

# MINUTES

Board of Directors Meeting # 1

May 31, 2023 – 6:00 pm

Microsoft Teams



## Attendance – May 31, 2023

<b>Board of Directors</b>			
<b>At-Large Representatives (Elected)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Jonah Greenhut	College of Arts	Regrets	
Vacant	College of Arts		
Daniel Spinner	College of Biological Science	Present	d: 7:47pm
Vacant	College of Biological Science		
Jake Levy	College of Engineering and Physical Sciences	Present	d: 7:41pm
Vacant	College of Engineering and Physical Sciences		
Mason Friebe	College of Social and Applied Human Sciences	Present	
Vacant	College of Social and Applied Human Sciences		
Mauricio Fernandez	Gordon S. Lang School of Business and Economics	Present	
Daniel Neiterman	Gordon S. Lang School of Business and Economics	Regrets	
Vacant	Ontario Agricultural College		
Vacant	Ontario Agricultural College		
Noam Einy	Ontario Veterinary College	Regrets	
Vacant	Ontario Veterinary College		
<b>Member College Government Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Vacant	College of Arts Student Union		
Natalie Wilkinson	College of Biological Science Student Council	Present	
Abdul Rafe Khan	College of Engineering and Physical Sciences Student Council	Present	
Vacant	College of Social and Applied Human Sciences - Student Alliance		
Ethan Gouveia	Lang Students' Association	Regrets	
Taylor Legge	Student Federation of the Ontario Agricultural College	Regrets	
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		

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<b>Student Organization Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Samantha Scott	Indigenous Student Society (ISS)	Regrets	
Chikaima Ifezue	Guelph Black Students Association (GBSA)	Present	
Vacant	Guelph Queer Equality (GQE)		
Vacant	Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED)		
Vacant	International Student Organization (ISO)		
Emma LeBrun	Interhall Council (IHC)	Present	
Naomi Amayaevbo	Guelph Campus Co-op	Present	
Vacant	Ontario Public Interest Research Group (OPIRG)		
Vacant	Student Senate Caucus		
Vacant	Board of Governors		
<b>Executive (Ex-officio, Non-voting)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Shaima Alam	President	Present	
Vacant	Vice President Student Experience		
Junpyo Lee	Vice President Academic	Present	
Samar Tariq	Vice President External	Present	

<b>Staff</b>	<b>Position</b>
Cameron Olesen	Chair
Colleen Bovay	Policy & Transition Coordinator
Sean Lloyd	Scribe

<b>Guest</b>	<b>Affiliation</b>
Samantha Casey	Communications & Engagement Coordinator – UoG Sustainability

*Note: If a Member arrives after the Call to Order, their arrival time (a) is shown above.  
If they leave before Adjournment, their departure time (d) is shown.  
If no time is shown in the column, they were present for the entire meeting.*

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## Summary of Resolutions

### 1.2.1 Approve the Agenda

**MOTION:** That the agenda for the CSA Board of Directors Meeting # 1 on May 31, 2023, be approved as printed and distributed.

**Motion Carried**

**MOTION TO AMEND:** that the agenda be reordered so that **Item 1.11.1 Sustainability Action Fund Presentation** is the first item of discussion.

**Motion Carried**

**AMENDED MOTION:** that the agenda for the CSA Board of Directors Meeting # 1 on May 31, 2023, be approved as amended with:

- The reordering of the agenda so that Item 1.11.1 Sustainability Action Fund Presentation is the first item of discussion.

**Motion Carried**

### 1.3.1 Ratify Appointed Directors

**MOTION:** That the following appointed **College Government representatives** be ratified as Members of the 2023-2024 CSA Board of Directors, effective immediately:

Natalie Wilkinson	College of Biological Science Student Council
Abdul Rafe Khan	College of Engineering and Physical Sciences Student Council
Ethan Gouveia	Lang Students' Association
Taylor Legge	Student Federation of the Ontario Agricultural College

**MOTION:** That the following **Student Organization representatives** be ratified as Members of the 2023-2024 CSA Board of Directors, effective immediately:

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Samantha Scott	Indigenous Student Society (ISS)
Chikaima Ifezue	Guelph Black Students Association (GBSA)
Emma LeBrun	Interhall Council (IHC)
Naomi Amayaevbo	Guelph Campus Co-op

