

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Attendance – August 31, 2022

Board of Directors			
At-Large Representatives (Elected)		Present / Regrets	Arrived / Departed
Vacant	College of Arts		
Vacant	College of Arts		
Sanya Sareen	College of Biological Science	Regrets	
Vacant	College of Biological Science		
Jake Levy	College of Engineering and Physical Sciences	Regrets	
Vacant	College of Engineering and Physical Sciences		
Vacant	College of Social and Applied Human Sciences		
Vacant	College of Social and Applied Human Sciences		
Mauricio Fernandez	Gordon S. Lang School of Business and Economics	Present	d 7:26 pm
Daniel Neiterman	Gordon S. Lang School of Business and Economics	Regrets	
Isha Maharaj	Ontario Agricultural College	Present	a 6:19 pm
Vacant	Ontario Agricultural College		
Vacant	Ontario Veterinary College		
Vacant	Ontario Veterinary College		
Member College Government Representatives (Appointed)		Present / Regrets	Arrived / Departed
Vacant	College of Arts Student Union		
Ana Maria Mercu	College of Biological Science Student Council	Present	a 7:14 pm d 7:22 pm
Vacant	College of Engineering and Physical Sciences Student Council		
Samantha Ogbeiwi	College of Social and Applied Human Sciences - Student Alliance	Present	
Vacant	Lang Students' Association		
Kelly Ruigrok	Student Federation of the Ontario Agricultural College	Regrets	
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Student Organization Representatives (Appointed)		Present / Regrets	Arrived / Departed
Duncan McGuire	Indigenous Student Society (ISS)	Regrets	
Martha Yiridoe	Guelph Black Students Association (GBSA)	Regrets	
Tess Vardy	Guelph Queer Equality (GQE)	Present	
Vacant	Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED)		
Varnika Karavadi	International Student Organization (ISO)	Regrets	
Anthony Pereira	Interhall Council (IHC)	Present	
Vacant	Guelph Campus Co-op		
Vacant	Ontario Public Interest Research Group (OPIRG)		
Vacant	Student Senate Caucus		
Vacant	Board of Governors		
Executive (Ex-officio, non-voting)		Present / Regrets	Arrived / Departed
Nicole Walker	President	Present	
Vacant	Vice President Student Experience		
Mason Friebe	Vice President Academic	Present	
Jena-Lee Ashley	Vice President External	Present	

Staff	Position
Cameron Olesen	Chair
Earl Evans	Policy & Transition Manager - Interim
Sarah Kurtz	Scribe

Guest	Affiliation
Jewell Lindemann	Chief Returning Officer

*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.*

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Summary of Resolutions

5.2.1 Approve the Agenda

MOTION: That the agenda for the CSA Board of Directors Meeting # 5 on August 31, 2022, be approved as printed and distributed.

MOTION TO AMEND: That the following item be added under New Business:

- **5.12.1 Hiring Committee – Front Office Assistant**

Motion carried

MOTION TO AMEND: That the agenda be reordered so that **Item 5.11.1 – Presentation: CSA Fall 2022 By-Election** be placed as the first item of discussion.

Motion carried

MOTION AS AMENDED:

AMENDED MOTION: That the agenda for the CSA Board of Directors Meeting # 5 on August 31, 2022, be approved as amended with:

- the reordering of the agenda so that **Item 5.11.1 – Presentation: CSA Fall 2022 By-Election** be the first item of discussion; and
- the addition of **Item 5.12.1 Hiring Committee – Front Office Assistant**

Motion carried

5.5 Approval of Past Minutes

MOTION: That the Minutes be approved for the following CSA Board of Directors meeting:

5.5.1	CSA Board Meeting # 4	July 27, 2022
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Motion carried

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



5.6 Executive Committee Minutes

Motion: That the Executive Committee Minutes be received as information for the following meetings:

Agenda Item #	Meeting #	Meeting Date
5.6.1	Meeting # 7	July 13, 2022
5.6.2	Meeting #8	July 21, 2022

Motion carried

5.7 Executive Updates

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

5.7.1	President	August 31, 2022
5.7.2	VP Student Experience (vacant)	
5.7.3	VP Academic	August 31, 2022
5.7.4	VP External	August 31, 2022

Motion carried

5.10.1 Hiring Committee Report – Assistant Returning Officer (ARO)

MOTION: That the hiring of **Mohadeseh Arefanian** for the position of Assistant Returning Officer be approved, as recommended by the Hiring Committee.

