



Arts and Science Federation of Associations (ASFA)
Regular Council Meeting (February 27, 2021)

Meeting minutes

1. Call to Order – Roll Call and Excusals

Chair calls the meeting to order at **7:05 pm**.

Chair: I'll start by reading out the Indigenous solidarity statement. The Arts and Science Federation of Associations would like to acknowledge that Concordia University is located on unceded Indigenous lands. The Kanien'kehá:ka (Ga-niyen-gé-haa-ga) Nation is recognized as the custodians of the lands and waters on which we gather today. Tiohtiá:ke (jo-jya-gé)/ Montreal is historically known as a gathering place for many First Nations. Today, it is home to a diverse population of Indigenous and other peoples. We respect the continued connections with the past, present, and future in our ongoing relationships with Indigenous and other peoples within the Montreal community.

2. Chair Remarks & Housekeeping

a. SCMs, Resignations received (Exec+Councillor), threats, April/May RCMs, AGM

Chair: I just have a few quick housekeeping points before we get started with tonight's agenda. Firstly, the Annual General Meeting (AGM) in May will be a good opportunity to present committee meeting minutes for approval for those of you who may not be able to do so at an SCM. Secondly, I've received resignations from one Councillor (**Sean Smith**) and one Executive (**Natalie Jabbour**, Student Life Coordinator) that I'll now present on the screen for Council to read.

(Both resignation letters are presented on the screen.)

Chair: Next, I want to address the issue of threats toward an executive, which was brought up at the December RCM. I want to let everyone know that we as an organization have the legal obligation to look into this. The Executive Consul and I are investigating this matter, and we will come back to Council with a summary



of the results of this investigation. This is required of us because we are mandated to protect our members. Finally, I want to quickly address Annual General Meeting (AGM) and May RCM scheduling: the AGM usually takes place around the beginning of May, and the May RCM generally takes place at the same time as transition because this provides an opportunity for new executives and Councillors to attend an RCM before they officially start their mandate. If anyone has ideas or preferences on scheduling for the AGM and May RCM, please let me know.

3. Executive Remarks

(Nothing further.)

4. Approval of Agenda

C. Sakr: Can I table my written report to an SCM? I have previous exec meeting minutes to address. I will still address some things verbally during this meeting.

Chair: Absolutely, that's fine.

H. Muhammad: I'd like to pull my report from Consent Agenda to discuss in Information and Presentations.

Chair: Perfect, we'll cover that in 6d.

(Agenda approved consensually as modified.)

5. Consent Agenda – (Annex 5a, 5b, 5c)

(Consent agenda approved consensually.)

6. Information & Presentations

- a. **Dojoko Opportunity Presentation & Questions – Internal & Academic**



Chair: We have a guest from Dojoko here to present this evening. They're currently in the waiting room. I want to give Sadegh and Anna the opportunity to introduce the point first, and then I will let our guest in.

A. Kaudeer: Dojoko is a start-up company that seeks to create a global networking platform for young students to connect with other students and network with professionals in their field. They're interested in establishing a strategic partnership with ASFA. I'll let our guest explain the details.

Z. Szabo (DOJOKO): Dojoko is a networking platform specifically for students and young professionals. Our official launch is planned for the beginning of March. It's meant to mix aspects of platforms like LinkedIn and more traditional social media platforms like Tiktok or Instagram. *(The speaker shares a PowerPoint presentation outlining the main features of the platform.)*

JSA: Where is the line drawn age-wise? I think the platform could be useful for a lot of people who are starting their degrees a bit later. For instance, I'm already at the upper end of that age range at 25. As a journalism student, contacts are one of the most important things that I have. Is it geared toward younger students, those who are less likely have established contacts in the field? Or could someone like me benefit from it as well?

Z. Szabo (DOJOKO): I don't think there's necessarily an age limit, but the platform is definitely geared toward an age group of up to 25 or 26 years old.

BSA: I have a question of What is your profit model? I also have experience with AI, and a large part of AI is

Z. Szabo (DOJOKO): Our business model is based on the traditional and advisory marketplaces. We get a small cut when students find internship opportunities or jobs through us. We will also be offering some paying modules and premium functionalities that people will be able to opt into if they so choose. To hopefully answer your question on AI, we are fully compliant with European laws on data collection, which are currently stricter than similar laws in most of the rest of the world.

BSA: So there are no targeted ads?



Z. Szabo (DOJOKO): I don't want to make any promises that we'll never have ads - we're still a very young company, so it's not off the table - but if we do have ads, they'll be academic in nature and relevant to the interests of our users.