## Motion Carried

### 1.6 Executive Committee Minutes

**MOTION:** That the Minutes be received as information for the following Executive Committee Meetings:

Agenda Item #	Meeting #	Meeting Date
1.6.1	Meeting # 26	March 13, 2023
1.6.2	Meeting # 27	March 22, 2023
1.6.3	Meeting # 28	April 12, 2023
1.6.4	Meeting # 29	April 21, 2023
1.6.5	Meeting # 1	May 9, 2023

## Motion Carried

### 1.7 Executive Updates

**MOTION:** That the following Executive Updates be received as information:

1.7.1	President	May 31, 2023
1.7.2	VP Student Experience (vacant)	
1.7.3	VP Academic	May 31, 2023
1.7.4	VP External	May 31, 2023

## Motion Carried

### 1.10.1 Hiring Committee Report: Bike Centre Coordinator

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**MOTION:** That the hiring of Nik Valkova for the position of Bike Centre Coordinator be approved, as recommended by the Hiring Committee.

**Motion Carried**

### **1.10.2 Hiring Committee Report: Poster Runner**

**MOTION:** That the hiring of Shareca Manoharan for the position of Poster Runner be approved, as recommended by the Hiring Committee.

**Motion Carried**

### **1.10.3 Hiring Committee Report: Promotional Services Coordinator**

**MOTION:** That the hiring of Emma Bradley for the position of Promotional Services Coordinator be approved, as recommended by the Hiring Committee.

**Motion Carried**

### **1.11.1 Sustainability Action Fund Presentation: Samantha Casey, Communications & Engagement Coordinator**

#### **(a) Speaking Rights: Communications & Engagement Coordinator**

**WHEREAS** CSA Rules of Order section 3.3 states that visitors may be extended speaking rights following a motion to the Board;

**MOTION:** to extend speaking rights to Samantha Casey, Communications & Engagement Coordinator for the duration of item 1.11.1 to present an overview of the Sustainability Action Fund and to respond to questions that arise from members during discussion of this item.

**Motion Carried**

#### **(b) Presentation: Sustainability Action Fund**

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**MOTION:** that the presentation from Samantha Casey, Communications & Engagement Coordinator, on the Sustainability Action Fund be received as information by the CSA Board of Directors.

### Motion Carried

#### 1.11.2 Appoint Members to Sustainability Action Fund (SAF) Working Group

**WHEREAS** the purpose of the SAF Working Group is to provide funding to student-initiated projects that provide experiential learning opportunities related to campus sustainability and climate action, advance the University of Guelph's sustainability and climate action goals by improving the operations of the University of Guelph campus, and address an improvement area as identified in the 2020 Sustainability Tracking, Assessment & Rating System (STARS) self-reporting framework; and

**WHEREAS** membership of the SAF Working Group includes three undergraduate students, to be selected by and representative of the Central Student Association;

**BE IT RESOLVED** that the following CSA Members be appointed to the Sustainability Action Fund Working Group for the 2023-2024 academic year:

Mauricio Fernandez
Natalie Wilkinson

### Motion Carried

#### 1.11.3 Appoint Directors to the University Centre (UC) Board Member Selection Committee

**WHEREAS** it is the responsibility of the [University Centre Board](#) ('UC Board') to establish written policies respecting the use of facilities and management of space within the University Centre (UC); to acknowledge the special requirements of user groups to management their own activities within the spaces assigned to them, and to provide services for the University Community at large;

**WHEREAS** Appendix J – Internal CSA Policy, Section 5.0 (University Centre Board) states that the UC is a central building used by students on campus for organizational and social space, and as a building that was built and continues to be funded by student fees, it should be controlled by students;

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**WHEREAS** the UC Board is comprised of 10 students, four (4) university appointees, two (2) alumni, two (2) clubs' representatives; including one (1) CSA Executive, nine (9) CSA representatives, and five (5) 'Alternates' appointed by the CSA Board of Directors;

**WHEREAS** appointments to the University Centre Board are for a term of two (2) years, as defined by the University Centre Board of Directors Constitution; and

**WHEREAS** Appendix J – Internal CSA Policy, Section 5.0 (University Centre Board) provides a process to select undergraduate member appointees to the UC Board by the Vice President Student Experience and two (2) Directors;