Motion carried

5.10.2 Summary of Committee Appointments

MOTION: That the Summary of Committee Appointments, as presented to the Board of Directors meeting on August 31, 2022, be received as information.

Motion carried

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



5.11.1 Presentation: Fall 2022 CSA By-Election

(a) Speaking Rights: Chief Returning Officer

WHEREAS CSA Rules of Order, Section 3.9, states that presentations will be given a maximum of ten minutes;

WHEREAS CSA Rules of Order, Section 3.9.1, states that the length of a presentation may be extended by a Board motion;

MOTION: That speaking rights be extended to Jewell Lindemann, Chief Returning Officer, for a presentation regarding the CSA Fall 2022 By-Election;

AND FURTHER to extend speaking time from 10 to 30 minutes for this presentation.

Motion carried

b) Presentation

WHEREAS CSA Policy Appendix G: Electoral, Section 2.9 states that the CSA Elections Office shall ensure the Candidates' Package is up to date, consistent with CSA bylaws and policies, and provided to the Board of Directors.

WHEREAS Section 2.15 states that in collaboration with the President and Policy & Transition Manager, the CRO shall develop an Elections schedule to be included in the Candidates' Package.

MOTION: That the presentation by Jewell Lindemann, Chief Returning Officer (CRO) regarding the CSA Fall 2022 By-Election, and the following documents:

- Candidates' Package: Directors (including Election timelines)
- Candidates' Package: Executive (including Election timelines)
- Nomination Package: Directors
- Nomination Package: Executive

be received as information.

Motion carried

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



5.11.2 Fall 2022 By-Election Promotional Strategy

WHEREAS CSA Policy Appendix G: Electoral, Section 3.2 states that “the President will create an election campaign strategy to promote the CSA elections during the nomination, campaign and voting periods”; and

WHEREAS Section 3.2.1 states that “the campaign strategy should be submitted to the Board of Directors for information prior to the last Board meeting of the semester prior to the commencement of the election process”;

MOTION: That the Fall 2022 By-Election Promotional Plan, as presented by the CSA President at the August 31, 2022 CSA Board meeting, be received as information.

Motion carried

5.11.3 Appoint Elections Appeals Board (EAB)

WHEREAS CSA Policy Appendix G, Section 27.3.1 states that the Elections Appeals Board (EAB) shall consist of the following:

- Three Directors and
- Two General Members of the CSA in good standing

MOTION:

- a) That the following Directors be appointed to the Elections Appeals Board (EAB) for the 2022-2023 academic year:

Mauricio Fernandez
Anthony Pereira
Tess Vardy

- b) That the following General Members of the CSA be appointed to the EAB for the 2022-2023 academic year:

N/A
N/A

Motion carried

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



5.11.4 Director Presentations re Fall 2022 By-Election

WHEREAS CSA Bylaw 1: Operational, Section 4.10.1 (d) states: “Each Director shall... be prepared to speak to classes during times of significant importance to the CSA, including but not limited to Annual General Meetings, General Member Meetings, Elections, hiring, large-scale programs and Awareness Weeks”; and

WHEREAS it is important to maximize promotional efforts encouraging undergraduate members to vote in the elections so that the minimum quorum requirements are met and a successful election process achieved;

MOTION:

THAT each Director schedule and present at least one class talk before the end of the Fall 2022 By-Election voting period (October 7, 2022) to promote the election process and the importance of voting;

THAT the Chief Returning Officer (CRO) provide Directors with suggested speaking points that may be used in their presentations;

THAT Directors provide a summary of the date and location of their presentation(s) to the CRO so that this information is included in the final Election report.

