
STATE OF THE ASSOCIATION



2016/2017

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WELCOME FROM THE MSA BOARD OF DIRECTORS

The Mohawk Students' Association (MSA) mission is to enhance all students' college experiences through leadership, support and advocacy. In keeping with this mission, we strive to provide the best services, programs, and support to help students succeed.

This 2016-2017 State of the Association document provides a broad overview of the MSA and its accomplishments over the previous year. This report includes highlights of the MSA's broad range of student services, contributions to our community, and a review of the organization's financial standing at year-end.

Thank you to our 34 professional staff, more than 100 student employees, and our Student Representatives who help provide a strong foundation for the MSA. Our collective efforts in representing students and providing them with the highest quality services is what makes us successful in our roles as student advocates.

I am honoured to present this State of the Association address on behalf of the MSA and the Board of Directors. I strongly encourage all students to review this report and learn more about how the MSA serves the students of Mohawk College.

Thank you,

Samantha Hoover
President, Mohawk Students' Association (2017/18)

2016/17 BOARD OF DIRECTORS

Kyle Datzkiw, President

Luke Baylis, Past President

Troy Anstett, Vice President,
Marketing and Communications

Alexander Presta, Vice President, Fennell

David Watson, Vice President,
Stoney Creek

Andrew Pidsadny, Vice President, Finance

Terrance McBean, Vice President,
Health Sciences

Samantha Hoover, Director, Media and
Interdisciplinary Studies

Elisha Martin, Director,
Community and Urban Studies

Bruce Wu, Director, Technology

Alex Kaulback, Director, Business

MISSION, VISION & VALUES

MISSION STATEMENT

To enhance all students' college experiences through leadership, support, and advocacy.

VISION STATEMENT

We, respectfully, support and advocate for our students through strong leadership, teamwork, and communication to promote their academic success.

Using our core values we will demonstrate our commitment to continuously develop services, programming, and entertainment to promote success.

We will always advocate for each of our students to promote fairness and equity as part of their Mohawk experience.

VALUES

- Accountability to our membership for all of our decisions and actions
- Advocating for the benefit of our membership
- Respecting students and their diversity in interests and needs
- Integrity in our business activities and community affiliations
- Leadership through example and opportunities

ABOUT THE MSA

WHAT IS THE MOHAWK STUDENTS' ASSOCIATION?

The MSA is governed by an elected board of students. Who provide direction for the operation of the association, while providing advocacy and support to all Mohawk College students.

WHY DOES THE MSA EXIST?

The Mohawk Students' Association serves students through four pillars: Advocacy, Services, Facilities and Events. We advocate on behalf of our students through our monthly Board meetings, membership on many college committees, approval of ancillary college fees, and most importantly, our Student Rep system which allows us to connect with our student-body.

MSA services include the Health and Dental Plan, HSR Bus Pass, emergency loans, legal counselling, food bank, equipment loans, grad photos, and much more.

Our facilities include the Student Centre at the Fennell Campus, which is home to our main administration offices. The College's centre for inclusivity, Social Inc., is also located within the Student Centre. The MSA also has offices at both the Stoney Creek campus and the Institute for Applied Health Sciences at McMaster.

HOW DOES THE MSA REPRESENT MOHAWK STUDENTS?

The Mohawk Students' Association (MSA) is the governing body for all students. The Board of Directors is made up of 11 elected and appointed positions. Vice-Presidents represent each campus, with Directors representing each academic school. The MSA works tirelessly to advocate on behalf of their members, whether that be through approval of fees, addressing student concerns, sitting on College committees or participating in behavioral or academic appeals.

Outside of campus, the MSA networks with peers at other post-secondary institutions and meets regularly with representatives at the municipal, provincial and federal level to discuss current issues and advocate on behalf of our students.

The MSA Board of Directors meets on the third Wednesday of every month in the MSA Boardroom, room G111 of the Student Centre. The presentation and open portions of the meetings typically start at 6:00 p.m. and are open to all students. Elections for the MSA are held in February of each year. If seats become vacant during the year, they are filled through an application and interview process.