P. Mitchell: How many North American partners do you have to connect ASFA students with?

Z. Szabo (DOJOKO): At this point we have 4 signed partners in North America, as well as about 45 verbal agreements, and 10-12 in the pipeline. We do have an agreement with JMIBA, another student association at Concordia.

P. Mitchell: What specifically is ASFA agreeing to if we decide to partner with you?

Z. Szabo (DOJOKO): What we're basically looking for from our strategic partners is promotion to your student members and alumni. If you invite your members as well as your alumni to join the platform and promote Dojoko on your social media and other networks, we'll provide you with access to all of our premium functionalities for free.

P. Mitchell: What would be the frequency of the promotion that would be expected from us?

Z. Szabo (DOJOKO): It's not set in stone. As soon as you feel comfortable inviting your members, the frequency and format of the promotion is up to you.

H. Muhammad: You've outlined something about premium features. Do all of our members have access to our premium features, or just us as ASFA executives, staff and Councillors? Also, will new students who are added later also have access?

Z. Szabo (DOJOKO): All members who are registered as part of ASFA will have access to the premium features.

HKAPSA: When you say Dojoko is relevant from entering college or university to the time you get your first job, do you mean your first job in the field? Because a lot of students are working part-time throughout their degree. Also, some students are coming back later in life for a second degree or have worked a



full-time job in their field and determined that specific job is not for them. Would Dojoko be relevant for these folks?

Z. Szabo (DOJOKO): I want to clarify that there are no hard lines on when you have to leave the platform. The purpose is to support young students entering their fields, so it is definitely geared toward an age group of 18-25, but again there are no hard and fast lines. You aren't automatically kicked out once you reach the age of 26, for example.

H. Muhammad: Do you bring in corporations as well? For instance, to help law students connect with law firms for jobs and internship opportunities?

Z. Szabo: Yes, that's the idea - we will connect students with job opportunities as well as volunteering opportunities.

A. Wolski: How many members do you currently have?

Z. Szabo (DOJOKO): We haven't launched yet, so currently only about 250 members - our staff and their friends and family. At the beginning of March, we'll onboard our strategic partners, which currently consist of approximately 30,000 students overall.

A. Wolski: Great, thanks. Also, do you profit from the data of students who join your platform?

Z. Szabo (DOJOKO): Absolutely not. Storing data safely is a big priority for us.

H. Muhammad: If we decide to approve this and move forward with the partnership, are we able to then go through the MoU and add or modify specific provisions if we feel that's needed?

Z. Szabo (DOJOKO): We can definitely negotiate that by phone or email, and are open to suggestions.

(Nothing further.)

b. Office Manager Report - J. Hutton



(Tabled to March RCM.)

c. Executive Consul Report - C. Sakr

C. Sakr: Like I said previously, I'll be covering my written report at an SCM seeing as I also have previous executive meeting minutes to get approved, but I do have one thing I'd just like to quickly bring up tonight. I just find it frustrating that people can't make it on Thursdays. This is not to put the blame on any one person in particular, but it states explicitly in the bylaws that our Council meetings take place on Thursday nights, so you should have considered that before running for your position. Thursdays were chosen specifically because there are generally few conflicts in terms of religious and similar obligations, and now we're having to reschedule meetings based on a bunch of different people's availabilities and conflicts, which seems like a lot of work for the Chair. It's just inconvenient and it's never been a problem in the past, but suddenly a bunch of people can't make Thursdays. I totally understand that COVID-19 has disrupted people's schedules and that people have to work odd jobs and whatnot, but I'm a bit upset that it seems like some executives can't make it on Thursday nights because they've enrolled in classes, when they knew beforehand that Council meetings were on Thursday evenings.

AHSCSA: I understand where Christiane is coming from and I agree in part. Regardless of when the meeting is scheduled, I hope that when we agree on a meeting date, most people can make it.

(Nothing further.)

d. Executive Coordinator Report - H. Muhammad

February 27, 2021 Regular Council Meeting
Executive Coordinator Report
Hamza Muhammad - Executive Coordinator

Greetings and welcome to the February Regular Council meeting of the Arts & Science Federation of Associations. The objective of this report is to highlight the duties and tasks I performed as the Executive Coordinator for the month of February.



Firstly, as the Executive Coordinator, I chaired the Policy Committee on February 12, 2021. Among other topics, the policy committee deliberated on the Member at Large candidates who had submitted their application to become part of the Policy Committee. There was a consensus among members of the Policy Committee to appoint Jose Tornes.