Motion carried

5.11.5 Sustainability Action Fund Governance Committee

WHEREAS the mandate of the Sustainability Action Fund (SAF) is to build and foster a culture of sustainability at the University of Guelph by providing funding and support to student-led projects that work to improve campus sustainability and address pressing environmental and social issues;

WHEREAS the mandate of the SAF Governance Committee is to provide independent stewardship of the Sustainability Action Fund with a duty to ensure that the SAF mandate is met; and

WHEREAS the CSA is seeking one additional Director interested in and knowledge of sustainability issues to participate in the SAF Governance Committee;

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



MOTION:

THAT the CSA President be appointed to the Sustainability Action Fund (SAF) Governance Committee for the remainder of the 2022-23 academic year;

THAT the Vice President External be appointed as the alternate member to the President; and

THAT the following CSA Director be appointed to the SAF Governance Committee for the remainder of the 2022-23 academic year:

Mauricio Fernandez

Motion carried

5.12.1 Hiring Committee – Front Office Assistant

WHEREAS the CSA recognizes the need to fill a vacancy in the position of Front Office Assistant for the 2022-2023 year;

WHEREAS CSA policy requires a Hiring Committee to include a minimum of one CSA Director, one CSA Executive Member, and one CSA staff member;

MOTION:

- a) That the following CSA Director be appointed to the Hiring Committee for the position of Front Office Assistant:

Ana-Marie Mercu

- b) That Nicole Walker, President, be appointed to the Hiring Committee for the position of Front Office Assistant; and

- c) That Kandace Blaker, Office Manager / Executive Support, be appointed to the Hiring Committee for the Front Office Assistant.

5.15 Adjournment

MOTION: That the CSA Board of Directors Meeting # 5 on August 31, 2022, be adjourned at 7:35 pm.

Motion carried

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Agenda – August 31, 2022

5.0	Call to Order	
5.1	Land Acknowledgement Member Anthony Pereira	
5.2	Adoption of the Agenda 5.2.1 Approve the Agenda 5.2.2 Declarations of Conflicts	
5.3	Ratifications and De-Ratifications	
5.4	Comments from the Chair 5.4.1 Introductions and Pronouns	
5.5	Approval of Past Minutes 5.5.1 Meeting # 4 – July 27, 2022	
5.6	Executive Committee Minutes 5.6.1 Meeting # 7 – July 13, 2022 5.6.2 Meeting # 8 – July 21, 2022	
5.7	Executive Updates 5.7.1 President – August 31, 2022 5.7.2 VP Student Experience (vacant) 5.7.3 VP Academic – August 31, 2022 5.7.4 VP External – August 31, 2022	
5.8	Director Reports	
5.9	CSA Service Update and Report	
5.10	Committee Updates and Reports 5.10.1 Hiring Committee Report – Assistant Returning Officer 5.10.2 Summary of Committee Appointments	
5.11	Business 5.11.1 Presentation: CSA Fall 2022 By-Election – Jewell Lindemann, CRO <ul style="list-style-type: none">• Candidates' Package: Directors• Candidates' Package: Executive• Nomination Package: Directors• Nomination Package: Executive 5.11.2 Fall 2022 By-Election Promotional Strategy 5.11.3 Appoint Elections Appeals Board (EAB) 5.11.4 Director Presentations re Fall 2022 By-Election 5.11.5 Sustainability Action Fund Governance Committee	
5.12	New Business 5.12.1 Hiring Committee – Front Office Assistant	
5.13	Announcements	
5.14	In Camera Session	
5.15	Adjournment	

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Minutes – August 31, 2022

5.0 Call to Order

The meeting was called to order at 6:05 pm.

5.1 Land Acknowledgement

Member **Anthony Pereira** presented the following Land Acknowledgement:

The University of Guelph is situated on the traditional lands of the Mississauga, Anishinaabe and Haudenosaunee peoples, and more specifically, on the treaty lands and territory of the Mississaugas of the Credit First Nations. The lands on which Guelph resides is part between the Lakes Treaty, number three of 1792. Recognizing our relationship to the land is one crucial aspect of repairing the damage of colonization. As an individual whose ethnic background is tied in part to Goa, which has also been colonized in the past, I can speak to the fact that colonization, even while in the past, still has negative impacts that are still deeply rooted in our society today. As such, I would like us to educate ourselves on the impacts that colonization has had on Indigenous people and work towards dismantling its consequences, which Indigenous people are still suffering from today. In this way, we can work towards reconciliation with our Indigenous communities and help make Canada a just nation for everyone who calls it home.

Anthony Pereira, Board Member

5.2 Adoption of the Agenda

5.2.1 Approve the Agenda

MOTION: That the agenda for the CSA Board of Directors Meeting # 5 on August 31, 2022, be approved as printed and distributed.

