AGENDA
Annual General Meeting (AGM)
March 16, 2021 – 5:00 pm
Microsoft Teams

1.0 Call to Order

1.1 Land Acknowledgement

1.2 Welcome & Introductory Comments
   1.2.1 CSA President: Overview of the CSA
   1.2.2 CSA Chair: Welcome, How to Participate in the AGM
   1.2.3 Policy & Transition Manager: Importance of Quorum

1.3 Adoption of the Agenda
   1.3.1 Motion to Approve the Agenda
   1.3.2 Declarations of Conflicts

1.4 2020 AGM Minutes
   1.4.1 Motion to Approve the 2020 AGM Minutes – Feb 12, 2020
   1.4.2 Questions and Business Arising from the Minutes

1.5 Approval of Auditor’s Report
   Please note that the completion of the 2019-2020 audited financial statements has been delayed due to the impacts of Covid-19. When completed, the audited statements will be presented to the Finance Committee for review, presented to the CSA Board of Directors to receive, and included in a 2021-2022 CSA Member Meeting agenda for presentation and member approval.

   1.5.1 Audit Report Presentation: For the year ended April 30, 2020
   1.5.2 Motion to Approve the Audit Report
   1.5.3 Motion to Appoint BDO Canada LLP as Auditor for the year 2020 – 2021.

Door Prizes!

1.6 Confirmation of Amendments to CSA Bylaws
   Since the previous 2020 AGM

   1.6.1 Bylaw 1 – Organizational (Date of Board Approval)
      a) Section 9.0. Members Meetings (Feb 10, 2021)
      b) Section 8.0. Standing Committees, Subsection 8.1 (Mar 10, 2021)

   1.6.2 Bylaw 2 – Electoral (Date of Board Approval)
      a) CSA Bylaw 2 – Electoral, Section 2.2. By-Elections (Sept 9, 2020, Jan 13, 2021)
1.6.3 **Bylaw 3 – Financial** (No amendments)

1.6.4 **Bylaw 4 – CSA Policy** (Date of Board Approval)
   a) Section 1.1. Policy Resolutions of the CSA (Feb 10, 2021)

1.7 **Summary of 2020-2021 Amendments to CSA Policy Manual**
   *Since the previous 2020 AGM*
   (Information Only)

   1.7.1 **Appendix A – Internal CSA Policy**
      b) Subsection 2.3 Executive Evaluation Committee (Mar 10, 2021)

   1.7.3 **Appendix C – Human Resources Policy**
      a) Section 8.1 Extension of Specific Positions (Mar 11, 2020, Feb 24, 2021)
      b) Section 11.0 Vacation (Jan 13, 2021)
      c) Section 12.0 Personal Emergency Days (Jan 13, 2021)

   1.7.4 **Appendix G – Electoral Policy**
      a) Subsection 4.2.1.c. [Director candidate to collect signatures] (Sept 9, 2020, Jan 13, 2021)
      b) Subsection 4.2.1.d. [Director candidate to collect XX signatures] (Sept 9, 2020, Jan 13, 2021, Feb 3, 2021)
      c) Subsection 4.2.1.f. [Director candidate to present a refundable cheque of $25] (Sept 9, 2020, Jan 13, 2021)
      d) Subsection 4.3.1.c. [Executive Officer candidate to collect signatures] (Sept 9, 2020, Jan 13, 2021)
      e) Subsection 4.3.1.d. [Executive Officer candidate to collect XX signatures] (Sept 9, 2020, Jan 13, 2021)
      f) Subsection 4.3.1.f. [Executive Officer candidate to present a refundable cheque of $25] (Sept 9, 2020, Jan 13, 2021)
      g) Subsection 12.5. [sign a statement before leaving the meeting that indicates they understand the rules and regulations governing the election process] (Sept 9, 2020, Jan 13, 2021)
Please note that there were no amendments to the following Appendices since the 2020 AGM:

- Appendix B – CSA Services Policy
- Appendix D – Bullring HR Policy
- Appendix E – Organizational Policy
- Appendix F – Clubs Handbook
- Appendix H – Second Floor Student Space Policy
- Appendix I – Issues Policy

1.8 Summary of 2020-2021 Amendments to CSA Rules of Order (Information Only)

Since the previous 2020 AGM (Date of Board Approval)

a) Section 3.12 Secret Ballot Vote (Sept 9, 2020)
b) Section 6.2 In Camera Minutes, Subsection 6.2.4 (Sept 9, 2020)
c) Section 3.6 New Business (Feb 10, 2021)

1.9 Report of the Organization

1.9.1 Executive Updates

a) President – Tyler Poirier
b) VP Student Experience – Sara Kuwatly
c) VP Academic [position currently vacant]
d) VP External – Horeen Hassan

1.9.2 CSA Service Updates

a) Clubs - Sabrina Valtellini & Taylor Weatherup
b) FoodBank - Clarissa Shepherd
c) SHAC (Student Help and Advocacy Centre) - Krista Bentley

1.10 Business

1.10.1 Submitted Motions (none received)

1.10.2 Open Forum

Grand Prizes!

1.11 Adjournment
AGM Item 1.3.1
Approve the 2021 AGM Agenda

MOTION that the agenda for the 2021 CSA AGM on March 16, 2021 be approved as printed and distributed.

Moved:
Seconded:

1st POSSIBLE AMENDMENT

MOTION TO AMEND: To reorder the agenda so that:
   - Items … follows item … above.

Moved:
Seconded:

2nd POSSIBLE AMENDMENT

MOTION TO AMEND: To add item … under New Business items.

Moved:
Seconded:

AMENDED MOTION that the agenda for the 2021 CSA AGM on March 16, 2021 be approved as amended:

   a)

Moved:
Seconded:
# Agenda

## 1.1. Call to Order

## 1.2. Land Acknowledgement

## 1.3. Welcome and Introductory Comments

1.3.1. CSA President: Overview of the CSA  
1.3.2. CSA Chair: Welcome / How to Participate in the AGM

## 1.4. Approval of the Agenda

1.4.1. Motion to Approve the Agenda

## 1.5. Approval of Previous AGM Minutes

1.5.1. Motion to Approve AGM Minutes – February 27, 2019  
   - AGM Minutes – February 27, 2019  
   - Questions and Business Arising from the Minutes

## 1.6. Approval of Auditor’s Report

1.6.1. Audit Report Presentation: For the year ended April 30, 2019  
1.6.2. Motion to Approve the Audit Report  
1.6.3. Motion to Appoint BDO Canada LLP as Auditor for the year 2019-2020

## 1.7. Confirmation of Amendments to CSA Bylaws

1.7.1. Bylaw 1 – Organizational (Date of Board Approval)  
   1.7.1.1. Section 3.1.2: Board Composition (February 5, 2020)  
   1.7.1.2. Section 3.1.9: Minimum Number Directors (April 3, 2019)  
   1.7.1.3. Section 4.1.2: Summer Board Meetings (April 3, 2019)  
   1.7.1.4. Section 5.3: Executive Committee (September 25, 2019)  
   1.7.1.5. Section 8.0: Standing Committees (September 25, 2019)  
   1.7.1.6. Section 10.0: Conflict of Interest (February 5, 2020)