Similarly, a few Member Associations had submitted a question to the Policy committee inquiring whether a student in the Co-op program, who is required to complete an internship in an academic year, can also represent students as Member Association Executive or ASFA executive in the same year. The Policy Committee discussed this and will expand on it further in the next meeting.

Additionally, in order to better facilitate the transition for next year ASFA executives, current ASFA executives have decided to prepare a guidebook that will aid future executives to have a better understanding of tasks and responsibilities that are expected from them. The addition of the Guidebook will be incorporated into the Standing Regulations before the end of this mandate.

Secondly, I received an update from the Associate Dean of Planning and Academic Facilities regarding the re-location of student space for CCSA and LSA. The Faculty has allocated a temporary space to them at H508-3. Two offices in the LB building that will serve as a permanent solution to this problem are currently being renovated. The Associate Dean also recognized that there is an imminent need to accommodate CUBCAPS for its student space, the facilities Management is working on it, and will provide details soon. I have included the letter that I have received from the Associate Dean of planning to ensure that respective Member Associations have the letter as a written proof.

Moving further, I also organized and chaired the Bi-weekly staff meetings with the help of the Internal Coordinator. The objective of these staff meetings is to ensure that executives and employees are constantly updated on the projects that ASFA, as an association, is working on. In these staff meetings, employees would get an update on all seven portfolios of ASFA. Correspondingly, all employees are required to submit a one-page report on tasks they performed in the last two weeks to ASFA executives in order to have some check and balance.



Thirdly, as Ex-officio, I attended all internal committee meetings where under the supervision of the Internal Coordinator, an event is being planned that will help Member Association executives to chair meetings and take minutes efficiently. I, equally, attended the Finance Committee meeting in which we approved numerous Special Project Funding Requests, and deliberated on a criterion to allocate Covid-19 bursaries. The objective of this bursary is to help students that are suffering disproportionately in this pandemic. With the unanimous consent of all members of Finance Committee, \$8750 has been set aside for this bursary. Each COVID-19 bursary will comprise of \$250, and total of 35 bursaries will be allocated.

Finally, I also attended all Academic Committee meetings in which members are currently planning a recruitment event that will help students find their desired job. The academic committee is also planning to initiate a bursary that would help disenfranchised students pay their tuition fees.

Lastly, I would like to thank you all for providing me with an opportunity to update you. If you have any questions, concerns or queries please do not hesitate to contact me. You can contact me at executivecoordinator@asfa.ca.

Sincerely,

*Hamza Muhammad
Executive Coordinator*

(Nothing further.)

e. Finance updates - A. Torres and A. Wolski.

January 30th, 2021

Finance Coordinator Report

A. Wolski - Interim Finance Coordinator

Greetings and welcome to the first winter Regular Council meeting of the Arts & Science Federation of Associations in 2021. The following report intends to provide an update of what the Finance Coordinator and FinCom has been working on.



As Interim Finance Coordinator I have chaired the January FinCom meeting, attended executive meetings and responded to emails addressed to the finance coordinator & FinCom to the best of my abilities. Ashley Torres had continued to process payments with ASFA's credit card & kept track of those expenses.

The Finance Committee had one meeting during the month of January, held on the 24th. As appears on the meeting minutes, we have processed two special project funding requests, allocated funds towards the creation of Emergency Covid-19 Bursaries and discussed merchandise payment routing for students ordering merchandise from MASSA.

The two special project funding requests originated from members-at-large seeking funds related to speaker events. The first was allocated their full requested sum of 150\$ and the second was partially funded at 750\$ out of 1016\$ requested with the possibility of reapplying.

As for the Emergency Covid-19 Bursaries, the amount of 8750\$ was allocated to the recreation of these bursaries. At 250\$ per bursary, we will be able to grant 35 bursaries. This amount may be increased in the future but not decreased.

It was also discussed that MASSA may use ASFA's bank account information to receive payment from students for the merchandise offered on the MASSA website. This option was granted due to MASSA's inability to collect cash as is usual for these kinds of sales and because their bank account cannot receive such payments. The incoming funds are expected to be well identified as incoming from MASSA sales, and are then directed back to MASSA.

This month has seen a few delays in communication due to my habituation in the position of interim Finance Coordinator but was overall a success in the completion of the various required tasks. As February begins, Ashley and I should discuss her transition returning as Finance Coordinator & resume operations as they were previously run.

A. Torres: I want to add that we have finally set up the e-transfer process for reimbursements - we're sorry it took this long, it was very complicated to set up. We do have a new reimbursements email, reimbursements@asfa.ca. If you don't receive your e-transfer password by email, please check your spam.

