



**Lady Eaton College Cabinet
Minutes
January 28th, 2024
ECC 207/Zoom
3:00 p.m.**

Present (Voting): Noah Edwards, Dante Pio, Beth Wallace, Brayden Heath, Reem Muqtadar*, Dee Carter, Dorcas Oladele*, Alisha Gopinath*, and Eden Cain.

Present (Non-Voting): Karilin Wilson, Camryn Moerchen, Aditi Midha*, Kyra Myderwyk, Mia Richardson*, and Eden Davila.

Public Present:

Regrets: Rushk Choudry.

Absent: Mads Leduc, Lase Arowolo, and Ishita Gurav.

(* Denotes electronic participation)

1. Call to Order

Meeting is called to order at 3:01pm on Sunday, January 28th, 2024.

2. Speaker’s Remarks.....Karilin Wilson

Land acknowledgement: *We respectfully acknowledge that we are on treaty and traditional territory of the Mississauga Anishinabeg. We offer our gratitude to First Nations for their care for, and teachings about, our earth and relations. May we honour those teachings.*

3. Approval of Agenda

Motion: That the agenda for the January 28th, 2024 Lady Eaton College Cabinet meeting be approved.

Moved by: Dante Pio

Seconded by: Dee Carter

Discussion: N/A

Carried unanimously

4. Approval of Minutes

Motion: That the minutes for the January 14th, 2024 Lady Eaton College Cabinet Meeting be approved.

Moved by: Eden Cain

Seconded by: Sarah Ovens

Discussion: N/A

Carried unanimously

5. Presentations

a. Microsoft Teams Transition – Noah Edwards

i. Why?

- Professional and used in many workplaces, which will be good experience.
- Ensures files are all in the same place.
- Everyone has access through their Trent account while emails are transitioned to Outlook.

ii. How?

- A Cabinet Teams group already exists.
- There are different channels for different uses.
- Electronic participation will now be via Teams instead of Zoom.
- We are going to try to transition our Instagram group chat over to Teams.
- There will be no large group chat as it may get too cluttered. Posts on a channel will keep things organized.

iii. What You Need to Do

- Download Teams on your phone and/or laptop.
- Please try to start reaching out to other cabinet members via Teams.
- Please refer to Dee as Dee! That is their name! The one displayed on Teams is their legal name and not the one they use/their actual name.

b. Winter College Weekend – Noah Edwards and Dante Pio

i. Safety

- Please ensure your event is as safe as possible.
- Hygiene
 - Wash your hands before touching food!
 - Bring hand sanitizer if you're serving food at your event.
 - Wipe tables that will have food on them.
- Waivers
 - Only snowshoeing requires a waiver.
- Emergency Response

- Ensure you have the Trent safety app and are aware of Trent Security's emergency number.
- Cleanup
 - Return the space to the way it was (or better) before you leave.
 - Wipe surfaces, clean up trash, etc.
- ii. Chain of Command
 - Start with the event organizer if you have any questions about the event.
 - There will also be a designated executive member for each event to help if anything happens.
 - Then reach out to the DPM, and then the PM.
- iii. Events Overview
 - Vehicles
 - Members who will be driving to shop for Winter College Weekend will get reimbursed for gas.
 - Cocoa and Mocktails
 - Dante and Noah are the hosts
 - The slides for each event will be on Teams.
 - Reframe Movie Night
 - Alisha is the host.
 - Cookie Decorating
 - Mia is the host.
 - Billiards
 - Ishita is the host.
 - Coffee House
 - Dee and Rushk are the hosts.
 - Hopefully there will be some volunteers from TUAC.
 - Cereal House
 - Eden D. is the host.
 - Crafternoon
 - Dorcas is the event host.
 - Snowshoeing
 - Reem is the event host and Noah will be holding down the fort in the office.
 - Toad Bingo
 - Camryn is the event host.
 - General Reminders
 - Please avoid contacting the DPM and PM if the reason is not very serious. Go to the event host first.
 - Read the event cards for the events you will be attending.

- If you want to switch events with people, ask the event host and let Dante know.
- For each event, meet at the cabinet office to pick up supplies.
- Do not touch supplies for other events, unless the event host gives explicit permission or if they're supposed to be shared.
- Have people complete the QR code, there are prizes they will be entered to win if they fill it out!
- Advertisements
 - Social media, posters, Drumline, etc.
 - Lots of advertising will be coming out starting Monday.
- Remaining Tasks
 - Chalking the bridge (both).
 - Kyra adds if you need chalk, you can ask TCSA for some. We can also the College Office for chalk.
 - Printing off the posters.

c. Spring General Elections – Noah Edwards

- i. Appointment of Lead Electoral Officer and Deputy Electoral Officer.

Motion: That Noah Edwards be appointed as Lead Electoral Officer and Dante Pio be appointed as Deputy Electoral Officer for the 2024 Spring General Election.

Moved by: Brayden Heath

Seconded by: Dee Carter

Discussion: N/A

Carried unanimously

- ii. Approval of Election Timelines

Motion: That the 2024 Spring General Election timelines be approved as follows: nominations open, March 10th, 9 am; nominations close, March 31st, 9 am; speeches, April 1st, 7 pm; voting opens, April 2nd, noon; voting closes April 4th, 4 pm; and turnover meeting/ratification April 7th, 3 pm.