Moved: Anthony Pereira

Seconded: Nicole Walker, President

MOTION TO AMEND: That the following item be added under New Business:

- **5.12.1 Hiring Committee – Front Office Assistant**

Moved: Nicole Walker, President

Seconded: Anthony Pereira

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Nicole Walker, President, explained that another staff member is needed to help support the front office. Otherwise, the front office hours will not be filled. Therefore, a Hiring Committee is proposed for a Front Office Assistant.

Motion carried

MOTION TO AMEND: That the agenda be reordered so that **Item 5.11.1 – Presentation: CSA Fall 2022 By-Election** be placed as the first item of discussion.

Moved: Nicole Walker, President

Seconded: Tess Vardy

Motion carried

MOTION AS AMENDED:

AMENDED MOTION: That the agenda for the CSA Board of Directors Meeting # 5 on August 31, 2022, be approved as amended with:

- the reordering of the agenda so that **Item 5.11.1 – Presentation: CSA Fall 2022 By-Election** be the first item of discussion; and
- the addition of **Item 5.12.1 Hiring Committee – Front Office Assistant**

Motion carried

5.2.2 Declarations of Conflicts

No declarations of conflict were made at this meeting.

5.3 Ratifications and De-Ratifications

5.3.1 Ratify Directors

No ratifications or de-ratifications were considered at this meeting.

5.4 Comments from the Chair

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Cameron Oleson, Chair: Good evening, everyone and thank you all for being here, and welcome back to the CSA Board after a bit of a break. I hope all the staff had a good time with their vacation during August. As we move forward with the meeting tonight, I want to remind everyone that if you need to request the speaker's list for any of the items tonight, please type "speaker's list" in the chat. If you are looking to volunteer for any of the committees tonight, when we get to that item and it has been motioned and seconded, please type "volunteer" in the chat. Furthermore, as we move throughout, you can motion and second by raising your hand when we come to an item or alternatively you can raise your hand to raise a point of information, point of personal privilege, point of parliamentary procedure or point of order.

5.4.1 Introductions and Pronouns

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

5.5 Approval of Past Minutes

MOTION: That the Minutes be approved for the following CSA Board of Directors meeting:

5.5.1	CSA Board Meeting # 4	July 27, 2022
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Moved: Isha Maharaj

Seconded: Nicole Walker, President

Motion carried

5.6 Executive Committee Minutes

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

Agenda Item #	Meeting #	Meeting Date
5.6.1	Meeting # 7	July 13, 2022
5.6.2	Meeting # 8	July 21, 2022

Moved: Isha Maharaj

Seconded: Nicole Walker, President

Motion carried

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



5.7 Executive Updates

5.71. President

Nicole Walker: Hi everyone. I'm really excited about move-in day and O-week which we've already started getting involved in programming. We'll be on campus with our tie-dye swag so come say hi to us, we'd love to meet you in person. I've listed some of the programming that we've been working on over this summer which will be happening over the next three weeks. Please keep an eye on this to share with students. We've had some staffing changes over the summer, so you'll see a hiring report for an Assistant Returning Officer for our elections and Clubs Programming Coordinator, and we are finalizing the hiring for the PTC position. This is one of Earl's last Board meetings, but you'll see him at the in-person meeting. We've had a few resignations over the summer so we're looking to fill those. Our Executive had really great discussions over the summer with the Office of the President regarding a student perspective for providing feedback on the strategic plan. Those were really productive conversations about ways we can engage students to give more feedback that is student-given and have their voices incorporated. We're really happy with how collaborative this discussion has been.

The Sustainability Action Fund, which you will hear more about later in this meeting, is a fund based off a referendum that was passed in 2019. Essentially, it collects money from each student each semester for the next 30 years to align with the needs of climate change. The University matches the funding to make the campus more environmentally friendly. Our PDR meeting was moved because I was sick, and we'll move those applications and do our orientation in September. The UC Board did respond, but it didn't really change their decision or the outcome of the situation so we're going to move forward and be mindful in implementing changes to ensure the balance between the UC administration and students. The last thing that we've struggled with over the summer is the Food Bank in making sure we can support as many students as possible with a wait list of over 100 students. We've been trying to balance supporting as many students as possible and ensuring the Food Bank is sustainable because we only have so much money in our budget. To do this, as of September 1, we've changed it so that we are serving only students and not dependents and on a less frequent basis. We've provided those affected by this change with a list of resources and a food user guide where they can access a variety of supports in the community. We are also working with campus partners to address the systemic issue of food insecurity. I am happy to address any questions folks may have for me.