**BE IT RESOLVED** that the following CSA Directors be appointed to assist the Vice President Academic, in the absence of a Vice President Student Experience, in selecting UC Board appointees for a two-year term beginning in the 2023-2024 academic year:

Naomi Amayaevbo
Mauricio Fernandez

### Motion Carried

#### 1.11.4 Appoint Members to Late Fee Appeals Committee

**WHEREAS** the Terms of Reference of the Late Fee Appeals Committee states that its' membership shall include two student voting members, including a Central Student Association (CSA) Executive Representative and one other registered undergraduate student to be appointed by the CSA Board of Directors; and

**WHEREAS** a Late Fee Appeals Committee voting member shall consider and render decisions on Late Fee Appeals;

**BE IT RESOLVED** that the CSA Board of Directors appoint the following Executive member to the Late Fee Appeals Committee for the 2023-2024 academic year:

Junpyo Lee, VP Academic
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**AND FURTHER** that the following CSA Board Director be appointed to the Late Fee Appeals Committee for the 2023-2024 academic year:

Abdul Rafe Khan
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## Motion Carried

### 1.11.5 Appoint Policy & Bylaw Review Committee (PBRC)

**WHEREAS** CSA Policy Manual Appendix D, Section 8.2.1 allows for any member of the CSA and/or member of the CSA Board of Directors to be a member of the PBRC;

**WHEREAS** CSA Policy Manual Appendix D, Section 8.2.4 states that the Policy & Transition Coordinator will be a ratified member of the PBRC; and

**WHEREAS** CSA Policy Manual Appendix D, Section 8.3.3 states that quorum for the PBRC shall be three ratified members, one of which must be a Director of the CSA;

**BE IT RESOLVED** that the following CSA Board Directors be appointed to the Policy & Bylaw Review Committee for the 2023-24 academic year:

Mauricio Fernandez
Mason Friebe
Jake Levy

**AND FURTHER** that the following Executive Officer be appointed to the Policy & Bylaw Review Committee for the 2023-24 academic year:

Shaima Alam, President
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## Motion Carried

### 1.11.6 Proposed Dates for PDR Deadlines and Meetings

**MOTION:** That the proposed dates for Petitions, Delegations, and Representations (PDR) deadlines and meetings for the 2023-24 academic year be approved as presented in the Board Agenda Package.

## Motion Carried

### 1.11.7 Update Terms of Reference and Appoint Members to Student Affordable Housing Task Force

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**WHEREAS** the CSA formed a Student Affordable Housing Task Force in the Winter 2023 semester with the purpose of gathering student feedback and developing recommendations to be brought forward to the CSA Board of Directors, as it pertains to affordable housing for students and addressing the housing crisis;

**WHEREAS** the Student Affordable Housing Taskforce Terms of Reference require the membership to include the CSA President (Committee Chair), a minimum of one additional CSA Executive Member, and a minimum of three CSA Board Directors; and

**WHEREAS** campaigns and advocacy for students' rights and interests is primarily associated with the portfolio of the Vice President External;

**BE IT RESOLVED** that the Terms of Reference for the Student Affordable Housing Task Force be updated to list the VP External as committee Chair;

**FURTHER** that the following additional CSA Executive be appointed to the Student Affordable Housing Task Force for the 2023-2024 academic year:

Junpyo Lee, VP Academic
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**AND FURTHER** that the following CSA Directors be appointed to the Student Affordable Housing Task Force for the 2023-2024 academic year:

Naomi Amayaevbo
Mauricio Fernandez
Mason Friebe

**Motion Carried**

## 1.15 Adjournment

**MOTION:** That the CSA Board of Directors Meeting # 1 on May 31, 2023, be adjourned at 7:55 pm

**Motion Carried**

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## Agenda – May 31, 2023

<b>1.0</b>	<b>Call to Order</b>	
<b>1.1</b>	<b>Land Acknowledgement</b> Samar Tariq, VP External	
<b>1.2</b>	<b>Adoption of the Agenda</b> 1.2.1 Approve the Agenda 1.2.2 Declarations of Conflicts	
<b>1.3</b>	<b>Ratifications and De-Ratifications</b> 1.3.1 Ratify Appointed Directors	
<b>1.4</b>	<b>Comments from the Chair</b> 1.4.1 Introductions and Pronouns	
<b>1.5</b>	<b>Approval of Past Minutes</b>	
<b>1.6</b>	<b>Executive Committee Minutes</b> 1.6.1 Meeting # 26 – March 13, 2023 1.6.2 Meeting # 27 – March 22, 2023 1.6.3 Meeting # 28 – April 12, 2023 1.6.4 Meeting # 29 – April 21, 2023 1.6.5 Meeting # 1 – May 9, 2023	
<b>1.7</b>	<b>Executive Updates</b> 1.7.1 President – May 31, 2023 1.7.2 VP Student Experience (vacant) 1.7.3 VP Academic – May 31, 2023 1.7.4 VP External – May 31, 2023	
<b>1.8</b>	<b>Director Reports</b>	
<b>1.9</b>	<b>CSA Service Update and Report</b>	
<b>1.10</b>	<b>Committee Updates and Reports</b> 1.10.1 Hiring Committee Report: Bike Centre Coordinator 1.10.2 Hiring Committee Report: Poster Runner 1.10.3 Hiring Committee Report: Promotional Services Coordinator	
<b>1.11</b>	<b>Business</b> 1.11.1 Sustainability Action Fund Presentation – Samantha Casey, Communications & Engagement Coordinator 1.11.2 Appoint Members to Sustainability Action Fund (SAF) Working Group 1.11.3 Appoint Directors to the UC Board Member Selection Committee 1.11.4 Appoint Members to Late Payment and Reinstatement Fee Appeals Committee 1.11.5 Appoint Policy and Bylaw Review Committee	

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	1.11.6 Proposed Dates for PDR Deadlines and Meetings 1.11.7 Update Terms of Reference and Appoint Members to Student Affordable Housing Taskforce	
<b>1.12</b>	<b>New Business</b> 1.12.1	
<b>1.13</b>	<b>Announcements</b>	
<b>1.14</b>	<b>In Camera Session</b>	
<b>1.15</b>	<b>Adjournment</b>	

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## Minutes – May 31, 2023

### 1.0 Call to Order

The meeting was called to order at 6:08 pm.

### 1.1 Land Acknowledgement

Member Samar Tariq, VP External, presented the following Land Acknowledgement:

We respectfully acknowledge that the University of Guelph is situated on the traditional territory of the Attawandaron, Anishinaabe and Haudenosaunee peoples. This land has been a site of gathering, sharing knowledge and learning for thousands of years. We recognize the enduring presence and contribution of indigenous peoples to this region, and we honour their stewardship of the land, waterways, and resources. We acknowledge the harms and injustices indigenous communities have faced due to colonization, and we commit to fostering an inclusive and respectful environment that supports the revitalization of indigenous cultures and traditions as a learning institute. We strive to collaborate with indigenous communities, organizations, and knowledge-keepers, and we are committed to incorporating indigenous perspectives, histories and teachings into our curriculum and practices. We encourage all members of the university community to engage in ongoing learning and reconciliation efforts and continue to work towards reconciliation, truth, and a future of mutual respect on this shared land.

### 1.2 Adoption of the Agenda

#### 1.2.1 Approve the Agenda

**MOTION:** That the agenda for the CSA Board of Directors Meeting # 1 on May 31, 2023, be approved as printed and distributed.

**Moved:** Jake Levy

**Seconded:** Mauricio Fernandez

**Motion Carried**

**MOTION TO AMEND:** that the agenda be reordered so that **Item 1.11.1 Sustainability Action Fund Presentation** is the first item of discussion.

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**Moved:** Shaima Alam, President

**Motion passed by unanimous consent.**

**AMENDED MOTION:** that the agenda for the CSA Board of Directors Meeting be approved as amended with:

- The reordering of the agenda so that Item 1.11.1 Sustainability Action Fund Presentation is the first item of discussion.

**Motion Carried**

## 1.2.2 Declarations of Conflicts

No declarations of conflict were made at this meeting.