OUR FACILITIES



FOOD COURT

The MSA operates a variety of food outlets in the Student Centre that offer a range of fresh, affordable options for students. Brewed Awakenings serves freshly brewed coffee, baked goods, healthy snacks, and grab-and-go soups and sandwiches. The Urban Fork serves both breakfast and lunch, specializing in hot foods fresh off the grill. Pizza Pizza/The Lunch Box offers made-to-order salads, wraps, and sandwiches as well as pizza and calzones. The MSA also operates Booster Juice, located in the DBARC.

HEATH STUDY LOUNGE

The Heath Study Lounge was created in response to student demand, and includes more than 50 seats for quiet, individual study. The space also includes three group meeting rooms that can be booked by students at no cost.

THE ARNIE

The Arnie is a popular hang-out space for students, and hosts a huge range of events including Friday Flix, Common Hour events, concerts, and Pub Nights. On a typical day, the Arnie sees hundreds of students drop in for lunch, or to meet with their classmates.

THE CELLAR

With seated table service and a rich history, The Cellar provides students with a restaurant experience on campus. The Cellar offers a full eat-in menu and a range of draught beer options and local micro-brews.

CLUBS ROOM

The Clubs Room is a flexible space where students can connect with peers who share the same interests and hobbies, as part of an approved MSA Club. The space is available for booking at no cost to student clubs. The Clubs Room is also used to facilitate Grad Photos each semester.

Questions about the MSA and/or representation can be directed to the MSA Board of Directors. Contact information is available online at www.mohawkstudents.ca or from the MSA Office at your campus.

THE YEAR IN REVIEW

The Mohawk Students' Association provides trusted, helpful, and relevant services to support students through the full college cycle. Highlights of some of these services for the 2016-2017 year include:

LEGAL AID SERVICE

The MSA Legal Counsellor, William Reid, provides free legal advice to students on a number of topics including landlord/tenant issues, family law, and other relevant areas. He is on campus one afternoon per week to meet with students. This year, William had over 270 appointments. William also assists the MSA with student legal seminars including a seminar geared towards international students to help them understand Canadian law.

EQUIPMENT LOANS

Students who forget their required classroom equipment may borrow a number of items from the MSA, free of charge, for a period of two days. Available equipment includes lab coats, safety glasses, calculators, and other items specific to academic programming at each campus. This year, over 2,100 items were borrowed.

FOOD BANK VISITS

The MSA food bank is a vital service on campus that allows students to focus on their studies, instead of worrying about where their next meal is coming from. Students who register may pick up a pre-packaged bag, twice per month. Each bag contains breakfast foods and non-perishable items such as pasta and sauce, canned vegetables, soups and fruits, as well as snack items and personal hygiene items. In 2016-17 the food bank had 743 visitors. A number of College departments and individual students and staff helped support the food bank with cash and in-kind donations.

EMERGENCY LOANS

The MSA provides short-term, interest-free emergency loans to students in need, whether they are waiting for OSAP, in between pay-cheques, or just short on funds. Students may receive a loan of \$150, once per semester. In dire emergencies, with the support of the College's Counsellors and Student Success Advisors, a few students each year have their loans converted to grants. In 2016-17, 321 students received loans, with a total value of \$48,150.

STUDENT HEALTH AND DENTAL PLAN

The MSA has contracted Studentcare to provide affordable health and dental benefits for our students. At a cost of \$180 per year, students have coverage for eligible prescription medications, dental services, and medical practitioners such as physiotherapists, chiropractors, and massage therapists. Coverage also includes travel insurance, and more. Over 13,000 students were included in the plan for the 2016-2017 year.



CONSIGNMENT TICKETS

The MSA sells attraction tickets at a discounted rate to students, staff, alumni and the community. Attractions include Canada's Wonderland, Wild Water Works, Darien Lake and the African Lion Safari. 2016-17 saw a decrease in the number of tickets sold, mainly due to construction which blocked access to the office during the summer semester. In total, 135 tickets were sold.

ZIP CAR

The MSA has partnered with Zip Car to provide a car share service for students and staff. Located outside the Student Centre, the service had 80 members with a usage rate of 34.8%. Members may rent the vehicle for as little as an hour or up to a full day. Rental rates include the cost of gas and insurance on the vehicle. There are plans to add to second vehicle should the usage rates require it.