Nicole Walker, President

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



5.7.3 VP Academic

Mason Friebe: Hey everyone. Over the last few weeks, I've been working on some events that I'll be hosting and I also redeveloped the Teaching Excellence Award Nomination Package. I'm currently working to finalize the dates for the nomination period, promotion and when to strike this election committee. I recently found out that Student Experience no longer hosts its annual ceremony at which the Teaching Excellence Award was historically presented. So we are looking at new opportunities for presentation with the rationale that resources needed to be better allocated to events that more students would attend.

As Nicole said, we are planning for O-week. Just the other week, Jena and I hosted trivia at Brass Taps which was new and fun. Committee-wise, nothing too critical other than the Calendar Review Committee launched a new website that they're really proud of to make course changes more efficient. Compulsory Fees Committee reviewed and approved a draft that will be forwarded to a variety of committees and eventually, the Board of Governors for vote. The Open and Accessibility Course Content Task Force is working to promote free educational resources and materials on a new website. I linked Open Educational Resources to our Teaching Excellence Award too. The Student Help and Advocacy Centre is still trying to figure out who will fulfill the professional office hours to provide legal advice from the Guelph-Wellington Legal Clinic; I'll meet with them shortly.

Mason Friebe, VP Academic

5.7.4 VP External

Jena-Lee Ashley: Hi folks. For the Food Bank Assistant Hiring Committee, we are conducting interviews next week. For the Bike Centre Coordinator, we finished interviews and the next step will be to make a job offer to someone and you'll hear more about that in the next meeting. The CSA and GSA Transit Committee meeting happened and the late-night transit is back, starting tomorrow evening. Other than that, the rest of my updates can be read in my report. I did want to highlight an O-week event that I am really excited for, which is on Sunday where we have our headliner, Snotty Nose Res Kids – a First Nation hip hop duo from BC. We also have other artists in the lineup; hope to see some of you there!

Jena-Lee Ashley, VP External

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



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

5.7.1	President	August 31, 2022
5.7.2	VP Student Experience (vacant)	
5.7.3	VP Academic	August 31, 2022
5.7.4	VP External	August 31, 2022

Moved: Isha Maharaj

Seconded: Nicole Walker, President

Motion carried

5.8 Director Reports

Isha Maharaj: We just finished hiring for the PTC. Our PDR meeting did not happen. That's everything for now.

5.9 CSA Service Update and Reports

No service updates or reports were given at this meeting.

5.10 Committee Updates and Reports

5.10.1 Hiring Committee Report – Assistant Returning Officer

MOTION: That the hiring of **Mohadeseh Arefanian** for the position of Assistant Returning Officer be approved, as recommended by the Hiring Committee.

Moved: Nicole Walker, President

Seconded: Isha Maharaj

Nicole Walker, President, stated that the Executive is excited to have Mohadeseh start with the CSA on Tuesday; this is an exceptional addition to our staff.

Motion carried

5.10.2 Summary of Committee Appointments

MOTION: That the Summary of Committee Appointments, as presented to the Board of Directors meeting on August 31, 2022, be received as information.

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Moved: Isha Maharaj

Seconded: Jena-Lee Ashley, VP External

Earl Evans, PTM, noted that this is an information item, showing all committee appointments that the Board has approved over the last few meetings.

Motion carried

5.11 Business

5.11.1 Presentation: Fall 2022 CSA By-Election

(a) Speaking Rights: Chief Returning Officer

WHEREAS CSA Rules of Order, Section 3.9, states that presentations will be given a maximum of ten minutes;

WHEREAS CSA Rules of Order, Section 3.9.1, states that the length of a presentation may be extended by a Board motion;

MOTION: That speaking rights be extended to Jewell Lindemann, Chief Returning Officer, for a presentation regarding the CSA Fall 2022 By-Election;

AND FURTHER to extend speaking time from 10 to 30 minutes for this presentation.

Moved: Nicole Walker, President

Seconded: Mauricio Fernandez

Motion carried

Jewell Lindemann, Chief Returning Officer

We will be hosting a by-election to fill the Board vacancies as well as the vacancy for the VP Student Experience. The Candidates' Package in its entirety is in your agenda package and I am open to any questions that you may have. I wanted to take the time today to share the specifics as we move back to in-person campaigning this semester as it is the first time in nearly two years. We are moving forward with more of a hybrid model with more opportunity for students to be talking about the election.