## 1.3 Ratifications and De-Ratifications

### 1.3.1 Ratify Appointed Directors

**MOTION:** That the following appointed **College Government representatives** be ratified as Members of the 2023-2024 CSA Board of Directors, effective immediately:

Natalie Wilkinson	College of Biological Science Student Council
Abdul Rafe Khan	College of Engineering and Physical Sciences Student Council
Ethan Gouveia	Lang Students' Association
Taylor Legge	Student Federation of the Ontario Agricultural College

**MOTION:** That the following **Student Organization representatives** be ratified as Members of the 2023-2024 CSA Board of Directors, effective immediately:

Samantha Scott	Indigenous Student Society (ISS)
Chikaima Ifezue	Guelph Black Students Association (GBSA)

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Emma LeBrun	Interhall Council (IHC)
Naomi Amayaevbo	Guelph Campus Co-op
Michelle Wilk	Student Senate Caucus

**Moved:** Jake Levy

**Seconded:** Mauricio Fernandez

## **Motion Carried**

**MOTION TO AMEND:** that Member Michelle Wilk, who had given notice to the Policy and Transition Coordinator before the meeting was called to order that they would not be able to serve on the board, be removed from the list.

**Motion passed by unanimous consent.**

## **1.4 Comments from the Chair**

The Chair thanked those in attendance for their time, and reiterated the following information:

Should you wish to propose a motion or discuss an item on the agenda, please type “speakers list” in the chat.

Throughout the meeting, you can raise your hand at any time to raise a point of order, a point of information, a point of parliamentary procedure, or a point of personal privilege.

Please raise your hand to indicate that you are motioning or seconding an item.

If you would like to volunteer for a committee, please type “volunteer” in the chat. Knowing that there are capacity restrictions to those committees, please be judicious in your offers to volunteer. Please understand that more opportunities to participate will be presented throughout the year.

To vote on an item, the link to the poll will be shared in the chat and you will be asked to vote either for or against.

### **1.4.1 Introductions and Pronouns**

Each member provided their name, pronouns, and role on the Board.

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### 1.6 Executive Committee Minutes

**MOTION:** That the Minutes be received as information for the following Executive Committee Meetings:

Agenda Item #	Meeting #	Meeting Date
1.6.1	Meeting # 26	March 13, 2023
1.6.2	Meeting # 27	March 22, 2023
1.6.3	Meeting # 28	April 12, 2023
1.6.4	Meeting # 29	April 21, 2023
1.6.5	Meeting # 1	May 9, 2023

**Moved:** Jake Levy

**Seconded:** Naomi Amayaevbo

**Motion Carried**

### 1.7 Executive Updates

**MOTION:** That the following Executive Updates be received as information:

1.7.1	President	May 31, 2023
1.7.2	VP Student Experience (vacant)	
1.7.3	VP Academic	May 31, 2023
1.7.4	VP External	May 31, 2023

**Moved:** Jake Levy

**Seconded:** Abdul Khan

**Motion Carried**

#### 1.7.1 President

We hired a new Promotional Services Coordinator. Her name is Emma and we're looking forward to her starting with us next week.

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We have also been working a lot on our social media to have the executives be more accessible to the students. This will include public office hours and Instagram story updates and live Q&A's. They have been working on training and have some conferences coming up to learn more.

We are planning a CSA BBQ for July 13 and I really encourage the Board to come. It'll be a great time to meet all of us in person and have a casual meal together.

We've made some changes to the PDR process. These will be presented at an upcoming board meeting. We have also been working on the elections policy and had some meetings with the referendum team.

I'm hoping to get the Cannon website updated so we're trying to restrike that committee.

The Bullring will be going through renovations in July and will shut down for the later portion of the summer for that.

### 1.7.3 VP Academic

For ongoing projects, Jun has been in talks with the Presidential Office to arrange the date for the Student Memorial Service and is working with the Student Experience Coordinator on Stress Buster plans for the upcoming year.

Regarding committee work, Jun shares that the OACCTF textbook user survey was released. The board of Undergraduate Research Studies are initiating a new Bachelor of Creative Arts program. This has not been approved yet but will go forward to Senate for discussion on June 5. Jun will provide an update on that in a future board meeting.

### 1.7.4 VP External

Samar is working with the new FoodBank Coordinator who, with the help of the FoodBank Assistant, is working on producing zines that discuss recipes and tips on food storage and handling. These will be available to FoodBank visitors.

Samar has started weekly check-ins with FoodBank and Bike Centre staff. The Bike Centre has been consistent in terms of traffic to the space.

Regarding committee work, Samar shares that she met with the Blue Triton Committee to discuss the TAP IN campaign to reduce the sale of bottled water on campus. Their request to faculty was denied. They have drafted a letter of opposition and consideration

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and are also discussing a potential press release highlighting these events to keep the student body engaged and aware of the delegations regarding the initiative.