1.7.2. Bylaw 2 – Electoral (Date of Board Approval)  
   1.7.2.1. Section 2.2.5: Director Appointment Process (April 3, 2019)  
   1.7.2.2. Section 3.1: Referendum Questions (January 29, 2020)  
   1.7.2.3. Section 3.2: Referendum Quorum (September 25, 2019)

1.7.3. Bylaw 3 – Financial (No amendments)
1.7.4. Bylaw 4 – CSA Policy (No amendments)


- Appendix A: Internal Policy
  - Section 2.0 re Standing Committees (September 25, 2019)
  - Section 2.5 re Petitions, Delegations Responsibilities (Nov.27/19)
  - Section 3.3.1 re CAPCOM (April 3, 2019)
  - Section 4.0 re Confidentiality (February 5, 2020)
  - Section 14.0 re Executive Officer Portfolios (September 25, 2019)
- Appendix C: Human Resources (April 3, 2019)
- Appendix E: Organizational Policy (March 27, 2019)
- Appendix G: Electoral
  - Section 4.2.1 re Nomination Signatures (November 6, 2019)
  - Section 6.3 re Referendum Timing (April 3, 2019)
- Appendix I: Issues Policy (March 27, 2019)


- Section 1.2.3 and Section 1.3.3: Quorum (April 3, 2019)
- Section 2.0: Speakers List (April 3, 2019)
- Section 3.11: Roll Call Vote and Section 3.12: Secret Ballot Vote (Jan.23/19)

1.10. Report of the Organization

1.10.1. Executive Updates
- CSA President – Dena Van de Coevering
- VP Student Experience – Claudia Idzik
- VP External – Horeen Hassan
- VP Academic – Lindsey Fletcher

1.10.2. CSA Service Updates
- Bike Centre
- Bullring
- Clubs
- Elections
- FoodBank
- SafeWalk
- SE&RM (Student Event & Risk Management)
- SHAC (Student Help and Advocacy Centre)

1.11. Business

1.11.1. Submitted Motions (None Received)
1.11.2. Open Forum
1.12. Adjournment

1.12.1. Motion to Adjourn

CSA 2020 AGM Minutes

Audio Recording Difficulties

The minutes presented below contain the Scribe’s notes as made during the event. All CSA Board Meetings and General Meetings are recorded using a CSA recording device. Due to a technical difficulty when connecting the audio device to the P.A. system used to address guests during the AGM, the audio recording is inaudible. Typically, the Scribe would use the audio recording to complete the notes made during the meeting, however this was not possible due to the low quality of the recording. As a result, the notes you see below are incomplete, and at times fragmented. All motions and resolutions are however accurate, including the movers, seconders, and voting results.

1.1. Call to Order

CSA Board Chair Cameron Oleson called the meeting to order at 5:40 pm.

1.2. Land Acknowledgement

Given by Kathleen Nolan

In keeping with Indigenous protocols across Turtle Island, it is appropriate to acknowledge and pay respect to ancestral and traditional territories and local Indigenous communities. Acknowledging the territory in which we learn and work honours the relationship between the land and the Indigenous ancestors or stewards of the land.

To be meaningful and respectful, a territorial acknowledgement needs to be intentional. This is a time to give thanks, and to consider our role in the stewardship of Mother Earth and in building relationships with Indigenous people and communities.

1.3. Welcome and Introductory Comments

1.3.1. CSA President: Overview of the CSA
Dena Van de Coevering:
My name is Dena, she / her pronouns, excited to see you all. Give quick knowledge of CSA, its your undergrad student voice on campus, we advocated for tons, human right….trying to encompass the experiences you go through in your undergrad. Several lovely services, do want to touch on CSA logo, it is an Asterix, to add on to the university, we enhance the university, as I wrap this up, do want to highlight look at student body, thank you for being here tonight, always open to feedback, inquiries, how to better serve you, also thank you to all staff, and thank you folks for being here, because w/o you we wouldn’t e able to be here, we are the proper …any questions, come find us via email or in front office. Let’s have great AGM tonight.

1.3.2. CSA Chair: AGM Welcome / How to Participate in the AGM

Chair:
If everyone turns to page 2, see brief summary, and CSA order and Roberts Rules . As chair, my job to make it fair to all, we have to have mics, if you wish to speak, that is where you need to line up, pls wait until recognized by myself, pls respect, pls direct speaker comments to myself as chair, it is typical procedure for Robert’s Rules, and please make request if you need to make, please state your name, and speak clearly, for the sake of scribing, CSA scribes all board meeting and AGM for future reference, in addition. There are things you get to vote on, if you are an undergrad student, pls raise hand high and keep raised, I will be counting and help from staff as well, there is an event happening at 9:30, so as we approach that time we will need to bring chairs, help organize and help them.

1.4. Approval of the Agenda

1.4.1. Motion to Approve the Agenda

MOTION: To approve the agenda for the CSA Annual General Meeting on February 12, 2020, as printed and distributed.

Moved: Kathleen Nolan
Seconded: Margita Wilson

Vote on Motion
Motion Carried.

1.5. Approval of Previous AGM Minutes
1.5.1. Motion to Approve AGM Minutes – February 27, 2019

**MOTION:** To approve the minutes from the CSA Annual General Meeting held on February 27, 2019.

Moved: Lolia Shallouf  
Seconded: Anthony Lenarduzzi

**Vote on Motion**  
Motion carried

1.6. Approval of Auditor’s Report

1.6.1. Audit Report Presentation: For the Year ended April 30, 2019

**MOTION:** To extend speaking rights for the CSA Business Manager.

Moved: Claudia Idzik  
Seconded: Bella Harris

**Vote on Motion**  
Motion carried

Lee Anne Clarke, CSA Business Manager, presented the Auditor’s Report.

Good evening, my name is Lee Anne Clarke, I am the business manager, in few mins asked to vote on 2 motions, first to approve the…and second to appoint BDO as auditor 2020, I want to highlight 2 key elements, independent ..refer to booklet or screens, on page 41, a letter addressed to you, BDO states: reads what BDO states,

Moving on to page 44, we find statement of financial commitment, and want to skip to note section on page 51, all moneys held in …are administrated by CSA and…each for specific …revenue exceed they build and set aside in separate bank account, and subsidized fee increase…begin with note 6: Ideally it should be equal to 15%, and as you can see, it is more than double recommended level, when they run high, we pass savings to you, but in 2018 and 2019, the landscape kept changing, OHIP plus was in liberal government, this plan would now pay for most drugs for youth, this significantly changed for our plan, over $370,000, and being put into student health funds, we subsidized student fee $16, we weren’t sure if it should change, but a few months later,
changed and reversed, and legislated…student health and dental plan committee…further subsidized at that time.

Note 7:
No more than 15%, or $237,000, although 87%, changes…

Note 8:
Bills each year are collected, annual revenue from fee is about $40,000, 2 sig: 1 redevelopment of 7 college ave, and converted into accessible lodging home, and for one unit to be built as accessible housing unit, at Dec 17 we made aware elevator needed to be replaced, to restore lodging home to one that is fully accessible.