HEATH STUDY LOUNGE

The Heath Study Lounge was created as a student-led initiative, MSA Gives Back, which allowed students to submit ideas for campus improvement, in a "Dragon's Den" style competition. Students can study in open areas or book group spaces. Group spaces are booked approximately 70% of the time, with almost 100% occupancy during mid-terms and final exam periods.

SOCIAL MEDIA

In the 2016-2017 year, the MSA operated social media accounts through Facebook, Twitter and Instagram to connect with students about services, events and other important information. Here are a few statistical highlights from the year:

MSA Facebook

Number of Posts: 356
New Page Likes: 767
Total Organic Reach: 56,588

MSA Instagram

Number of Posts: 158
New Followers: unavailable
Total Impressions: unavailable

MSA Twitter

Number of Posts: 228
New Followers: 960
Total Impressions: 364,033

SPECIAL EVENTS

The MSA hosts events at all three campuses throughout the year. Special events includes a range of activities, including some designed to help students de-stress and others that support academic success. Events executed during the 2016-2017 year include:

Concerts: 5
Common Hour Events: 18
Other Special Events: 54
Satellite Campus Events: 7

MAJOR CONTRIBUTIONS

A BETTER COMMUNITY DAY

A Better Community Day, also known as 'ABC Day' or 'ABCD', is an event that partners volunteers with local not-for-profit organizations to facilitate a day's worth of positive action in the community. Each year, ABC Day also donates more than \$10,000 to various community organizations.

ABC Day started as a grassroots volunteer initiative led by the 2015-2016 MSA Board of Directors, and has since grown into an annual Hamilton community event. The vision behind ABC Day is to make tomorrow's Hamilton better than today's through volunteer activities across the city.

The inaugural ABC Day took place on April 3, 2016 with over 100 participating students and community members. Volunteers signed up to support one of three organizations: the Escarpment Project, City School by Mohawk (in partnership with the Eva Rothwell Centre) and Food4Kids. Through this first event, the MSA recognized the enthusiasm of students and their eagerness to support community outreach.

In ABC Day's second year, participation doubled to over 200 registered volunteers. With this increase in student and community volunteers, three new non-profit partners were added as well: Mohawk College's Fennell Orchard, Habitat for Humanity, and the Kiwanis Boys and Girls Club. ABC Day 2016-2017 provided \$500 donations to 25 different community organizations, for a total contribution of \$12,500 and over 800 hours of volunteering.

To date, ABC Day has received media coverage in local news outlets, including the Hamilton Spectator and Hamilton Mountain News. The MSA's third annual ABC Day will once again build on the success of previous years. The 2017-2018 ABC Day is scheduled to take place on Sunday, April 8.

JOYCE CENTRE FOR PARTNERSHIP & INNOVATION

The Mohawk Students' Association joined the Government of Canada, The Joyce Family Foundation and ArcelorMittal Dofasco in supporting the construction of Canada's largest, and the region's first, net zero-energy institutional building.

The MSA committed to an investment of \$1 million in The Joyce Centre for Partnership & Innovation at Mohawk's Fennell campus. The 96,000 square foot centre, set to open for students in September 2018, is part of the largest renewal of labs and classrooms in Mohawk's 50-year history. Enrolment in high-demand technology programs will grow from 3,500 to 4,500 students and applied research projects with industry partners will increase by 50 per cent.

In addition to supporting the Joyce Centre for Partnership & Innovation, the MSA has also invested upwards of \$2.5 million over the past three years towards the creation or renovation of student-focused spaces at Mohawk's campuses.

MAJOR CONTRIBUTIONS

COMMUNITY DONATIONS

Each year, the Board of Directors makes several donations to community causes that are important to Mohawk students. Donations also support on- and off-campus events and activities that enhance academic and personal success for Mohawk students.

In addition to monetary donations, the Board of Directors donates space for activities and events in the Student Centre that support academic programming and student employment. All donation requests are submitted to the Board by students, and are then reviewed for approval.