Samar also met with the Town and Gown committee. Samar noted that City officials introduced their plans to build Conestoga College in the downtown core.

Member Khan asked the VP External how the quality of the food that is distributed from the FoodBank is examined for health and safety.

The VP External responded saying the food is ordered fresh from local suppliers and our fridge and freezer temperatures are monitored daily. Staff at the FoodBank are certified in safe food handling procedures and are in compliance with Public Health standards.

### 1.8 Director Reports

No reports were made.

### 1.10 Committee Updates and Reports

#### 1.10.1 Hiring Committee Report: Bike Centre Coordinator

**MOTION:** That the hiring of Nik Valkova for the position of Bike Centre Coordinator be approved, as recommended by the Hiring Committee.

**Moved:** Jake Levy

**Seconded:** Abdul Khan

**Motion Carried**

#### 1.10.2 Hiring Committee Report: Poster Runner

**MOTION:** That the hiring of Shareca Manoharan for the position of Poster Runner be approved, as recommended by the Hiring Committee.

**Moved:** Jake Levy

**Seconded:** Abdul Khan

Member Khan abstained from the vote.

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### Motion Carried

#### 1.10.3 Hiring Committee Report: Promotional Services Coordinator

**MOTION:** That the hiring of Emma Bradley for the position of Promotional Services Coordinator be approved, as recommended by the Hiring Committee.

**Moved:** Shaima Alam, CSA President

**Seconded:** Abdul Khan

The President motivated that Emma excelled in the interview, especially regarding the creative piece that interviewees were tasked with designing.

### Motion Carried

#### 1.11 Business

##### 1.11.1 Sustainability Action Fund Presentation: Samantha Casey, Communications & Engagement Coordinator

###### (a) Speaking Rights: Communications & Engagement Coordinator

**WHEREAS** CSA Rules of Order section 3.3 states that visitors may be extended speaking rights following a motion to the Board;

**MOTION:** to extend speaking rights to Samantha Casey, Communications & Engagement Coordinator for the duration of item 1.11.1 to present an overview of the Sustainability Action Fund and to respond to questions that arise from members during discussion of this item.

**Moved:** Jake Levy

**Seconded:** Mauricio Fernandez

### Motion Carried

Samantha Casey, Communications & Engagement Coordinator for the University of Guelph Sustainability Office, presented the following information:

The Sustainability Office works to improve campus sustainability through action, collaboration, and education. We work within the physical resources department.

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In 2019 there was a student-led referendum to renew the Student Energy Retrofit fund to expand to meet the growing demands for a broader fund for campus sustainability and climate action projects. We were able to get quorum and we received a majority “yes” vote creating what is now the Sustainability Action Fund. It sees undergraduate students now contributing \$10 a semester until 2050, matched dollar by dollar, by the University of Guelph.

Looking ahead, we are excited to have this fund up and running for the fall semester. We'll be offering a Designing Change workshop as well as a launch party.

The Student Fund mandate is to build and foster a culture of sustainability at the University of Guelph by providing seed funding and institutional support for student-initiated projects that advance campus sustainability and climate action on campus.

The student working group's purpose is to provide stewardship of the Sustainability Action Fund's student fund and assist in allocating funding from SAF to student-led projects/initiatives that work to advance campus sustainability and climate action at UofG.

We started collecting student funds in 2022 and now have roughly \$600,000 in a reserve. Since the funding is meant for larger-scale projects, we anticipate each one to cost a minimum of \$10,000.

### **(b) Presentation: Sustainability Action Fund**

**MOTION:** that the presentation from Samantha Casey, Communications & Engagement Coordinator, on the Sustainability Action Fund be received as information by the CSA Board of Directors.