Note 9:
Late night bus contract, “magic bus”, different btwn fees collected and actual cost, more so in yrs when cost of living does not keep pace

Note 10:
Bullring cap fund, purpose of funding major capital ….revamping kitchen layout, increasing electrical capacity…

Note 11:
Provides stability, foodbank…especially when sudden changes to cost of food, or when fridges or freezers need to be changed, now is $2.39, which provides…even with recent fee increase, the foodbank struggles and must turn to fundraising event, believe a UC donate to student foodbank.

Note 12:
Builds up when…funds is externally restricted, and must be used to provide live ….of 1976, funds available, and have been fully committed to bring a big …hmm wonder who it is

Note 44:
Summarizes what we have and what we owe, grouped under four headings, current, current include…account receivable, 1 mill….2 long term investments, and both are w the UC services, have digital…and student focused…in addition to…we also have contribution …our capital is the net book value, both in CSA office, club hallway, and bullring, depreciation.

Chair: sorry to interrupt, motion to extend.

**MOTION:** To extend Lee Anne’s speaking time by 10-minutes.
Moved: Claudia Idzik
Seconded: Bella Harris

Vote on Motion.
Motion Carried.

...restricted...late night bus service, bullring, hygiene, and canon.ca, on your end, all assets totaled...liabilities: current liabilities 143,373, net assets is simply difference btwn asset and liability, the net assets must be further broken down: externally restricted, internally restricted, and invested in capital assets, and unrestricted net assets
Might appear very high, but two financial things to consider, we need to maintain a long balance from no less than 10% and no more than 15%, we elected to maintain the full 15%, this translates to...secondly must retai sufficient capital in bank to...and meet external commitment...when we ...we plan for cycle of cash flow...therefore, is min amount that should be held in...given that we have 85,000$ more than is required, finance committee...In order to provide better recommendations for students, in nutshell we have more than sufficient funds, the CSA bookkeeping is sound, and money ....BDO LLP Canada, has audited our financial for several yrs...setting restricted accounts and keeping informed in new...take moment to thank colleagues, all necessary invoices, receipts, etc., before conclude, and we move to vote, does anyone have a question for me?

1.6.2. Motion to Approve the Audit Report

MOTION: To approve the Audit Report for year ended April 30, 2019, as presented at the CSA Annual General Meeting on February 12, 2020.

Moved: Kathleen Nolan
Seconded: Patrick Mcarthy

Vote on Motion
Motion carried

1.6.3. Motion to Appoint BDO Canada LLP as Auditor for the Year 2019-2020

MOTION: To appoint BDO Canada LLP as Auditor for the CSA for the year 2019-2020.

Moved: Kathleen Nolan
Seconded: Margita Wilson

Anything we need to know, bus or anything specific?
Lee Anne: we have worked w them for a lone time, whenever I call and ask question, I know that they are very helpful and patient, bcs I don’t have that level of accounting to set up reports, so students of whatever background, appreciate they speak in language we understand, billing not increased

Vote on Motion
Motion carried

1.7. Confirmation of Amendments to CSA Bylaws

1.7.1. Bylaw 1 – Organizational

**MOTION:** To confirm the following amendments to **Bylaw 1: Organizational**, as approved by the CSA Board of Directors on the dates shown:

1.7.1.1. Section 3.1.2: Board Composition (February 5, 2020)
1.7.1.2. Section 3.1.9: Minimum Number Directors (April 3, 2019)
1.7.1.3. Section 4.1.2: Summer Board Meetings (April 3, 2019)
1.7.1.4. Section 5.3: Executive Committee (September 25, 2019)
1.7.1.5. Section 8.0: Standing Committees (September 25, 2019)
1.7.1.6. Section 10.0: Conflict of Interest (February 5, 2020)

Moved: Anthony Lenarduzzi
Seconded: Lolia Shallouf

Lindsey Fletcher:
Just question about 1.7.1.6, no document about conflict of interest, just wondering many members not likely seen.

Earl Evans, PTM:
The motion that is in package, is motion from actual board meeting, the section 10 was basically new section, replacing old section of bylaw, I have copy here if anyone would like to see it, it’s on website, it’s two pages so difficult to post on screen tonight, basically revision of what we should have in bylaw, its an update and available, and I can show anytime tonight.

Vote on Motion
Motion carried

1.7.2. Bylaw 2 – Electoral

**MOTION:** To confirm the following amendments to **Bylaw 2: Electoral**, as approved by the CSA Board of Directors on the dates shown.
1.7.2.1. Section 2.2.5: Director Appointment Process (April 3, 2019)
1.7.2.2. Section 3.1: Referendum Questions (January 29, 2020)
1.7.2.3. Section 3.2: Referendum Quorum (September 25, 2019)

Moved: Simonne Clout
Seconded: Jessica Krawitz

Nicole Walker:
Question on 1.7.2.3, wondering if anyone could provide rational in 20% in quorum, why was 20% chosen?

President:
Cannot give extreme detail, original it was in policy, but we felt like it should be in bylaw, so we weren’t changing it, but we were just moving it.

Chair:
PTM give different btnw policy and bylaw

PTM:
Has 4 policy and 9 bylaw, bylaw more formal, any amendment to bylaw although approved by board they come to this board to be confirmed, policies approved to board, more day to day, bylaw are formal statements of where we are as an organization.

Zoe Ross:
Byelection that increased funds, does that mean there is no chance of ever being a referendum during…

PTM:
Contrary, previously to this change, so referendums were allowed only during winter sem, this increases opportunity, this is positive change I believe, increasing opportunity for referendums during byelection and general election.

Ross:
Thank you, definitely run referendums, and wondering if worth, that referendum can be on any time and …not everything always expressed, useful tool to know what full range of rights are for general meetings.

Vote on Motion
Motion carried
1.7.3. Bylaw 3 – Financial

(No amendments)

1.7.4. Bylaw 4 – CSA Policy

(No amendments)

1.8 Summary of 2019-2020 Amendments to CSA Policy Manual

**MOTION**: That the Summary of 2019-2020 Amendments to the CSA Policy Manual be received as information.

*Moved*: Kathleen Nolan
*Seconded*: Kegan Winston

**Vote on Motion**
Motion carried


**MOTION**: That the Summary of 2019-2020 Amendments to the CSA Rules of Order be received as information.

*Moved*: Emmy Luo
*Seconded*: Anthony Lenarduzzi

**Vote on Motion**
Motion carried

1.10. Report of the Organization

1.10.1. Executive Updates

**CSA President – Dena Van de Coevering**

Hello again folks, thanks for sticking through, now more updates, hear more about what’s happening. Want to highlight, page 65 of agenda, what has happened throughout the year. In my role, oversee operations, financial stability, HR and public relations. Other things, this past year we have placed emphasis on CSA on campus, so students are aware. We have improved …workplace is safe for employees and students who use services. In election, for general election, new exec teams, so pls vote, and tell friends to vote, excited to meet quorum and see who... and will be hosting a byelection, anyone interested in VP academic, chat
about opportunity, get to work with lovely folks, it is full time, very excited for new exec. Once again, a big thank you to core staff, service staff, and exec and you folks.

**VP Student Experience – Claudia Idzik**

Hi everyone! I am Claudia. For information, my portfolio, running events, mental health, and sexual violence on campus. Highlight some cool things I’ve worked on, going to take this out, O Week, biggest thing we did, was sexy bingo during orientation week, we launched drag queen and has been continuing. Sexy bingo now runs biweekly, we booked Bill Nye, are chances to win tonight. Guelph student market, a market in the UC courtyard, can sell anything they create. And increasing stress busters during exams. The comfort room in club room space we are going to revitalize it, have sad lamp for seasonal affective disorder, and super exciting thing, this year we offered free diva cups, and stay tuned through social media.