Moved by: Noah Edwards

Seconded by: Dante Pio

Discussion: N/A

Carried unanimously

6. Committee Reports

a. Events Planning Committee – Chair Dante

- i. 2024-01-21 Meeting
 - Vice Chair - Dee
 - Winter College Weekend Updates
 - Went over risk assessments and room bookings.
- ii. 2024-01-28 Meeting
 - Winter College Weekend Updates
 - Talked about how social media was going to go.
 - Talked about shopping lists. If you haven't sent them to Dee for your event yet, you need to send them in by the end of today.
 - If you've already sent it to Dante, please make sure to send it to do Dee over Teams.
 - Also, if you haven't sent an advertisement in yet, Dee will be using the ones they made.
 - Make snowpeople! However, you will only be considered by the Social Media vote and not the Cabinet vote.
 - Valentine's Day Collaboration
 - Event with College Office where we watch a queer love movie and make and eat desserts.
 - We might hand out some cotton candy during office hours.
 - Leap Year Event
 - A possible birthday party for Dr. Toad!
 - Just an idea at the moment.

b. Legislation Review Committee – Chair Dante

- i. 2024-01-14 Meeting
 - Residence Life Dons and Cabinet
 - There are going to be some changes made between RLDs and Cabinet.
 - A draft document will be sent out for cabinet to review and give feedback on.
 - Internal Committees
 - Possible changes.

7. Minister Reports

a. Prime Minister.....Noah Edwards

- i. Student Leaders Meeting
- ii. TCSA
 - Board of Directors Meeting

- We require a representative for the Student Award of Excellence Committee
 - 2-3 meetings, 3–4-hour time commitment.
 - If you're on the committee you cannot win the award.
 - Meeting times would be by a WhenToMeet.
 - Please let Noah know if you would like to volunteer.
- iii. Clubs and Groups Funding
- iv. Events
 - No longer doing Black History Month event due to time restrictions.
- v. JCR Survey
 - Will close before reading break.
- vi. Air Hockey Table
 - Finally gone!!!!
- vii. Pit TV
 - Finally installed, social media posts have been queued for later this week.
- viii. East vs West Hockey Game Update
 - West Bank won!!
 - There will be another meeting for post-event feedback and budget.
 - A little over 500 tickets were sold!
- ix. College Repairs
 - No updates.
- x. College Office Meeting
 - Discussed Winter College Weekend.
 - Two new prizes from LEC. One to an LEC Fellow and one to a student leader.
- xi. Purchases
 - Popcorn machine! \$60 and uses oil.

b. Deputy Prime Minister.....Dante Pio

- i. January 17th CASSC Meeting
 - Discussed Bata Library.
 - Discussed University Budget. Was presented in a somewhat confusing way (no visuals were presented).
 - International enrollment is increasing, and domestic enrollment is decreasing. 20% of our enrollment is international students, mostly at the Durham campus.
 - Dee asks if Trent is going to make a statement about it, there has been none.

- Discussed the Strategic Teaching Plan.
 - Discussed how the operating budget has been shrinking.
 - Discussed different metrics for grants.
 - Discussed the Blue Ribbon Panel.
 - Discussed that they have a debt of \$71 million.
 - Discussed new college.
 - Discussed orientation week.
 - Discussed the different options for affordable food on campus.
 - The new food contract at Trent will be announced on the 5th.
- ii. Ancillary Fee Protocol Updates
- On Teams.
- iii. Office Hours
- Tuesday to Friday, Office Hours will take place in the PIT for the Art Auction.
 - Please let Cabinet know if you cannot make your hours this week, the earlier the notice the better.
 - There will be instructions in the PIT on how tabling for the LEC Art Auction will work.
 - There will be no board games or pool signups during those office hours.

c. Senator.....Beth Wallace

i. Senate Report

- On January 16th Beth attended the Senate meeting.
- The Entities List.
 - The government determined a list of organizations that Trent has to not have ties with.
 - If they don't comply with the list, they lose their income from the government.
 - Mostly has to do with Canadian intelligence.
- Blue Ribbon Panel.
- Increases in tuition.
- Artificial intelligence.
 - Thinking of tools and guidelines to use.
 - New additions to the Academic Integrity section to account for AI.
- The name change for International Development Studies was approved.
- Eden asks if you use Grammarly, will you get flagged for Academic Integrity violations? Noah answers as long as you're not

using AI to generate assignments or text, it's okay. Feedback is still a bit of a grey area. Noah also mentions that it's good to keep rough drafts of your work just in case.

d. TCSA Commissioner.....Sarah Ovens

i. Board Meeting

- Aimee met up with Toadlly Amplified!
- She also received some feedback from the Food Pantry.
- Met with some people for a Legal Clinic
- She contributed \$600 to the Challenging Islamophobia panel.
- Discussed Frost Week.
- Discussed the Student Engagement Committee.
- Discussed the first Senate meeting.
- Discussed Food Pantry appointments.
- Discussed the service lockers.
- Discussed the draft budget for the pantry.
- Monthly free breakfast in the Student Freedom Lounge!
- Discussed Punch-A-Lunch. TCSA is out of cards unless you book a Food Pantry appointment.
- Discussed TCSA legislation changes.
- Discussed TCSA position openings.
- Discussed TCSA elections.

Note: Alisha left at 4:10pm.

e. Minister of Communications & Publicity.....Dee Carter

i. Social Media Updates

- Deadlines for today! If you have posters, shopping lists, or anything you need to send to Dee, please send it to him ASAP!! And at a decent time.
 - If they do not receive anything from you, they will assume you don't need anything. Backup advertisements are already made for Winter College Weekend.
- The LEC Cabinet Instagram is about to get busy!
 - There will be one post for each day of events!
 - The Meet the Teams post is up!
- The LEC Cabinet board will be going up soon! If you would like to help, please let him know!!
- If Dee has not responded to your email, please send it over Teams.

- 8. Correspondence**
- 9. Questions from the Public**
- 10. Any Other Business**
- 11. Closed Session**
- 12. Adjournment**

Motion: That this meeting adjourns at 4:28pm on January 28th, 2024.

Moved by: Noah Edwards

Seconded by: Dante Pio

Carried unanimously