7. Business Recurring

a. Appointments - as needed

(No appointments; tabled to February RCM.)

b. Dojoko Opportunity Proposal Discussion - *Internal & Academic*

A. Kaudeer: From our interactions with Dojoko so far, I think the idea that they've presented to us would be beneficial for ASFA, especially as Arts and Science students get relatively few internships or networking opportunities. I also think it's great that it's on a global scale.

BSA: They mentioned they wouldn't be selling targeted ads and that any ads in the future would be academic in nature, but their model is basically the same as LinkedIn's, which does sell data to recruiters and other third parties. They're giving us access to all of their premium features - to us as an organization and all of our student members - so how are they profiting? The only way they can make money if they're giving away all this stuff for free is by selling data. They also mentioned a CV-filling feature - LinkedIn has that too, and that data is also sold to companies. I'm just not buying that no student data will be sold to companies.

HKAPSA: I'm not sure that ASFA signing up for this and then onboarding all the students How are they going to give premium features to all students and still make money?

H. Muhammad: My understanding is that this platform could be very useful for networking from a student perspective. It's good for students in a lot of fields, especially considering the platform is global. My understanding of the MoU that was presented to us is that we're inviting all our students, no one is being forced to join. We invite our students, and then ASFA's completed our end of the deal. Overall I think this could be beneficial to our members and a good opportunity for ASFA.



A. Torres: I think we need to keep in mind that they're a start-up and we don't know how their MoU is going to evolve over time. I'm uncomfortable with inviting students when we don't know how their data will be used.

C. Milne: I don't know if it's beneficial for us to sign on to this - I don't see the benefits of it for our students when it's still a startup company and a lot of its features are shared by other social media platforms.

AHSCSA: I feel like I don't know enough about the platform. If there wasn't the risk of compromising students' data, I'd jump at this opportunity, but unfortunately that's not the reality. We have to think about the pros and cons going forward, not only the pros.

P. Mitchell: I'm also concerned that it seems like they don't have a lot of North American partners, and I'm assuming even less Canadian companies. It seems like a lot of the benefits of this platform are very similar to LinkedIn, which also has a student section. If they want to come back with a new proposal in a year when they're more established in North America, I could be open to us signing on then. I'm just uncomfortable with making this decision now and potentially leaving a mess for the next executive and Council to clean up.

USAT: I feel like it's way too early for us to sign on to this. The presenter sounded very unsure about how things were going to go in the future. I don't want to agree to something that's still in the very early stages.

S. Shiekhnazhad: I want to clarify that this is more like a combination of different platforms, it's not just a second version of LinkedIn. You can do free courses and different things like that.

P. Mitchell: In terms of free courses - I just want to point out that Concordia already gave us a Udemy subscription, and hardly anyone uses it because we're already enrolled in university and taking courses. Also, why would Dojoko want us to send an invite to all of our alumni when the age cap is 25? That seems a little strange to me.

BSA: There are also lots of free course platforms out there already that students have access to without having to take the risk of partnering with a start-up that's not yet established.



A. Darey: I want to jump off of Payton’s point, because it kind of feels like they’re trying to get us to build their professional platform for them by inviting all of our alumni. I’m not sure how I feel about that.

CCSA: As much as I like startup companies, I’m not sure I’m liking how vague this is. Can we request a full contract from them and run it by our lawyers so that we fully understand the legal ramifications and what’s required on our end?

Chair: Yes, I think ASFA should absolutely have the lawyers look this over if we move forward with the proposal.

A. Torres: Very little data protection laws exist for now around the world; this is a very new field of law. We should keep that in mind even if we do go forward with having the lawyers look it over. The Memorandum of Understanding can always be changed by the company after we sign on to it.

A. Kaudeer motions to move forward with the Dojoko proposal.

S. Shiekhnazhad seconds.

(A poll is created entitled “Does ASFA support moving forward with MoU with Dojoko?” The motion fails by majority vote.)

8. Business Arising

a. COVID-19 Bursary Fund – Exec

Motion - COVID-19 Emergency Bursary Fund

WHEREAS ASFA is an independent association that represents over 19,000 students among various departments at Concordia University;

WHEREAS last year (2019-2020) ASFA provided a Covid-19 Emergency Bursary Fund to assist students to fulfil their primary needs;



WHEREAS each bursary accounted for a total of \$250, and was disbursed by the Finance Committee;

WHEREAS Covid-19 pandemic is still directly affecting students, and they are in dire need of financial assistance;

BE IT FURTHER RESOLVED THAT Finance Committee allocates \$8750 to Covid-19 Emergency Bursary Fund where each bursary will account for \$250;

BE IT FURTHER RESOLVED THAT Finance Committee disburses 35 bursaries in total. It will be mandated to release 12 bursaries in March, April, and 11 bursaries in May 2021.