**VP External – Horeen Hassan**

Hi everyone, I am Horeen, go by her / she pronouns. Thank you so so much, this is actually where student democracy happens, so nice to see you all here. My jobs and duties can be found in bylaws in policy appendix a, vice president external. One thing I want to mention, CSA and GSA, have been meeting regularly, tap student to tap card on the bus. Another thing, parking on campus has been a very big issue, has filed a grievance letter, a letter giving student story and experiences, I continue to be vocal. Campaigns, the main of this year is We the Students, province wide campaign, all the cuts to education, incl college/uni, massive OSAP cuts, and cuts to financial aid to students. This campaign demands more grants not loans, increase funding for public education, protection for students, another campaign want to point out. Time to be bold, educating student son how to vote and where to vote, and issues that matter to students, such as: climate change...etc. proud to say 3,268,000 voted on the on campus voting polls, which is great to see. Last campaign, fossil free campaign, working towards the uni to divest from fossil fuels, want to get involved you can always reach out. Other goals: CSA racialized student constituency, is a safer space for all racialized student...another really cool project is the environmental justice coalition, to share goals, resources, etc. How we can work towards collective goals. If ever want to get involved or want me to be...
I know it's new on the horizon and Frank is backing down, wondering what CSA's response to this year in last month most famous coach in was under scrutiny, one of the worst scandals that uni has been in, thought Franco thing was faulty, hope that the CSA...haven't seen the answer from CSA from Megan...hope that is something you can build on, say they are doing an external...what does that look like? Are they going to hold university to account, to make sure it doesn't happen again, and Robbie directly to make sure it doesn't come...

Dena:
Thank you for raising. I want to continue to discuss to team, how to best support our students. I turn to VP Student Experience.

Idzik:
thank you so much. Appreciate you bringing this up. I will come to our committee and hold uni accountable, we do believe that external investigation is important, and we do believe survivors. I will follow up w you personally zoe and we will make a statement.

Fourth yr, William Raymond:
Used to see...curious what kind of changed the group to push for Guelph to divest,

Horeen:
Still very passionate and out there, they need to be strategic in how to approach issue of divestment, in previous yrs governors were pretty angry, and told to leave. So, changing the approach on how they would like to go about, more than welcome to reach to me later and we can do great work together

Zoe Ross:
For the student choice initiative, and if student can opt out of, after great success of Wheeler, where does this leave CSA and have you met with university to see what comes up...

President:
Great question, ...so folks not aware, student choice initiative, allowed that university or forced uni to have opt out portal, and CSA was deemed as an optional fee, as Zoe highlighted, our CSF had taken policy to court, and was deemed unlawful on Nov 21st, at that time uni of Guelph opt out had closed, it was deemed unlawful on the 21st, so now looking to see what happens for summer. Uni does not seem to want to open for summer, but there is a task force, to determine what the uni will be doing for coming forward, the intentions told is that window will not be opening, but that will be several months or years...but with convo we have had they do not want too.
VP Academic – Lindsey Fletcher

My name is Lindsey Fletcher, use she / her pronouns, policy in…echo comments made already, thank you so much for coming out, if haven’t connected before great opportunity to find what you want from us. Started role after being…education and student…little did I know this would be toughest and most rewarding in my life. This campus is my office, I have had the privilege to pursue my passion, many of which has been highlighted in my report. Will hear from coordinator…removal of gendered in academic calendar, drop penalty being drop, and protection of studies just passed on Monday. Visit me in lib of march 3rd, work with people who identify, art in the bullring, in support of student experience, funding for over 100…organized student memorialized, who passed away in…and attended, to say I did this all alone would be a lie, worked along side incredible ppl who have added to my experience, heartfelt thank you to them. Hope you can see value in this organization, and amazing …happy to accept any comments or concerns, please take my business and teaching excellence. Thank you.

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

- President – Dena Van de Coevering
- VP Student Experience – Claudia Idzik
- VP External – Horeen Hassan
- VP Academic – Lindsey Fletcher

Moved: Marita Wilson
Seconded: Brianna Green-Ince

Vote on Motion
Motion carried

1.10.2. CSA Service Updates

Bike Centre

Owen Marshall Young:
My name is Owen, I am the new coordinator for bike center, service available to all students, volunteers are services to…please don’t hesitate to email me, very happy.
Dena Van de Coevering:
Hi folks, presenting on behalf of bullring report for Katrina, want to highlight few things, bullring have about 45 staff, that come through, we have been hosting weekly open mic nights, sustainability for mug Mondays, bullring is excited to continue to serve …any questions I am happy to answer them

Clubs

Claudia Idzik:
Hi everyone, doing this for Thibeca, what they have been up to, is 120 clubs, Thibeca accredited 122 clubs and 4 of them were new, see this on the website. She also handles CSA club days, if ever seen UC courtyard, it is wildly successful, everything else In report which you can read or you can email her.

Elections

Patrick MacCarthy, CRO:
Hi folks, everything can see is in report, if haven't voted already, encourage you to see link in gryph mail, and opening by pres a byelection will open, if that is something of interest to you, speak..nominations will open 26th.

Zoe Ross:
Thank you for update. Want to do due diligence, I came to your class and spoke about it, a reason or answer why there is such a low turn out, several uncontested and one that is vacant, in past 10 years only happened once under extreme…

Patrick:
Turnout is pretty in line with what its been, 20 candidates, seen issues with getting students engaged on our campus, it is about students being aware of CSA and then being asked to run, and overall see a decline of student engagement, and say well within norms of what seen in recent years.

Jade Applebee:
Along with that, where we can find platforms that is more than just a blurb.

Patrick:
All are required to put 150 word statement, which is under CSA, those files are linked on ballot, would ask to speak to individual…

Jade Applebee:
More of a platform should be available, think there should be more info…what they’re really running for it..

Patrick:
Unfortunately not as many…could look at making changes in the future, as previously mentioned not a ton of candidates, so increase requirements to…up to each individual…

FoodBank

Clarissa Shepherd:
Supporting just over 370, top cited is low paying jobs, high rent bills, other fixed costs, 37 percent work part time, 28% live on scholarship and 19% supported by our families. Looking to establish poverty awareness for that and food insecurity, and how effect international students. Awareness is the first step in order to ask. Any questions or want to be involved reach out to Clarissa. Also a breakfast program, come by on Wednesday, and will be holding two cooking class, Feb 22\textsuperscript{nd}, and one in mid march, we are currently working towards fundraising goal, donations drive, including donations to tills, one dollar goes a long way, also accepting donation in bin in UC courtyard, in need for tuna, beans, lentils, granola bars

Kira:
Motion to recess for 7 minutes, I Erica want to second that motion at 6:53pm

Green-ince: only two items left on the agenda

Chair: 3 updates left and open forum, for clarification

With that motion is defeated, so will not be taking a recess as motioned

SafeWalk

Tyler Poirier:
I’m volunteer coordinator for safewalk, want to tell about safewalk, in fall we purchased a golf cart, testing it and making sure policy is solid, had a great hiring season, and 8 more volunteers, meaning we have missed no shifts this sem, very happy to say we have no missed any shift, and increased 6 calls, and increased reliability, thank everyone involved in safewalk, looking forward to keep funds, with further promotion and use of different methods, ensure those who need it get to use it.
SE&RM (Student Event & Risk Management)

Claudia Idzik:
On behalf of Hannah, inform you do if you want to run event on campus, if don’t know any policy reach out to Hannah to get SE&RM training, make sure undergrad can make fun safe events.