**Moved:** Mauricio Fernandez

**Seconded:** Jake Levy

**Motion Carried**

### **1.11.2 Appoint Members to Sustainability Action Fund (SAF) Working Group**

**WHEREAS** the purpose of the SAF Working Group is to provide funding to student-initiated projects that provide experiential learning opportunities related to campus sustainability and climate action, advance the University of Guelph's sustainability and climate action goals by improving the operations of the University of Guelph campus, and address an improvement area

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as identified in the 2020 Sustainability Tracking, Assessment & Rating System (STARS) self-reporting framework; and

**WHEREAS** membership of the SAF Working Group includes three undergraduate students, to be selected by and representative of the Central Student Association;

**BE IT RESOLVED** that the following CSA Members be appointed to the Sustainability Action Fund Working Group for the 2023-2024 academic year:

Mauricio Fernandez
Natalie Wilkinson

**Moved:** Abdul Khan

**Seconded:** Mauricio Fernandez

**Motion Carried**

### 1.11.3 Appoint Directors to the University Centre (UC) Board Member Selection Committee

**WHEREAS** it is the responsibility of the [University Centre Board](#) ('UC Board') to establish written policies respecting the use of facilities and management of space within the University Centre (UC); to acknowledge the special requirements of user groups to management their own activities within the spaces assigned to them, and to provide services for the University Community at large;

**WHEREAS** Appendix J – Internal CSA Policy, Section 5.0 (University Centre Board) states that the UC is a central building used by students on campus for organizational and social space, and as a building that was built and continues to be funded by student fees, it should be controlled by students;

**WHEREAS** the UC Board is comprised of 10 students, four (4) university appointees, two (2) alumni, two (2) clubs' representatives; including one (1) CSA Executive, nine (9) CSA representatives, and five (5) 'Alternates' appointed by the CSA Board of Directors;

**WHEREAS** appointments to the University Centre Board are for a term of two (2) years, as defined by the University Centre Board of Directors Constitution; and

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**WHEREAS** Appendix J – Internal CSA Policy, Section 5.0 (University Centre Board) provides a process to select undergraduate member appointees to the UC Board by the Vice President Student Experience and two (2) Directors;

**BE IT RESOLVED** that the following CSA Directors be appointed to assist the Vice President Academic, in the absence of a Vice President Student Experience, in selecting UC Board appointees for a two-year term beginning in the 2023-2024 academic year:

Naomi Amayaevbo
Mauricio Fernandez

**Moved:** Jake Levy

**Seconded:** Mauricio Fernandez

The PTC provided context that this committee will have a low time commitment and will only be active in the short-term to select UC Board members from the applications that have been submitted.

Member Levy inquired about opportunities to join the UC Board as a member.

The President noted that the application process for UC Board members has now closed, but opportunities do come up for CSA board members to volunteer for the UC Board if there are vacancies and for the five alternate positions.

**Motion Carried**

## 1.11.4 Appoint Members to Late Fee Appeals Committee

**WHEREAS** the Terms of Reference of the Late Fee Appeals Committee states that its' membership shall include two student voting members, including a Central Student Association (CSA) Executive Representative and one other registered undergraduate student to be appointed by the CSA Board of Directors; and

**WHEREAS** a Late Fee Appeals Committee voting member shall consider and render decisions on Late Fee Appeals;

**BE IT RESOLVED** that the CSA Board of Directors appoint the following Executive member to the Late Fee Appeals Committee for the 2023-2024 academic year:

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Junpyo Lee, VP Academic
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**AND FURTHER** that the following CSA Board Director be appointed to the Late Fee Appeals Committee for the 2023-2024 academic year:

Abdul Khan
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**Moved:** Junpyo Lee, VP Academic  
**Seconded:** Abdul Khan

The VP Academic motivated that this committee considers and renders decisions on late payment fee appeals from students. Mainly the source of late fees is for paying their tuition late. He noted that the committee is expected to meet once per semester.

**Motion Carried**

### 1.11.5 Appoint Policy & Bylaw Review Committee (PBRC)

**WHEREAS** CSA Policy Manual Appendix D, Section 8.2.1 allows for any member of the CSA and/or member of the CSA Board of Directors to be a member of the PBRC;

**WHEREAS** CSA Policy Manual Appendix D, Section 8.2.4 states that the Policy & Transition Coordinator will be a ratified member of the PBRC; and

**WHEREAS** CSA Policy Manual Appendix D, Section 8.3.3 states that quorum for the PBRC shall be three ratified members, one of which must be a Director of the CSA;

**BE IT RESOLVED** that the following CSA Board Directors be appointed to the Policy & Bylaw Review Committee for the 2023-24 academic year:

Jake Levy
Mason Friebe
Mauricio Fernandez

**AND FURTHER** that the following Executive Officer be appointed to the Policy & Bylaw Review Committee for the 2023-24 academic year:

Shaima Alam, President
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**Moved:** Shaima Alam, President  
**Seconded:** Abdul Khan

The President motivated that we're striking this committee quite early as there has already been a lot of work done with the PTC on the PDR policy and the electoral policy, both of which need to be finalized and approved by the end of the summer semester. The President noted that in terms of time commitment, the committee will be meeting multiple times throughout the summer, approximately once per month, for hour and a half long sessions.