Monetary Donations

Leadership Summit for Women: \$2,000

Child and Youth Worker Mission Trip: \$1,500

Community Engagement Committee Backpacks for Foster Children Program: \$500

Advanced Learning Conference: \$500

Wellness Expo: \$750

Hive X Conference: \$5,000

Television Broadcasting Project: \$500

Carpe Noctem (2 events): \$1,000

Neighbour to Neighbour: \$100

McKeil School of Business Toy Drive: \$500

Mohawk Marketing Competition: \$200

Fit to Pitch: \$300

Living Rock: \$150

In-Kind Venue Donations

Popsicle Stick Bridge Competition

International Student Welcome

Photo Night

Explore Program Gala

Alumni Association's Backpack to Briefcase Series

Day One Orientation, McKeil School of Business

Fit to Pitch

Surge Career Fair

Integrated Marketing Communications Event

CE Student/Faculty Meet and Greet

College Open House

Student Leadership Development Series

Co-op Employer Appreciation Breakfast

FINANCIAL REPORT

BY ANDREW PIDSADNY, VP FINANCE

MacGillivray Chartered Accountants & Business Advisors have successfully audited the financial statements of the Association for the year ended April 30, 2017. Jim Horn and Gail Almond lead the audit and have previously audited six years of the Association's financial statements under Horn Almond Chartered Accountants before joining MacGillivray Chartered Accountants & Business Advisors on November 1, 2016. MacGillivray Chartered Accountants presented the Association with the audited financial statements and we are pleased with the quality and thoroughness of their work.

These financial statements were audited in accordance with Canadian Generally Accepted Auditing standards and in their opinion, the financial statements present fairly, in all material respects, the financial position of Mohawk Student' Association and the results of its operations and its cash flows for the year ended April 30, 2017 in accordance with Canadian accounting standards for not-for-profit organizations.

Included in the financial statements are the statement of financial position, statement of operations, statement of changes in fund balances and statement of cash flows.

Based on the 2017-18 budget process (completed Feb. 2017), the Board decided to not increase the Student Activity Fee for the academic year; therefore the Student Activity Fee will remain at \$200/academic year.

Year	Student Activity Fee
2015/16	\$ 190.00
2016/17	\$ 200.00
2017/18	\$200.00

Audit of 2016/17 has confirmed:

A net income of \$305,453, an increase in the Operating Fund of \$381,057 and a decrease to the Capital Fund of \$75,604.

The major expenses for fiscal 2016/17 were:

- \$1,061,000 – Front Office/Lobby Renovation
- \$986,000 – Arnie/Food Services Renovation
- \$1,877,500 – Payroll and Benefits
- \$738,500 – Combined cost of goods in food and beverage outlets
- \$647,900 – Amortization of Capital Assets
- \$328,700 – Occupancy Cost

The Association's financial position continues to be strong with \$1,294,777 in cash and \$1,798,199 in investments as of April 30, 2017. Included in this, is the allocation of a \$750,000 contingency fund, which by policy, is only to be used to cover operating costs in the event of significant shortfalls in revenue or for a major unbudgeted expenditure. By policy, part of the cash and investments is \$392,042 of internally restricted funds related to the Medical Plan. Since inception of the plan, the MSA has done and outstanding job of fiscal management, allowing for use of the reserves to offset future Health Plan enhancements.

FINANCIAL AUDIT

FINANCIAL BREAKDOWN



Gail C. Almand, CPA, CA
 Brian L. Braun, CPA, CA
 George Karteros, CPA, CA
 Jamie R. Mitchell, CPA, CA, CBV
 David J. Straughan, CPA, CA

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Mohawk Students' Association

We have audited the accompanying financial statements of Mohawk Students' Association, which comprise the statement of financial position as at April 30, 2017, and the statements of operations, changes in fund balances, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Mohawk Students' Association as at April 30, 2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

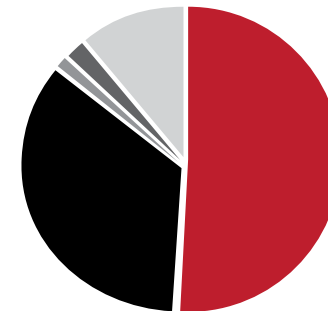
CHARTERED ACCOUNTANTS,
 LICENSED PUBLIC ACCOUNTANTS

Mississauga, Ontario
 September 20, 2017

MacGillivray Brampton
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1) 2016-2017 FUNDING

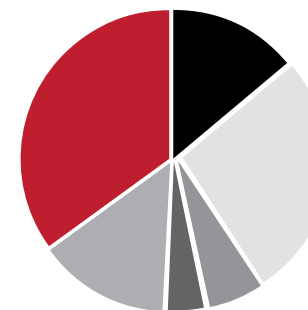
The chart below provides an overview of the MSA's primary sources of funding/revenue.