SHAC (Student Help and Advocacy Centre)

Maggy Watson:
I’ll go quick, SHAC, legal info, want to know how it works its in first section. We added second asst coordinator, and turning cases around much faster, we engaged w and saw 106 students, way above last year, info from tabling, overall had success year at shac and still have all…

MOTION: That the following CSA Service Updates be received as information:

- Bike Centre
- Bullring
- Clubs
- Elections
- FoodBank
- SafeWalk
- Student Event & Risk Management (SE&RM)
- Student Help and Advocacy Centre (SHAC)

Moved: Kathleen Nolan
Seconded: Daniel Oforio Darko

Vote on Motion
Motion carried

1.11. Business

1.11.1. Submitted Motions

(None Received)

1.11.2. Open Forum

Jaiden Wlasichuk:
Just want to thank CSA, Lindsey changing drop date, currently TA where undergrad have the ability and student are very happy, students appreciate you and all of you, so thank you so much and keep it up!

Idzik:
You can ask us anything you want, highly recommend you ask us questions

Lisa Regento:
Feels like a silly question, living in chancellors, use Sunday cinema, problem with buses….don’t live in …is it’s an issue if too superficial, just on that.

President:
Sunday night buses, cannot speak to specific …you call a bus to location, not necessarily. It’s on demand sort of, looking to VP E

Horeen:
Follow up with you, we can chat later after meeting.

Kathleen Nolan:
As you probably know, wondering if CSA has had any involvement for UC as weighing food, price has increased dramatically, wondering is CSA has any input or actions planned?

Fletcher:
I paid $9 for mashed potatoes, so I understand there, there is a hospitality ….are working which sits on UC board, not entirely sure if its been raised there, connect with Claudia.

Sarah Cumberland:
Similar note, would advisory committee could talk to longer hours of uni food courts, on campus lates working, when most food shut down around 6.

Dena:
Definitely fair question, if Nicole walker can talk to that

Nicole Walker:
Hospitality chair, what Hshac, we conduct survey 3 times a semester, we go to caf lounges and spaces to take student feedback, what fav foods, if anything added, etc. all gets compiled into data, gets taken into data, and incorporate feedback, for specific feedback, thing there are 2 CSA representative people who sit on committee, and can give contact.

Tyler Poirier:
Want to ask byelection, want to ask for procedures, is this something we see for end of sem.

Patrick:
The timeline very similar to general election, nominations open for 26 in feb, run for week, quick turnaround and voting take place beginning of March, and ratify on March 25, give enough time, late feb – mid march, quorum will be same, 1 students to vote.

Lisa Regento:
More for info: in sept uni is agreed to build honey bee facility, also heard to replace campus farm, want to know what that means if you would know, since I think farm gives food to UC.

Horeen:
Details around honeybee research centre are unclear, farm is under threat, trying to campaign for farm, at the moment, don’t know too much, know this is a board of governors in the room who could maybe come and talk to that…can email him or reach out to myself.

Taylor Ross:
I am co pres of sign club we have through CSA, want to thank you for holding the meeting. Hand a clarification for email change for Feb 3rd, want to see any problem with withdrawing cheques.

Idzik:
Changes made to make things directly, thibeca would know better

Serena Mallick:
Wondering if CSA ever looked not renting bikes, I know Mac and Toronto has them, wondering if CSA ever thought of that.

Idzik:
We entertained board to let scooter company on here, we decided not to go through bcs a lot of complication went around with it, I do think it is a good idea, can entertain idea, anything to add.

Fletcher:
Was a survey that was sent to fall sem, and around municipal bylaw, major concerns are accessibility, may have mobility needs, bicycles…could provide benefit…we are looking into it, reached out in fall, no further action but would be willing to look into.
Horeen:
We also have bike center coordinator.

Owen:
Come by the bike center and we can get you set up, if that suits your needs.

Zoe Ross:
Thank all the exec for answer all hard questions, and bringing bill nye here is incredible. Last question is cannabis, with edibles becoming legal, bcs the mess that is, a lot of people upset about swift members and students who don’t think it is right. So, what is CSA doing with that?

President:
Very prominent to times now, I do know that we have a smoke free campus, not pending is current, as far as I know I am not involved in any of that, but it is not something I have now, if want to go further detail we can go from there

Fletcher:
There has been several opus groups prior to the smoking free, the university has taken an approach to smoke free campus, along w 79 campuses in Ontario, so is in line with shift in culture in province. Cannot speak to edibles, or cannabis, but vaping and cannot have cannabis delivered to a residence on campus.

Tyler:
Ask the exec and maybe CRO, about email sent out, went to an uttered inbox, and to make sure we hit quorum.

Patrick:
Thank you for questions, outlook, Microsoft has complicated formula, idea was it sent form CRO it would be added to focus inbox, but noticed that it is quite random, not much we can do besides changing the way voting can be done, looking at different ways, but unfortunately for some students in and others not.

Jade Appleby:
Not sure if you or guelph transit for route on Sunday bus, huge service, but bus doesn’t go on the other side of the hanlon.

Horeen:
Routes are being tweaked, so very important. I can bring to transit committee, always looking for recommendations, and what routes, so maybe send me an email for potential routes.

Lisa Regento:
How involved you are with this, but we were talking about emails, an the system at the library, and I find the omni service, I hate it and don’t know what the mandate is for switching services, and is there a way…much rather old library website….

Fletcher:
There have been focus groups, was limited, prior to switch, but do meet regularly and would be happy to bring that to them, have heard from several students that omni is much less user friendly, lots of factors, functions it has access to, price, database, etc, all things taken into consideration.

Gupta:
How involved you’d be in this, classroom and changes in classrooms, if there is an effective way to change classrooms.

Fletcher:
Another meeting would be about classroom schedules, also welcome to email me, can communicate, has been issues with fire, accessibility, as well as enhance student learning

Bella Harris:
Look into issue where the CSA had passed motion in W18, that advocated for increased universal washrooms was to start w the bullring, there was some confusion how that can be done or what that would look like, been a few years almost, and nothing as far as I can tell, where is the status on that?

President:
Definitely important, cannot give direct update, happy to chat after I talk with Katrina.

Brianna Green-Ince:
We talked about this briefly before, food insecurity, definitely the UC weight program has taken a toll on a lot of student, want more, CSA can advocate.

Nicole:
Make this brief, thank you for raising concern, always looking to extend feedback, so a great note is there is a campus wide survey that is out right now, and a section where you can give feedback, I can email it to dena and can wide spread that even further, also representative, a lot res based, we can look more to way to further gather student.

