

**McMaster Association of Part-Time Students
Board of Directors Meeting - Minutes
Saturday, May 1, 2004
MUSC, Room 314**

PRESENT Carole Armstrong (chair), Susan Black, Denise Ellis, Jesse Jeffrey, Elaine Marion, Anna Marinelli, Dave Moore, Noor Nizam, Rose O'Connor, Reneé O'Reilly, Sean Spratt,
REGRETS Walter Pohl
ABSENT Cassandra Lo Pohl, Sam Minitti, Aaron Smith
STAFF Jackie Osterman (executive director)

CONSTITUTION OF THE MEETING

A quorum of directors being present, the chair called the meeting to order.

ATTACHMENTS TO THE OFFICIAL COPY OF THE MINUTES

Minutes of March 9, 2004
Draft MAPS Donation Application Form
President's Report, May 1, 2004
Vice-President (Internal) Report, May 1, 2004
Financial Statements, for January 31 and February 28, 2004
Executive Director's Report, May 1, 2004
SRA Update, April 30, 2004

1. APPROVAL OF THE AGENDA

Motion: Moved by S. Black, seconded by S. Spratt to accept the agenda as circulated.
Motion Carried.

2. APPROVAL OF THE MINUTES

Motion: Moved by R. O'Connor, seconded by R. O'Reilly that the minutes of the meeting of March 9, 2004 be accepted. **Motion Carried.**

3. BUSINESS ARISING FROM THE MINUTES

Donation Protocol – Osterman circulated the draft proposal for the donation protocol. Osterman invited the board members to review the document and send her comments/concerns. The final protocol will be presented to the board for approval at the September meeting.

4. PRESIDENT'S REPORT

A written report by Armstrong is annexed to the official minutes.

5. VICE-PRESIDENT (INTERNAL) REPORT

A written report by Marinelli is annexed to the official minutes.

6. VICE-PRESIDENT (EXTERNAL) REPORT

Marion presented a verbal to the board. She had attended a meeting President's Advisory Committee on Community Relations. C. Lo-Pohl, last year's MAPS representative on this committee, accompanied her. People from the community were on hand to discuss a number of concerns about students in the community.

Parking was raised as an issue of concern since some part-time students are risking parking tickets by parking on the side streets rather than pay for parking on campus. Marion suggested that a special part-time student evening rate should be developed.

Marion stated that much of what PACCR is working on is not directly affecting part-time students.

7. TREASURER'S REPORT

The financial statement for February was circulated. Osterman contacted the auditor to ask advice on how to properly reflect the \$250,000 donation to the University to establish the 25th anniversary bursary endowment. He advised that it should be expensed, and to keep the yearly comparisons relevant, it will be shown separately.

Moore suggested that Osterman review the timing of the fee transfers from the university for the benefit of new members. Osterman explained that the university transfers our membership fee three times a year, February, June and October.

9. EXECUTIVE DIRECTOR'S REPORT

A written report by Osterman is annexed to the official minutes.

10. SRA REPORT

Moore presented his written report. The copy is annexed to the official minutes. After some discussion, it was agreed that Moore stay on as the MAPS official 2004/05 representative.

11. OTHER BUSINESS

MAPS Naming Opportunity – Osterman informed the board that the Board of Management of MUSC asked for a motion from the MAPS board as to their preferred site for a naming opportunity. For the benefit of new board members, a history of the naming opportunity was presented. Some board members preferred the courtyard, but problems were identified with that space. The doors are locked during the winter because of the propane tanks that are needed to heat *William's Coffee Bar*.

Osterman said the there was discussion about installing a warm air curtain and once that was in, there would no need for the propane tanks. Some board members were concerned about the courtyard becoming a smokers' haven and the University's commitment to the landscaping.

Moore suggested the food court atrium as a more visible location for our naming opportunity. Armstrong stated that we had approval for the courtyard, but that the atrium would involve further discussions with the university.

Osterman reminded the board that the MUSC Board of Management (BoM) had asked for clear direction from the MAPS board in this matter. She added that the discussion should be

between MAPS and University Advancement and that the BoM's role should only be for information. However, that still needed to be worked out.

After much discussion, the board recommended the atrium.

Motion: Moved by D. Moore, seconded by S. Spratt to recommend the atrium as the MAPS naming opportunity.

Motion Carried.

Athletics & Recreation Fee – Osterman reported that the university is requesting that the MAPS Athletic and Recreation fee be indexed to CPI. This fee was initiated in 1992 and has not been raised since. All other student fees, including those administered by the MSU, are indexed each year to CPI.

In the last two years, the university has attempted to include CPI increase in the MAPS Athletic and Recreation fees charged to part-time students. Both years, the university was reminded that the fees could not be increased without approval from the board or from a student referendum. Osterman told the university that should it go to a referendum, it would probably fail.

Osterman reminded the board that our students pay a user fee for CSD, Career Services and Student Health. Osterman noted that CSD could not charge for academic accommodation but they do charge for their other services. Osterman was concerned that the university could increase this user fee without consultation. Osterman also noted that even if we were to agree to the CPI increase, there are no guarantees that university would leave the user fee as is.

Moore recommended that a sub-committee be struck to review this matter and perhaps enter into a fee protocol with the university. Armstrong said that there had been significant discussion on this matter in the last 2 years and that further discussion was not needed. CPI increase is a reality in life and that she recommended that we accept this increase on behalf of our students.

Jeffrey expressed concern about the proposal stating that he had been denied access to the Ivor Wynne Centre. Marion said that part-time students are already paying A&R fees and that it should be made clear that MAPS members have access to facilities for which they are already paying. She felt the re-developed MAPS web site might be one of the communications points to help MAPS get the word out to its members. Osterman told the board that CCE students do not pay for A&R in their fees as do the degree students.

O'Connor agreed with Armstrong that CPI adjustments are part of life and suggested that we might get something for part-time students' benefit in return.

After some discussion, the board recommended that the fee be indexed for September 2005.

Motion: Moved by S. Black, seconded by R. O'Connor to accept the Athletic and recreation fee be indexed to CPI commencing September 2005.

Motion Carried.

June BBQ dates

Osterman reminded the board about the BBQ dates of June 7 & 8, with rain days on June 9 & 10 and requested that board members attend.

There was some discussion about putting out a donation bowl and presenting the money to the Children's Hospital. MAPS would be making a contribution to the community and we could invite some press.

Marion offered to work on a media release, noting that we would need to contact the media in advance and that material would need to be delivered to them.

O'Reilly offered to contact her friend at CH television.

Ellis commented that we should work with the University Office of Public Relations.

Black agreed that the hospital is a worthy endeavour, but was concerned about combining a donation bowl with an event designed to promote MAPS.

The Board agreed a donation bowl should not be at the BBQ event.

11. TIME OF NEXT MEETING / ADJOURNMENT

Next Meeting: Tuesday, September 28 at 5:30 pm.