waiting room ● Part of the Concordia food coalition. Making meals which is done in a sustainable way. Applied for a large sum with many projects within it. The SPC committee wanted to suggest re-applying for each individual mini project so they can more clearly see the budget and where the money is going/more clearly impact on the concordia community. Olivia stated that not a part of the food coalition but is applying currently to be a working group. Accepted as a working group but had been denied funding of the project due to unclear budget.
- Olivia explained that the budget was fairly confusing

**Motion** to deny funding with recommendation to re-apply for each individual sub-project

- Moved by: Roy
- Seconded by: Anaia

- *Motion passed;*
- Abstention, Kelley

## **Project 5: Mapping Disappearing landscapes**

- Requested \$8000
- The SPC recommends asking for more information
- Notes: Speaker Rebecca, wanted to host an exhibition of ecological impacts in the Caribbean, part of a larger project with external funding from SHIRC (social science and humanities research committee). Partnering with four spaces to create an interactive gallery space. In this interactive gallery space they want artist workshops, performances and podcasts. They want to use funds to hire a web developer and 3D artist. The issues arose with the lack of detail in the translation request.
- Asked for 400\$ for simultaneous translation from english to spanish. Realizing we did not know the length of events but seemed a high amount of payment (online showed 35\$ per hour) would be nice to hire concordia students for the translation. This morning a new file was uploaded which had a menu of services from a translation company. Olivia had reached out to the project with concerns and the response was essentially, brought up all the translation concerns especially regarding the length of time for events and option to reach out to the linguistics department. Quick response showing the quote from Billaba collective and their rates. This is a collective translation service which is in line with the directives of the projects. One of the research assistants has worked as a french translator so the whole project will be offered in english french and spanish. Judging by response they want a certain level of professionalism for this event which is why they are going with a collective translation service since there will be more of a guarantee.
- Roy asked how many concordia students were involved directly with the project, as many appeared as PHDs from other universities. Seb said there are 3 students involved. Concerns about student engagement with this project ROy wants to know if anything has changed which may lead to more engagement.
  - Rebecca Tittler is still concerned about the budget, she believes it would be easy for them to break it down more as it stands right now it is still not fully clear. She would still like to know exactly what events they are hosting, the length of time and why the numbers are still so high.
  - Cassandra noted that in response to Roys question that in the folder there is a file with original concerns from the committee, their response seems largely focused on the fact that since they are going through four space a lot of concordia students will be involved in these events in visiting or consuming the content;. Public scholarship lab is considered a hub for student members, outlines caribbean students participation and engagement in this program was a part of long term culture of sustainability and this project can be used as a way to center caribbean student voices on campus at concordia. Olivia wants to differentiate that queering the map is an open source popular platform about stories from people who identify as queer so showcasing that was a big success story about concordia innovation. This project is different but it is important to touch on. Seb wanted to add to the point rebecca made about translation services, it seems from the document they provided for us that they do not appear to differentiate between translation for events only

from virtual webinars. Seb says they may be paying higher to support the organization. Olivia wants to address Rebecca's concern about the uncertainty around events that are happening. Says that today is the day they are confirming all the events so they probably did not have that information when they submitted their application.

- Rebecca raises concerns about high honorarium amounts, Seb clarifies on difference between project coordinator pay and specialized pay (web developed and 3D modelling could be considered more specialized work). Olivia adds that, differentiation through professional services and grassroots organizing work and professional work. Rebecca states that the highest track rates for PHD students is 27 or 28 per hour at the top. Olivia says we can give partial funding to show that. Dileep wants to know how much we can fund professionals or students, should we have a baseline for payments?
- Seb mentioned that it could be good to create a table for the amounts we think are appropriate for honorarium payments to agree upon/refer back to. Anais mentioned that the student artists CV seemed to have a lot of experience which could potentially be a factor in how we decide for honorarium also. Average hourly rate for 3D artist is 20\$ (from link Rebecca shared) \*may not be legitimate but from a google search\*
- 250-400 for translation services, we could offer 250 or 300 for that
- $250 \times 6 = 1500$  or 1800 depending on how much we decrease.
- 3D artist 40/hour is a high amount which makes it complicated to differentiate wages. Could give partial honorarium and they can re-decide how they want to. We could check with them on hours distribution instead of making assumptions (rebecca). Maddi states that if they already have specific artists in mind we cant influence how much they are charging.

**Motion** to postpone decision upon a breakdown of details of both positions/wages for 3D artist web developers as well as a breakdown of events breakdown alongside breaking down the translation costs/lengths of time .

- Moved by: Cassandra
- Seconded by: Rebecca
- *Motion passed; in favour*
- *Brett roy jessica, maddi, cassandra, anais all in favour*
- Abstention Kelly, Katherine

\*Dileep wants to also know further breakdown of their contingency plans if they are denied funding.

## **Project 6: EngCom competition**

- Amount requested: 10'000\$
- Speaker: Cassandra.
- Previous SPC recommended to Deny funding
- Anais has a conflict of interest, put into a room.

- Notes: ENCOM, case competition to build bridges between engineering and commerce students. Requesting 10000 but 7000 is for the conference software they intend to use. A lot is to be used for the case writer for the competition and 400 for the zoom license. SPC and the board had a lot of concerns and recommended to deny funding but we did not have quorum to go through. Concerns included wanting to know who are the corporate sponsors, why aren't staff/students writing cases as done in many past events, zoom license amount did not make sense as it was more than the annual fee. The goody bags do not align with our mission and the board did not see how it aligned with sustainability on campus. SPC did not have time to discuss in their meeting further so they deferred to the larger board meeting.
- Rebecca Tittler, also noticed 1700\$ in budget for renting space on campus which will not happen in spring and if they have corporate sponsors and creating solutions to corporate problems so the industry (corporate world) should be paying for the solutions.
- Katherin agrees with Rebecca's comment and does not agree with this project overall, especially the goodie bags and waste created, she would deny.
- Seb requests if any concerns have been addressed. Olivia stated SPC did not give them the feedback. Creating consumption for the sake of it
- ROy says that they do not think this project aligns with SAF in any way and does not think it would contribute to the culture of sustainability of campus, also confused why they are asking for 10000 and very little from other groups.
- Olivia opens the floor if there are any positive comments about the project to be added, for example the promotion of inter-faculty collaborations.

**Motion** to deny funding of [\$10000] to ENCOM competition.

- Moved by: Brett
- Seconded by: Dileep
- For: brett, maddi, cassandra, katherine, jessica, roy, dileep
- Against: none
- Abstain: Kelley
- *Motion passed;*

**Funded \$3900 worth of projects this month—\$# remaining in the allocation budget.**

#### 1. Community Announcements & Ancillary Items

- Sustainability research award application period is open for 2 more days! Link is on the website.
- Event for BUYPOC which is partially funded by SAF, facebook event is live, running until dec 8 ● Katherines gallery opening, instagram and facebook events are linked. Current exhibition is on until Monday if anyone wants to come in and see the art. All montreal based emerging artists. All the art is



for sale if anyone wants to purchase anything. Check fb/insa to follow updates.

1. **Adjournment**

**Motion** to adjourn the November 27<sup>th</sup>, 2020 meeting.

- Moved by: Maddi
- Seconded by: Roy
- Unanimous in favour
- *Meeting adjourned at 2:04 pm.*