Idzik:
Want to hand out prizes, do invite you to continue forum, but for now do we want to do adjournment.
1.12. Adjournment

1.12.1. Motion to Adjourn

**MOTION**: To adjourn the CSA Annual General Meeting on February 12, 2020. 7:26

- Moved: Lindsey Fletcher
- Seconded: Kathleen Nolan

**Vote on Motion**
Motion carried

Dena Van de Coevering, CSA President
Cameron Oleson, Chair
Earl Evans, Policy & Transition Manager
Sarah Dias, Scribe
AGM Item 1.4.1
Motion to Approve the 2020 AGM Minutes

MOTION to approve the minutes from the 2020 CSA Annual General Meeting held on February 12, 2020.

Moved:
Seconded:
AGM Item 1.5.3
Motion to Appoint BDO Canada LLP as Auditor

MOTION to appoint BDO Canada LLP as Auditor for the CSA for the 2020-2021 academic year.

Moved:
Seconded:
AGM Item 1.6.1(a)

Amend Bylaw 1 – Organizational, Section 9.0. Members Meetings

MOTION that Bylaw 1 – Organizational, Section 9.0 Members Meetings, be amended by removing subsection 9.1.2. 'The Annual General Meeting (AGM) shall be held at the University of Guelph or elsewhere in the City of Guelph, at a time and place determined by the Board of Directors.'

Moved:
Seconded:

Notes

- Due to Covid-19 restrictions, the 2021 AGM was required to be held virtually, and not ‘…at the University of Guelph or elsewhere in the City of Guelph…’

- Original motion included the following direction to the President: ‘The President consult with the Executive Committee and core staff and provide recommendations supporting the continuation of, or reinstating, this policy amendment and supporting rationale to Board prior to the final Board Meeting of the academic year.

Original Motion

CSA Board Meeting Date: February 10, 2021

Notice of this motion was provided at the January 27, 2021 CSA Board Meeting.

Item 11.11.6

Amend Bylaw 1 – Organizational, Section 9.0 Member Meetings (AGM Location)

WHEREAS at their meeting on January 13, 2021, the CSA Board of Directors approved the date, time and location of the 2021 AGM, which included meeting virtually via Microsoft Teams;

WHEREAS the University continues to restrict in-person meetings due to Covid related impacts; and

WHEREAS Bylaw 1 – Organizational, Section 9.0. Members Meetings, subsection 9.1.2. states: 'The Annual General Meeting (AGM) shall be held at the University of
MOTION
2021 Annual General Meeting (AGM)
March 16, 2021 – 5:00 pm
Microsoft Teams

Guelph or elsewhere in the City of Guelph, at a time and place determined by the
Board of Directors.'

RESOLVED that:

a) Bylaw 1 – Organizational, Section 9.0 Members Meetings, be amended by
removing subsection 9.1.2.

b) The President consult with the Executive Committee and core staff and provide
recommendations supporting the continuation of, or reinstating, this policy
amendment and supporting rationale to Board prior to the final Board Meeting
of the academic year.
Please note that the AGM package was prepared prior to the March 10, 2021 Board Meeting, so this agenda item may be out of order.

AGM Item 1.6.1(b)
Amend Bylaw 1 – Organizational, Section 8.0. Standing Committees

RESOLVED that:

a) Bylaw 1 – Organizational, Section 8.0. Standing Committees, Subsection 8.1 be amended by removing “b) Executive Evaluation Committee”.

b) The Executive Evaluation Committee (EEC) be dissolved, and all 2020-2021 EEC committee members be de-ratified effective immediately.

Moved:
Seconded:

Notes

- The current EEC process was established under the CSA’s former Commissionaires organizational model and was not working under the current hierarchical organizational model.

- Original motion reinforced the importance of the EEC mandate, and of re-establishing a functional EEC by the end of the 2021 calendar year.

Original Motion

CSA Board Meeting Date: March 10, 2021

Notice of this motion was provided at the February 24, 2021 CSA Board Meeting.

Item 13.10.1.
Executive Evaluation Committee & Organizational Planning

WHEREAS the CSA transitioned from a Commissioner-based organizational model, and adopted an Executive-based hierarchical organizational model at their 2018 AGM;
MOTION
2021 Annual General Meeting (AGM)
March 16, 2021 – 5:00 pm
Microsoft Teams

WHEREAS the Executive Evaluation Committee is a CSA Standing Committee as per Bylaw 1 – Organizational, Section 8.0. Standing Committees; which was established under the former CSA Commissioner-based organizational model and has proven to be ineffective under the adopted hierarchical organizational model;

WHEREAS Appendix C – Human Resources, Section 16.1 establishes a Human Resources (HR) Support Team to address human resources-related issues;

WHEREAS Bylaw 1 – Organizational, Section 5.7.2 states that the President of the CSA shall 'Report and be accountable to the Board of Directors';

WHEREAS the CSA currently does not employ a standardized process for high-level organizational planning or reporting between the President and Board of Directors; and

WHEREAS it is important to re-establish and maintain the original mandate of EEC: '[to] support the development of goals, the management of progress towards meeting those goals, and the accountability of the Executive Officers within their portfolios.'

RESOLVED that:

a) Bylaw 1- Organizational, Section 8.0. Standing Committees, Subsection 8.1 be amended by removing “b) Executive Evaluation Committee”.

b) Appendix A – Internal CSA Policy be amended by removing Subsection 2.3 Executive Evaluation Committee.

c) The Executive Evaluation Committee (EEC) be dissolved, and all 2020-2021 committee members be de-ratified effective immediately.

d) The CSA President establish an Organizational Planning and Reporting Process including all associated templates in collaboration with staff, the Executive Committee, and other subject matter experts as determined by the President; and

   i. The proposed Organizational Planning and Reporting process be presented to the Board of Directors at their meeting on March 24, 2021.

e) The Policy and Bylaw Review Committee (PBRC) provide recommendations to the CSA Board of Directors by the end of the 2021 calendar year that establishes a Standing Committee that fulfills the current mandate of the EEC,
MOTION

2021 Annual General Meeting (AGM)
March 16, 2021 – 5:00 pm
Microsoft Teams

is consistent with the mandate and processes of the HR Support Team, and the newly implemented Organizational Planning and Reporting.

Moved:
Seconded:
AGM Item 1.6.2(a)  
Bylaw 2 – Electoral, Section 2.2. By-Elections

CSA Bylaw 2 – Electoral, Section 2.2. By-Elections, subsection 2.2.2. states: ‘Quorum shall be 10% of the general membership of the applicable constituency.’

Notes

- On September 9, 2020, the Board temporarily amended Bylaw 2 – Electoral, Section 2.2. By-Elections by suspending subsection 2.2.2. requiring a 10% quorum minimum for to Fall 2020 By-Election.

- The 10% quorum requirement for elections was reinstated at the January 13, 2021 Board Meeting in time for the Winter 2020 General Election.

- No long-term amendment was made to this Bylaw section.

Original Motions (2)

CSA Board Meeting Date: January 13, 2021

Notice of this motion was provided at the CSA Board Meeting on November 25, 2020.

Item 9.11.5  
Winter 2021 General Election Amendment to Bylaw 2 Electoral, Section 2.2.