The PTC noted that there is no maximum number of members for this committee and any CSA member can request to join, not just members of the CSA Board specifically. Any undergraduate student interested in joining can email the PTC directly at any point throughout the year.

**Motion Carried**

### 1.11.6 Proposed Dates for PDR Deadlines and Meetings

**MOTION:** That the proposed dates for Petitions, Delegations, and Representations (PDR) deadlines and meetings for the 2023-24 academic year be approved as presented in the Board Agenda Package.

**Moved:** Shaima Alam, President  
**Seconded:** Abdul Khan

The President motivated that these deadlines and meeting dates line up with the dates used in the last academic year. She noted that there are three deadlines in the fall semester and two in the winter semester, one of which is an additional deadline which is only used if there are still remaining PDR funds leftover.

The President shared that the PDR committee is responsible for using the funding line for student initiatives and allocating it to clubs and groups that apply for the funding. CSA clubs get priority, but it's also available for other groups.

**Motion Carried**

### 1.11.7 Update Terms of Reference and Appoint Members to Student Affordable Housing Task Force

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**WHEREAS** the CSA formed a Student Affordable Housing Task Force in the Winter 2023 semester with the purpose of gathering student feedback and developing recommendations to be brought forward to the CSA Board of Directors, as it pertains to affordable housing for students and addressing the housing crisis;

**WHEREAS** the Student Affordable Housing Taskforce Terms of Reference require the membership to include the CSA President (Committee Chair), a minimum of one additional CSA Executive Member, and a minimum of three CSA Board Directors; and

**WHEREAS** campaigns and advocacy for students' rights and interests is primarily associated with the portfolio of the Vice President External;

**BE IT RESOLVED** that the Terms of Reference for the Student Affordable Housing Task Force be updated to list the VP External as committee Chair;

**FURTHER** that the following additional CSA Executive be appointed to the Student Affordable Housing Task Force for the 2023-2024 academic year:

Junpyo Lee, VP Academic
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**AND FURTHER** that the following CSA Directors be appointed to the Student Affordable Housing Task Force for the 2023-2024 academic year:

Mauricio Fernandez
Mason Friebe
Naomi Amayaevbo

**Moved:** Shaima Alam, President

**Seconded:** Mauricio Fernandez

The President motivated that the housing crisis is an important issue for students right now, so we want to ensure that the committee is appointed promptly. Regarding the change in the Chair of the committee, the purpose aligns more with the campaign work within the VP External's portfolio, and she has more capacity to prioritize the task force. The VP Academic is joining the committee as he supervises SHAC which has a focus on legal issues, including housing.

The President shared that the committee requires a minimum of three directors, and the meeting times are determined internally by the committee.

**Motion Carried**

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### 1.12. New Business

No New Business was presented at this meeting.

### 1.13 Announcements

The PTC reminded members that they need to review and submit signed copies of the Code of Conduct and the Conflict of Interest & Confidentiality Agreement as soon as possible, as the deadline for submissions is today.

The President told members that the next board meeting has been rescheduled to June 21, as she has an event to attend on campus that conflicts with the previously selected meeting date. She also encouraged members that are in Guelph for the summer to drop by for Executive office hours to meet in-person.

The VP External announced that the FoodBank received a donation today of vegetable plants which is exciting as they are currently fixing up the garden outside the FoodBank.

Members expressed excitement for the start of the term on the Board and for all the work that will be accomplished this year.

### 1.14 In Camera

No In Camera session was held at this meeting.

### 1.15 Adjournment

**MOTION:** That the CSA Board of Directors Meeting # 1 on May 31, 2023 be adjourned at 7:55 pm.

**Moved:** Mason Friebe

**Seconded:** Abdul Khan

**Motion Carried**

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**Approved by the Board of Directors**

**Date: July 19, 2023**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Cameron Olesen  
Board Chair

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Colleen Bovay  
Policy & Transition Coordinator