



**Black Student Success Centre (PACAR)  
February 2, 2024 | 3:30 – 4:30pm | Hybrid**

**Minutes**

**Attendees:** M. Fogarty (Co-Chair), M. McKinnon, A. Amankwah-Poku, T. Powell, J. Desmond, M. Desmond

**Regrets:** R. Upshaw (Co-Chair), S. Kemp, G. Gallimore, L. Reddick, O. Nzindukiyimana, T. Reddick,

1. M. Fogarty called the meeting to order and welcomed everyone at 3:35 PM.
2. Space issue- continued negotiations have delayed official location announcement. Should be finalized in near future. Megan will keep everyone updated.
3. Job descriptions finalized. Will be sent to for approval to Executive February 6<sup>th</sup> and will be on website by February 7<sup>th</sup>
  - \*\*\*\* due to weather, this process will be delayed to February 13<sup>th</sup> with anticipated posting on February 14<sup>th</sup>\*\*\*\*
4. Structure of hiring panel discussed. Ideally one staff, one faculty, one student and one community member.
  - Anyone interested in sitting on the hiring panel for either position please notify Megan by end of day February 14<sup>th</sup>
5. Office locations for 2 new positions discussed:
  - Counsellor will have permanent location at 424A Bloomfield (same pod as Tamara and Megan). This location will provide students with required privacy
  - Temporary location for the centre manager has been identified and is waiting final approval.
6. Meeting adjourned 4:25 PM.