WHEREAS filling all Executive and Board of Director positions is critical to the success of the Central Student Association;

WHEREAS COVID-19 public health policy and University of Guelph COVID-19 regulations have made the prescribed electoral process infeasible;

WHEREAS it is the collective role and responsibility of the CSA Elections Office to ensure the CSA Elections process is organized, fair and democratic;
MOTION

2021 Annual General Meeting (AGM)

March 16, 2021 – 5:00 pm

Microsoft Teams

WHEREAS it is necessary for the CSA to amend Bylaw 2- Electoral in order to carry out the 2021 Winter General Election in a timely manner;

WHEREAS at their meeting on September 9, 2020, the CSA Board of Directors amended Bylaw 2 – Electoral, Section 2.2.2. eliminating the requirement of quorum being 10% of the general membership of the applicable constituency; and

WHEREAS the Policy & Bylaw Review Committee (PBRC) has reviewed and approved of the following amendment.

RESOLVED that:

a) Effective immediately, CSA Bylaw 2 – Electoral, Section 2.2. By-Elections be amended by reinstating subsection 2.2.2. stating “Quorum shall be 10% of the general membership of the applicable constituency.”

b) Recommendations from the Chief Returning Officer (CRO) relating to elections quorum be included in their report at the end of the 2020-2021 academic year for consideration by the Board for future elections cycles.

CSA Board Meeting Date: September 9, 2021

Item 2.11.2.

2020 Fall By-Election Amend Bylaw 2, S 2.2.

WHEREAS filling all Executive and Board of Director positions is critical to the success of the Central Student Association;

WHEREAS COVID-19 public health policy and University of Guelph COVID-19 regulations have made the prescribed electoral process infeasible;

WHEREAS it is the collective role and responsibility of the CSA Elections Office to ensure the CSA Elections process is organized, fair and democratic; and

WHEREAS the Elections Office and the CSA Board of Directors believes it is necessary for the CSA to temporarily change a related bylaw in order to carry out the 2020 Fall Election in a timely manner.

RESOLVED:
MOTION
2021 Annual General Meeting (AGM)
March 16, 2021 – 5:00 pm
Microsoft Teams

i. That, effective immediately, **CSA Bylaw 2 – Electoral, Section 2.2. By-Elections** be amended by striking out subsection 2.2.2. stating “Quorum shall be 10% of the general membership of the applicable constituency.”

ii. That the CSA Board of Directors re-examine this bylaw amendment by December 31, 2020 to assist in determining an approach to the Winter 2021 By-Election.
AGM Item 1.6.4(a)  
Amend Bylaw 4 – CSA Policy, Section 1.1. Policy Resolutions

MOTION that Bylaw 4 – CSA Policy, Section 1.1. Policy Resolutions of the CSA be amended by adding:

‘Issues-based policies that are integral to CSA activities, reflect organizational values, or guide strategic focus, and are generally an ongoing consideration or philosophy, are included in CSA Appendix I – Issues Policy.  

All other issue-based policies not included in Appendix I – Issues Policy shall be archived in the Issues-Based Resolutions Record of the Policy Manual for a period of three years.’

Moved: 
Seconded:

Notes

• More clearly delineates between Issues-Based resolutions that are, and are not, included in Appendix I – Issues Policy.

• Establishes a public archive of issues-based resolutions that are not included in Appendix I – Issues Policy.

Original Motion

CSA Board Meeting Date: February 10, 2021

Notice of this motion was provided at the January 27, 2021 CSA Board Meeting.

Item 11.11.4  
Amend Bylaw 4 – Policy of the CSA, Section 1.1. Policy Resolutions of the CSA

WHEREAS during review of Bylaw 4 – Policy of the CSA, the Policy & Bylaw Review Committee (PBRC) agreed that more context should be provided to the definition of, and
an archival process should be established for, CSA Issues-Based Policies as described in Section 1.1 Policy Resolutions of the CSA; and

WHEREAS this bylaw amendment is being presented at this meeting with a similar motion to amend associated Appendix A, Section 13. Policy Review Policy, so that the two are complimentary.

RESOLVED that Bylaw 4 – Policy of the CSA, Section 1.1. Policy Resolutions of the CSA be amended as presented in the February 10, 2021 Board Package, and as recommended by the Policy & Bylaw Review Committee (PBRC).

Revised Policy

Amended text is highlighted.

1.0. Policy Manual

1.1 Policy Resolutions of the CSA, as set by the Board, will be recorded in the Central Student Association Policy Manual. Policies will be deemed an Issue-Based policy or an Operational policy and be distinguished as such in the Central Student Association Policy Manual.

1.1.1 Operational Policy
Generally consists of policy that outlines the framework of managing the operations of the CSA.

1.1.2 Issues-Based Policy
Generally consists of policy that the CSA takes a stance on. It is policy that either opposes, supports and/or condones, but not limited to, actions that the Union or a third-party carries out. An example of such policy is taking a stance on international, national and domestic issues, such as tuition fees.

a) Issues-based policies that are integral to CSA activities, reflect organizational values, or guide strategic focus, and are generally an ongoing consideration or philosophy, are included in CSA Appendix I – Issues Policy.

b) All other issue-based policies not included in Appendix I – Issues Policy shall be archived in the Issues-Based Resolutions Record of the Policy Manual for a period of three years.
Executive Update: CSA President 2020-2021
Tyler Poirier

Hello undergraduates!

This year has been a difficult one for both students and staff at the University of Guelph and Central Student Association. We have needed to retract, modify, create, and restart services, programs, and events in response to the COVID-19 pandemic, while upholding health & safety protocols and working from home. A large part of my position throughout the 2020-2021 term has been reactionary; adapting to the changing landscape at the University of Guelph while ensuring the CSA team is on track to fulfill our mandate.

We ran two successful elections completely virtually, forcing us to adapt and find new ways to connect to students and promote the CSA and what it does for students. We will be welcoming 7 new At-Large Board of Directors on May 1st, and a full Executive team. We will be running a Fall By-election to fill the remaining At-Large seats.

We ran a Health Plan referendum to consider whether students prefer a universal health plan or one with an opt-out option, and the question did not reach quorum, meaning the universal health plan will continue. The dental plan has also been amended to increase the coverage that students can receive, without impacting the amount that students pay for the dental plan.

In Fall of 2020, the University of Guelph remained largely closed for students, and many students made the decision to live outside of Guelph and with family. With the uncertainty of the year, the Central Student Association, Graduate Students’ Association, and City of Guelph/Guelph Transit agreed to suspend the Universal Bus Pass Contract to provide financial relief to students during the COVID-19 pandemic. The Central Student Association also made the decision to keep select services closed so the organization could prioritize those services that could be made remote and operate safely during the COVID-19 pandemic. SafeWalk remained close throughout the 2020-2021 academic year, and the fee was subsequently suspended. The CSA Bike Centre remained closed as well, as few students were on campus to utilize the service. The future of these programs will lie with the incoming Executive and be decided by what the campus environment looks like in Fall 2021.

CSA Clubs have remained available for students to organize, participate in, and enjoy in a virtual setting, while the Guelph Student Foodbank has operated on campus to continue providing relief for those requiring additional food security. The Student Help and Advocacy Centre has maintained virtual office hours for students needing assistance or access to a free lawyer. Tenancy has been a strong focus for SHAC this year in relation to the pandemic, and the lawyer has still been accessed a fair amount.
Live events have continued in an online fashion with Livestock from the Bullring, a new online event that is supported by the Entertainment Fee. We even had Bob from Bob’s Dogs perform for students! We look forward to continuing Livestock from the Bullring in the future, and we are excited to have expanded our horizons this year while we adapt to our circumstances.