The breakdown of the important dates is shared in the document. It will open for nominations during the first full week of classes following O-week. We do have various things occurring in O-week to get students involved and engaged with the CSA. We will then have our campaigning period between Monday, September 26 and Monday, October 7 to allow for a week for promotional services to get

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



situated and give candidates time to understand the rules of campaigning. Voting takes place before just before the Thanksgiving break.

We added postering back into the package as students will be back on campus. The main point is our resource for what candidates can do to campaign because we've noticed in the past that students campaigning are unaware of these resources. This section describes what Promotional Services has to offer and what the turnaround is for them. The cost breakdown, how many posters that would get them, the turnaround, and the final due date are included. This will be discussed in further detail in future meetings. This is new to the package and can be found in both candidate and director versions to assist in the campaigning.

I am going to switch over now to the Nomination Package that was shared in the agenda package. The campaigning agreement is added to give examples and show the importance of campaigning and to emphasize how their support through campaigning is integral to the success of the election. Once we've broken down the importance, we've also included three points that we think would be beneficial for candidates to support their candidacy. These are things they will agree to when they are seeking nomination so they have an understanding of the expectations. We expect candidates to conduct a minimum of two class talks, to create a poster, and to share social media posts at minimum three times per week. This gets the word out there that they're running and to seek out students to vote in the election. We want to facilitate the experience for everyone in knowing what might help in reaching quorum. One main change in the package is the language change to reflect the fact that a student wishing to run in the election is not a candidate until the form is completed.

I am open to any questions in regard to the packages.

Nicole Walker, President, noted that Jewell will be on campus in person on Thursday, September 8. Those wishing to meet her may attend the resource fair in Branion Plaza and obtain election information. The President acknowledged the good work done by the CRO and remarked that the CSA is lucky to have her during this election cycle.

b) Presentation

WHEREAS CSA Policy Appendix G: Electoral, Section 2.9 states that the CSA Elections Office shall ensure the Candidates' Package is up to date, consistent with CSA bylaws and policies, and provided to the Board of Directors.

WHEREAS Section 2.15 states that in collaboration with the President and Policy & Transition Manager, the CRO shall develop an Elections schedule to be included in the Candidates' Package.

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



MOTION: That the presentation by Jewell Lindemann, Chief Returning Officer (CRO) regarding the CSA Fall 2022 By-Election, and the following documents:

- Candidates' Package: Directors (including Election timelines)
- Candidates' Package: Executive (including Election timelines)
- Nomination Package: Directors
- Nomination Package: Executive

be received as information.

Moved: Jena-Lee Ashley, VP External

Seconded: Isha Maharaj

Motion carried

5.11.2 Fall 2022 By-Election Promotional Strategy

WHEREAS CSA Policy Appendix G: Electoral, Section 3.2 states that “the President will create an election campaign strategy to promote the CSA elections during the nomination, campaign and voting periods”; and

WHEREAS Section 3.2.1 states that “the campaign strategy should be submitted to the Board of Directors for information prior to the last Board meeting of the semester prior to the commencement of the election process”;

MOTION: That the Fall 2022 By-Election Promotional Plan, as presented by the CSA President at the August 31, 2022 CSA Board meeting, be received as information.

Moved: Nicole Walker, President

Seconded: Isha Maharaj

Nicole Walker, President, reported that the theme for the Fall by-election promotional strategy is “This is your CSA”, designed to help students understand that this is their organization and the CSA advocates for and supports them. The first key focus for this strategy is awareness, which starts in O-week with building connections with the students, educating about what the CSA provides, and sharing the value to the community so students want to get involved. Increasing engagement in terms of nominations and voter turnout is achieved through in-person interactions such as tabling and networking. The next goal is to have CSA ambassadors interacting with students and their peers, explaining the CSA. Through these goals, the Executive is hoping to fill the vacancies on the Board. The President urged the Board Members, as student leaders, to take the opportunity to engage the students they represent. Directors can help maximize the Association’s reach on campus by participating in class talks, tabling, sharing information with classmates, being active on social media, wearing CSA shirts on campus, etc.

