

**McMaster Association of Part-Time Students
Board of Directors Meeting – Minutes
Tuesday, June 27, 2006 at 6:30 p.m.
Room 311/313, McMaster University Student Centre**

PRESENT Dave Moore (chair), Alex Alvarez (by proxy), Carole Armstrong, Denise Ellis, Vicki Hartley, Rose O'Connor, Gisela Oliveira, David Rennie, Ken Seville, Eric Siu

REGRETS Min-Ju Evans, Anna Marinelli, Noor Nizam, Nathan Shaw, Sean Spratt, George Zrinscak

OTHER Grace Bisutti

STAFF Sam Minniti (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 May 13, 2006
- President's Report, June 27, 2006
- Executive Director Report, June 27, 2006

1. APPROVAL OF THE AGENDA

Motion: Moved by Ellis, seconded by Oliveira that the agenda be adopted as circulated. **Carried.**

2. APPROVAL OF THE MINUTES

Motion: Moved by Armstrong, seconded by Siu that the minutes of May 13, 2006, be adopted as circulated. **Carried.**

3. PRESIDENT'S REPORT

Moore presented his written report (copy annexed to the master copy of the minutes). He further commented:

- MAPS received its summer fee revenue in a timely manner from the University. The fees in respect to CCE studies are consistent with last year, but the fees in respect to degree studies are up by over 9%. Further analysis will be needed to determine if the number of students has increased or if this reflects students taking more courses during the session. Ellis commented that in the School of Business, students are taking an increased number of courses in the summer – some as many as 15 units.
- The MSU has learned that more than a dozen students are registered in 18 units for the summer session, resulting in the University assessing full MSU ancillary fees. This includes about \$69 for the HSR bus pass – which doesn't exist in the summer.
- He asked Minniti to consult UTS and/or the Registrar's Office concerning the FIPPA considerations that may relate to MAPS establishing an email distribution list. The University

may require that part-time students opt-in, or it might offer to send all part-time students an email asking them to either accept or decline their inclusion in MAPS' email distribution list.

Rennie commented that other universities have at least one computer lab that is open 24/7. He felt that the University should be providing greater access to computers for part-time students outside regular business hours.

He suggested that the nomination/application deadline for most MAPS awards be standardized to October 15 for uniformity of program administration. The board agreed. The deadlines for bursary applications (Aug. 15, Nov. 28, Apr. 15) will not change.

4. EXECUTIVE DIRECTOR'S REPORT

Minniti presented his written report (copy annexed to the master copy of the minutes). He further commented:

- The priorities for the new major McMaster fundraising campaign were set without any consultation with student leaders, through faculty, administrative, and service units were consulted. MAPS is among the early pace-setting donors to the campaign since our gift of \$250,000 in early 2004 to establish the 25th Anniversary Bursaries is being counted in the \$116 million "nucleus fund" component of the \$400 million campaign.
- He is currently taking a course on "the adult learner" through Memorial University via distance education. Once he has completed this and a course on post-secondary education, he will begin his M.Ed. in post-secondary education.
- He has a standing lunch meeting appointment on the second Tuesday of each month with MSU president John Popham.
- On June 16, he attended a one-day conference on part-time student issues held at the University of Toronto at Mississauga. The event was sponsored by the Canadian Federation of Students. Some of the sessions were applicable to MAPS, others not. He noted that MAPS is the only part-time student association in Ontario that is not currently either a prospective or full member of CFS.
- He will be hosting the board social in August – members will need to bring a lawn chair.

Rennie asked if there comments have been received by the MAPS office concerning the decision to discontinue the summer barbeque. One inquiry has been received.

Hartley asked why MAPS isn't a member of CFS. It was explained that membership would involve a substantial increase in fees paid by part-time students and that CFS has a reputation for being distracted from what MAPS has viewed as priority [core] student issues. MAPS is a former member of the Ontario Undergraduate Student Alliance (OUSA), but we withdrew from that organization when it became clear the focus was heavily weighted to full-time students [both in general and F-T student leader executives] and OUSA membership was taking up an unjustifiable amount of time for the MAPS executive director.

Rennie asked if courses leading to the Mary E. Keyes Certificate of Leadership will be offered in evenings or on weekends to make the program more available to part-time students. Minniti noted that some courses will be offered outside the business day, but not all. He serves on the program's advisory committee and will continue to raise the access issue for part-time students.

Moore noted that while MAPS is not covered under FIPPA, we nonetheless take care with the personal information collected and retained by MAPS. As an example, the contact list (home and work info) for board members is not a public document.

The names and awards received by students recognized at MAPS' annual awards dinner are published in The Link. This disclosure is done under the University's authority. Similarly, the invitations to the dinner are mailed to each student's residence, again under the authority of the University which is the custodian of the relevant personal information.

5. OTHER BUSINESS

None.

6. TIME OF NEXT MEETING / ADJOURNMENT

Next Meeting: A meeting of the Board of Directors will be held concurrent to the social in August. Minniti will canvas the board for the best date.

Motion: Moved by Armstrong, seconded by Ellis to adjourn.
Carried.

7:30 p.m.