BE IT FURTHER RESOLVED THAT Finance Committee will prioritize applicants that are not receiving any assistance from Federal or Provincial Government.

BE IT FURTHER RESOLVED THAT Finance Committee will ~~reserve~~ (friendly amendment: prioritize) two bursaries each month for International Students.

BE IT FURTHER RESOLVED THAT Finance Committee will take into consideration whether an applicant is residing alone, or has any dependants.

BE IT FURTHER RESOLVED THAT Finance Committee will require all candidates to submit a Motivation letter of maximum 500 words articulating the need for Covid-19 Emergency Bursary Fund.

(Approved amendment to add:) BE IT FURTHER RESOLVED THAT any standing committees with an un-exhausted budget at an appropriate date as decided by Finance Committee, will have the remaining funds reallocated to this bursary fund, at which time Finance Committee will expand the quantities of bursaries given.

A. Wolski moves to approve the motion.

S. Shiekhnazhad seconds.

A. Wolski: Considering that students have been impacted financially by the COVID-19 pandemic, we want to reinstate the emergency bursaries in the



amount of \$250 each, prioritized by need. Distribution will be done through Finance Committee.

H. Muhammad: ASFA provided these bursaries last year as well, and it significantly helped students across departments.

C. Sakr: Can I make an amendment to have it so that any committees that haven't exhausted their budget by a certain date transfer their funds to this bursary?

A. Torres: This could definitely be feasible.

C. Sakr: Just to clarify, I'm talking about Standing Committees, not MA budgets.

A. Torres: Sure, we can definitely discuss a date and bring it to next Council. I think that's a great idea.

Chair: You can either make a formal amendment or we can approve the motion as is and assign it as an action item for execs.

C. Sakr: I'd like to amend to add: "BIFR: any standing committees with an un-exhausted budget at an appropriate date as decided by Finance Committee, will have the remaining funds reallocated to this bursary fund, at which time Finance Committee will expand the quantities of bursaries given."

A. Torres seconds.

(The amendment is accepted; no oppositions.)

A. Torres: I think we should try to prioritize two bursaries a month for international students rather than mandating it, just in case in a given month no international students apply.

A Wolski: I'll accept that as a friendly amendment.

(The amendment is accepted; no oppositions.)

(The motion is accepted consensually as amended; no oppositions.)



b. Student Space – (Informational)

H. Muhammad: This is just a quick informational point to let you know that Council has a copy of the letter sent to us regarding the Student Space, which I mentioned in my report, for record purposes.

Dear Hamza,

Further to Dean Sicotte's email dated December 18th 2020, our office reviewed your request for space, specially related to CCSA, LSA and CUBCAPS, and we look forward to working with you in addressing both your immediate and longer-term needs.

In addressing the immediate need for an association office for CMLL for when the University re-opens, the Faculty will make H508-3 available to the Association on a temporary basis until a more permanent solution is realized. Two CMLL student association offices are currently being planned for by the Faculty in the LB building to coincide with CMLL's move to LB. As you are aware, renovations within the Hall Building will be continuing over the next few years and will include H5. Accordingly, our office will continue to work with ASFA to ensure on-going student association space for CMLL. We hope that this solution will meet the needs of the LSA and CCSA as we move forward.

With respect to CUBCAPS, the Faculty is and has been aware of the need for suitable space and has been working with Facilities Management to create inviting student spaces within the SP building. We certainly look forward to discussing this further with ASFA once we have more concrete details.

We recognize the value the Faculty's student associations bring to the University and its students, and welcome discussions as to ASFA's member association space needs.

Please do not hesitate to contact me or my office if you need any additional information or to discuss further.

Best regards,



John A Capobianco, PhD
Associate Dean, Planning and Academic Facilities
Faculty of Arts and Science
adpaf.fas@concordia.ca

9. Announcements & Question Period

BSA: We have an event about artificial intelligence coming up; definitely check that out!

H. Muhammad: ASFA will soon be released information that the nomination period for our general elections starts on March 8th. I'd recommend that all MAs share that information with your members when it comes out.

10. Adjournment

Chair adjourns the meeting at **8:59 pm**.