Motion carried

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



5.11.3 Appoint Elections Appeals Board (EAB)

Nicole Walker, President, stated that this committee meets less frequently than other committees; they meet on an as-needed basis only to review appeals during the election period. Three meetings are scheduled then canceled if no appeals arise. The President suggested this committee for Board members who want to fulfill their committee requirements but have less time availability. Also, this is a good option for those who have an interest in upholding the electoral process.

Since an extra Board member volunteered for this committee, Cameron Olesen, Chair, asked the PTM to clarify the number of members required and whether a Director may be counted as a General Member appointed to the committee. The PTM quoted the policy as consisting of three Directors and two General Members. He suggested it was not unreasonable to have more than the requirement but cautioned about exchanging a Director for a General Member.

The Chair concluded that five members were required, specifically three Directors and two General Members. With four Board members volunteering for the three available positions, he asked if one member would yield and withdraw their name.

Isha Maharaj withdrew her request to serve on this committee.

WHEREAS CSA Policy Appendix G, Section 27.3.1 states that the Elections Appeals Board (EAB) shall consist of the following:

- Three Directors and
- Two General Members of the CSA in good standing

MOTION:

- a) That the following Directors be appointed to the Elections Appeals Board (EAB) for the 2022-2023 academic year:

Mauricio Fernandez
Anthony Pereira
Tess Vardy

- b) That the following General Members of the CSA be appointed to the EAB for the 2022-2023 academic year:

N/A
N/A

MINUTES

Board of Directors Meeting # 5
August 31, 2022 – 6:00 pm
Microsoft Teams



Moved: Nicole Walker, President

Seconded: Mauricio Fernandez

Motion carried

5.11.4 Director Presentations re Fall 2022 By-Election

WHEREAS CSA Bylaw 1: Operational, Section 4.10.1 (d) states: “Each Director shall... be prepared to speak to classes during times of significant importance to the CSA, including but not limited to Annual General Meetings, General Member Meetings, Elections, hiring, large-scale programs and Awareness Weeks”; and

WHEREAS it is important to maximize promotional efforts encouraging undergraduate members to vote in the elections so that the minimum quorum requirements are met and a successful election process achieved;

MOTION:

THAT each Director schedule and present at least one class talk before the end of the Fall 2022 By-Election voting period (October 7, 2022) to promote the election process and the importance of voting;

THAT the Chief Returning Officer (CRO) provide Directors with suggested speaking points that may be used in their presentations;

THAT Directors provide a summary of the date and location of their presentation(s) to the CRO so that this information is included in the final Election report.

Moved: Nicole Walker, President

Seconded: Isha Maharaj

Nicole Walker, President, stressed the importance of Members presenting class talks to reach students and inform them of opportunities. The President and the CRO will provide an email to send to professors and a “blurb” of what Members can say to classmates along with a poster to try to reduce barriers to participation. If Members are not comfortable public speaking, the President can find other options. Those who complete multiple class talks will be entered in a draw for a Bullring gift card.

Isha Maharaj asked if Distance Education or research-based courses count if Members post on discussion boards or email professors.

The President explained that the CRO obtains a list of all in-person classes and encouraged Members to reference this material. She added that Members may speak to

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classes other than their own. She added that Executive members will be doing many class talks because in-person interactions are some of the most effective tools for recruitment.

Motion carried

5.11.5 Sustainability Action Fund Governance Committee

WHEREAS the mandate of the Sustainability Action Fund (SAF) is to build and foster a culture of sustainability at the University of Guelph by providing funding and support to student-led projects that work to improve campus sustainability and address pressing environmental and social issues;

WHEREAS the mandate of the SAF Governance Committee is to provide independent stewardship of the Sustainability Action Fund with a duty to ensure that the SAF mandate is met; and

WHEREAS the CSA is seeking one additional Director interested in and knowledge of sustainability issues to participate in the SAF Governance Committee;

MOTION:

THAT the CSA President be appointed to the Sustainability Action Fund (SAF) Governance Committee for the remainder of the 2022-23 academic year;

THAT the Vice President External be appointed as the alternate member to the President; and

THAT the following CSA Director be appointed to the SAF Governance Committee for the remainder of the 2022-23 academic year:

Mauricio Fernandez

Moved: Isha Maharaj

Seconded: Mauricio Fernandez

Nicole Walker, President, outlined the work of this committee as allocating funds to student-led initiatives combatting climate change and turning the U of G campus into a sustainable and environmentally friendly one. There is an allotment of funding to student applications but this is the initial kick-off so fewer funding requests are expected. This committee will make those decisions and review reports afterwards to ensure funding was spent appropriately.