- Student Activity Fee (51%) \$2,538,000
- Food, Beverage & Catering Operations (35%) \$1,735,300
- External Revenue (1%) \$49,800
- Other User Fees (2%) \$90,950
- Reserves (11%) \$517,140

2) 2016-2017 EXPENSES

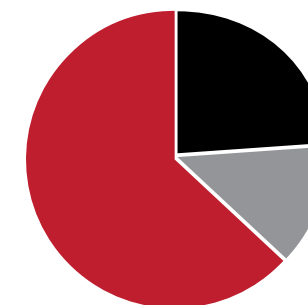
The chart below illustrates how funds were spent, broken down into key areas.



- Capital (14%) \$666,900
- Administration (27%) \$1,306,600
- Student Government (6%) \$263,450
- Student Services (4%) \$189,800
- Communications & Events (14%) \$704,800
- Food, Beverage & Catering (35%) \$1,773,300

3) 2016-2017 RESERVES

The Health Plan reserve is a restricted fund that is used only to cover costs of the Health Plan over and above the collected premiums. The Contingency Fund is used only to cover operating costs in the event of significant shortfalls in revenue or for a major unbudgeted expenditure. The remaining reserve funds represent the MSA's investments, and liquid assets that support day-to-day operation.



- Contingency Fund (24%) \$750,000
- Health Plan Reserve (13%) \$392,042
- Operating Funds & Investment Surplus (63%) \$1,950,934

A complete list of audited financial statements is available online at www.mohawkstudents.ca/agm

MSA STRATEGIC PLAN

In October 2017, the MSA Board of Directors formally endorsed the 2017-2020 Strategic Plan. The 2017-2020 Strategic Plan establishes realistic, achievable goals that will make a positive impact on the overall quality of the student experience at Mohawk College.

The Strategic Plan provides a road-map for decision-making, and will enhance continuity across multiple Board terms by setting a high-level direction for the organization while allowing for flexibility as the post-secondary environment evolves.

This Strategic Plan includes an overview of the consultation and development process conducted by two consecutive Boards of Directors (2016/17 and 2017/18). These processes have informed the Strategic Plan that will guide the MSA in pursuing their mission – to enhance all students’ college experience – over the next three Board terms.