Motion carried

MINUTES

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5.12 New Business

5.12.1 Hiring Committee – Front Office Assistant

WHEREAS the CSA recognizes the need to fill a vacancy in the position of Front Office Assistant for the 2022-2023 year;

WHEREAS CSA policy requires a Hiring Committee to include a minimum of one CSA Director, one CSA Executive Member, and one CSA staff member;

MOTION:

- a) That the following CSA Director be appointed to the Hiring Committee for the position of Front Office Assistant:

Ana-Marie Mercu

- b) That Nicole Walker, President, be appointed to the Hiring Committee for the position of Front Office Assistant; and
- c) That Kandace Blaker, Office Manager / Executive Support, be appointed to the Hiring Committee for the Front Office Assistant.

Moved: Isha Maharaj

Seconded: Nicole Walker, President

Nicole Walker, President, explained that the CSA is looking to hire an additional Front Office Assistant to provide adequate coverage to ensure students will receive the important front office services.

Motion carried

5.13 Announcements

Earl Evans, PTM: Thank you to Sarah, our Board Scribe who is having her last meeting; she's been with us for five meetings and kept the minutes "moving". For members of the Board, you will have received the Confidentiality Agreement and the Code of Conduct from me. We are looking for all Board Members to sign the acknowledgement pages which will be kept on file for this academic year. Don't forget, the next CSA Board meeting will be in-person on September 21 in UC 442. 'Looking forward to meeting everyone in person.

MINUTES

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Nicole Walker, President: I followed up with member Fernandez about his UC Board question last meeting to which they don't currently publicize their minutes but they are working on it. As they start to make progress on that, I will pass that information along to folks. Tonight is Earl's last meeting but he is staying on to help transition the new PTC. I want to thank Earl for coming back the last four months, keeping the office in high spirits. It's been a great pleasure working with Earl and we will miss having him on the team. In terms of updates for me, my sister got two cats named Max and Ruby and I won the spirit point champion for my volleyball tournament in Guelph.

Sarah Kurtz, Scribe: As Earl said, it is my last meeting, and I'm leaving only because of a class conflict. I am sad that I won't meet you in person at the next meeting, but it was great working with you this summer. Other than that, I've just been excited to get back on campus and into a routine for the fall semester.

Mason Freibe, VP Academic: My birthday just passed, and I flew over Lake Muskoka in a sea plane for the first time ever. I'm looking forward to O-week coming up and our in-person Board meeting. It's been great working with Earl and the Scribe.

Jena-Lee Ashley, VP External: I haven't been doing much lately other than playing games. It was exciting to work with Earl because he was the PTM when I first joined the Board in my first year of university. I'm also excited for the next Board meeting.

Anthony Pereira: We have the pep rally coming up which I'm excited for the students to experience. Personal updates, I've been losing a lot of sleep over gaming.

Isha Maharaj: Fun O-week events: block party, food trucks, Gryphfest, fly kites on Johnson Green! If anyone is interested in performing at the prep rally or being an academic leader let me know. Personal updates, my life is surrounded by O-week right now but I'm excited for classes to start. I also got my nails done as CSA blue.

Samantha Ogbeiwi: I will be returning to Guelph next week. During my time here, I've been working with the federal government which has been a good experience.

Tess Vardy: I spent a lot of this week running around preparing for GQQ events. Our last event is geared towards everyone where we'll have cotton candy, popcorn, and lawn games. This is my first time hosting an O-week event so I'm nervous but very excited and have been working very hard. Please come to the carnival, it will be a great time.

MINUTES

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5.14 In Camera

No In Camera session was held at this meeting.

5.15 Adjournment

MOTION: That the CSA Board of Directors Meeting # 5 on August 31, 2022 be adjourned at 7:35 pm.

Moved: Isha Maharaj

Seconded: Jena-Lee Ashley, VP External

Motion carried

Approved by the Board of Directors

Date: August 31, 2022

Signed: _____

Date: _____

Cameron Olesen
Board Chair

Signed: _____

Date: _____

Earl Evans
Policy & Transition Manager (Interim)