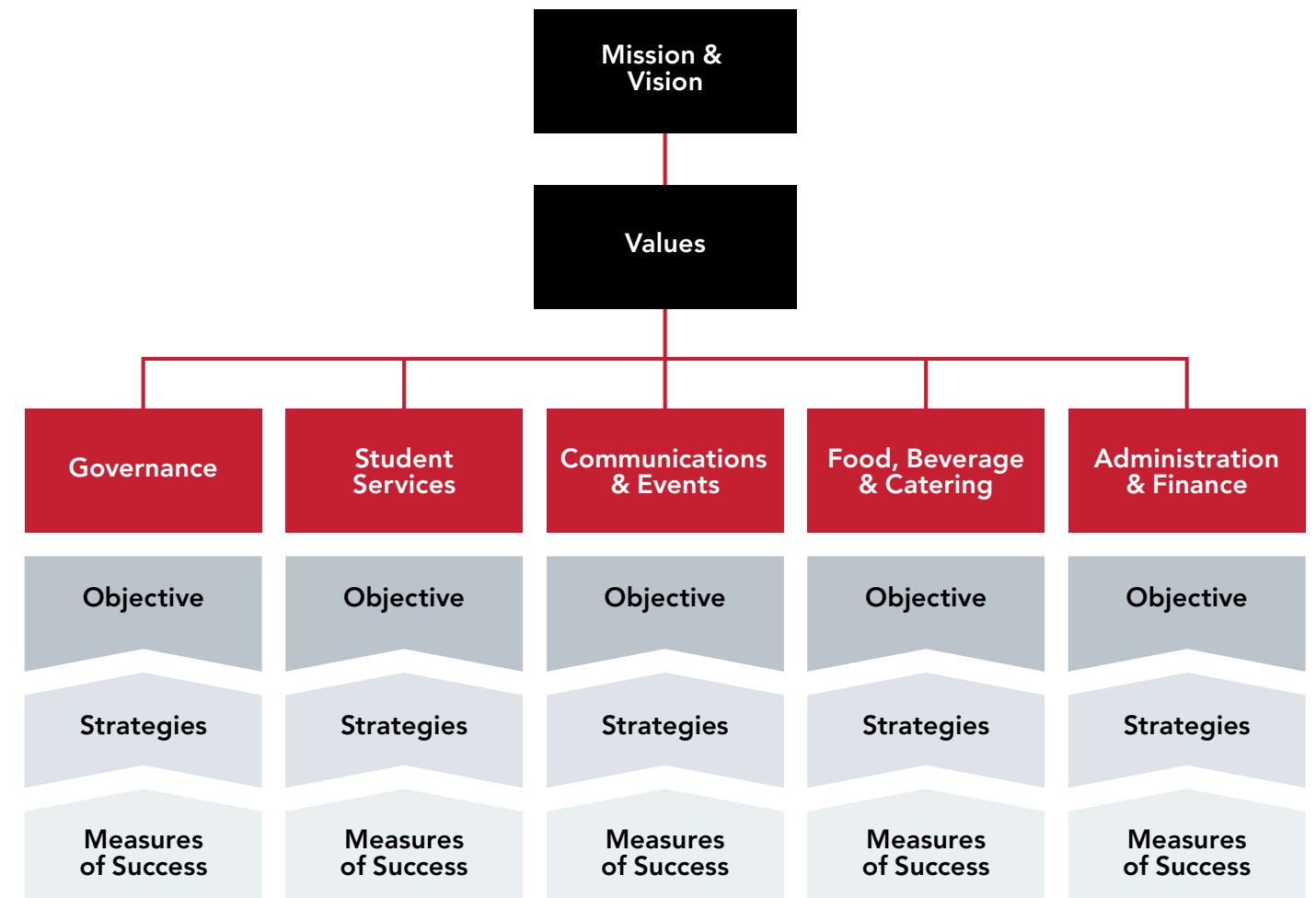
The 2017-2020 Strategic Plan is based on a holistic examination of the Mohawk Students’ Association. Internal and external factors that could impact the organization were considered as part of the strategic planning process to ensure the MSA can respond effectively and efficiently to emerging challenges and opportunities.

The Strategic Plan is designed around the five key areas that set a strong foundation for the organization: Governance, Student Services, Communications & Events, Food, Beverage & Catering, and Administration & Finance. For each area, the Board of Directors has established an objective that represents a multi-year outcome that is achieved as a result of implementing the Strategic Plan.

To ensure continued momentum, the Strategic Plan calls for effective communication of progress, best practices and success stories to increase engagement and awareness among students, staff, student leaders and the broader College community.

Each April, the MSA staff and Board of Directors will develop an annual implementation plan that reaffirms the organization’s commitment to the objectives and strategies identified in the Strategic Plan. In addition, the MSA will produce an Annual Report that reviews activities and achievements within the time-frame of the academic year. This allows for a thorough review of MSA activities using the implementation plan as a benchmark for measurement. The Annual Report will be a key tool in informing the development of the implementation plan for the following academic year.

STRATEGIC PLAN FRAMEWORK



As illustrated in the chart above, each objective is supported by a series of related strategies that will act as the blueprint for achieving the goals of the Strategic Plan. The strategies also include a set of metrics that enable monitoring of year-over-year progress in implementing the Strategic Plan and realizing its objectives.

You can view the full strategic plan at www.mohawkstudents.ca/strategic-plan



MOVING FORWARD

In the 2017-2018 year, the MSA will be undertaking a complete review of our service offerings, using student feedback to determine where improvements or additions can be made. There are also plans in place to launch new services that provide added value for students, such as the MSA Career Closet which will provide gently used business clothing for students who need appropriate attire for placements and job interviews.

Guided by the new Strategic Plan, we look forward to building on the success of 2016-2017. In keeping with our student-first philosophy, the MSA will continue to listen and respond to the wants and needs of students at Mohawk College, as the college landscape and campus demographics change.





WWW.MOHAWKSTUDENTS.CA