The CSA has weathered two storms back-to-back; the Student Choice Initiative and COVID-19. These situations put our organization on our heels, and we need to continue to innovate to provide for students. We need to continue to prioritize student feedback and ensure students have the tools necessary to contribute to the CSA meaningfully and in a way that supports constructive improvements to the University of Guelph campus and the Central Student Association.

Tyler Poirier
CSA President, 2020-2021
Executive Update: Sara Kuwatly – VP Student Experience

Hi friends! My report will highlight an overview of the projects I’ve worked on for the past 10 months as well as some of my goals for the rest of my term.

If you have any questions or concerns about my report, please reach out to me! Or if you have an idea for an event, project, or social media campaign I’d love to hear about it! Email me at csavpexperience@uoguelph.ca to set up a meeting 😊

1. Social Media Initiatives to increase Student Engagement:
   - Scheduled an Instagram Livestream with Andy Robinson to get an update on his donkeys after the livestream he did back in April.
   - I ran a digital Talent Show during the summer where students submitted videos or pictures of their talents. The talents were voted on by students and three winners were picked and given cash prizes or gift cards of their choice!
   - Random Acts of Kindness Day: students DM’d us anonymous kind words to their friends and we published them on our stories.
   - “Dinner’s on us!”: giveaway of $25 Skip the Dishes gift cards
   - Holiday Giveaway: giveaway of $50 gift cards to a store of the winner’s choice
   - “Cozy at Home” challenge: daily challenges and ideas for activities to do at home during Reading week. A winner was chosen each day and awarded a $50 gift card to a store of their choice.

2. Events: all of my events were livestreamed on Twitch
   - O-Week: ran a Trivia Party event with DJ Roshanie and a Sexy Bingo event with Fluffy Souffle. Both events were very successful with over 200 students in attendance!
   - Monthly Sexy Bingo events since September – I’ve had the pleasure of co-hosting these events with Brianna Brexit, who is a UofG student who also does drag!
   - Halloweek: did movie nights as well as a livestream of a stunt show with Orbax and Pepper
   - Brought back Trivia Party with DJ Roshanie as a monthly event in the Winter semester.
   - Livestock from The Bullring with Bob from Bob’s Dogs: brought Bob from Bob’s Dogs to the Bullring for a livestream performance and an interview with questions from students!

3. Future projects:
   - Menstrual Hygiene Initiative: period packages – giving away boxes that include Diva Cups, Diva Cup washes, and some other promotional material. Hoping to make it an awareness campaign alongside the giveaway.
   - Hump Day giveaways on social media to increase engagement with our members!
Executive Update: VP Academic 2020-2021

Hello undergraduate students!
Thank you all for coming out to the CSA Annual General Meeting! For your reference, the duties and responsibilities of the VP Academic are outlined in Policy Manual, Appendix A, Section 14.5. – Vice President Academic. While I served as VP from October 2020 until my resignation earlier this month, I am no longer the CSA’s VP Academic and have begun a career outside of the CSA. I’m appearing here at the AGM in a volunteer capacity to share what I accomplished during my term and answer any questions.

Internal CSA

Student Help and Advocacy Centre (SHAC)

- SHAC is a student-run legal information, advocacy, and referral service, where our wonderful staff and volunteers support all students with academic, tenancy, human rights, and financial resources. It is a confidential service that aims to be inclusive and equitable for all.

- Throughout my term, I have helped support our SHAC Coordinator, Krista, and Assistant Coordinators, Rashmeet and Liaba, to help them carry out SHAC’s mandate. I’ve also been able to support students in SHAC cases.

University Meetings/Committees

Senate and Standing Committees

- I am an ex-officio member of Senate, the university’s highest academic governing body, and its various sub-committees. Through these, I represent and actively work to protect the academic interests and rights of students.

- The implementation of maximum weighting for one assessment, academic consideration, and minimum grades to be returned by the 40th class day policies have all advance after being initiated by Lindsey Fletcher.

Accessibility Committees

- I have worked with several committees that work towards making this campus more accessible for all students. Most notably, I re-struck the CSA’s Accessibility working group which was previously not active. This working group will serve as group that seeks to improve accessibility both within the CSA and the University as a whole

Special Committees

- Struck in December of 2020, I have since been representing the CSA on the Provost’s Taskforce on Pedagogical Innovation which sought to position U of G as a continued leader in post-secondary education in the Post-COVID environment by identifying 3-5 teaching and learning models,
approaches, or initiatives that could be incubated and grown within the range of diverse pedagogical approaches used at the University, and developing plans to promote and support implementation of these approaches

- I served on the Student Assessment committee, which sought to resolve assessment issues that came about as a result of the pandemic and online learning. See more about this in the advocacy section

**Advocacy**

*Education for All*

In collaboration with the University of Guelph Campus Coalition, I helped develop the coalition’s lobby document in partnership with the CSA VP External. This document advocates for demands that are important to access to education and includes demands relevant to the University of Guelph’s yet-to-be-announced return to Campus Plan.

*Anti-Respondus Campaign*

Due to the pandemic, the CSA VP Academic’s campaigns looked a bit different this year. Awareness of academic issues was promoted through alternative channels, such as the CSA’s social media accounts and interviews that I did with news outlets about issues relevant to the CSA’s membership. These interviews can be found by following the links below.

One of the issues that was most relevant to undergraduate students at U of G this year was by far the disruption that online learning has caused. While the transition was very rapid and unpredictable, the ensuing issues resulting from transitioning 20,000 students to an online learning platform were significant. Some were, unfortunately, avoidable. When I started in my role, students were in the thick of midterms, and the use of virtual proctoring software was increasingly becoming an issue. This software, specifically Respondus Monitor, which was most widely used to administer assessments in most U of G courses, has been widely condemned as a mandatory breach of students’ privacy. Even more concerning was that there were reports of some students encountering what can only be described as racial bias when using the software, which relies on eye-detection and face-detection software to prevent academic misconduct. Despite these issues, and the software’s questionable efficacy, the university was failing to implement alternative solutions to virtual assessments. Initially, the allegations of racial bias weren’t even acknowledged.

To help substantiate these issues, I conducted a survey of over 500 undergraduate students at U of G to better understand student experiences and opinions related to online learning. Beyond showing that students were suffering financially and receiving a lower-quality education than they were pre-pandemic, this survey showed that BIPOC students were experiencing racial bias as a result of virtual proctoring software. This racial bias was occurring almost undetected as a result of BIPOC students being flagged for potential academic misconduct at almost twice the rate of their white peers.
With this data, the CSA was able to more effectively lobby the university administration to make changes to the way students are assessed. I moved a motion which was subsequently passed at our January 13th Board Meeting which:
- Condemned the University of Guelph’s apparent absence of urgency in developing alternatives to automated proctoring software
- Called upon the University of Guelph to consult with students and faculty on developing alternative assessment methods.
- Called upon the University of Guelph to limit the weight of a student’s final grade assessed via automated proctoring software to no more than 15 percent.
- Encouraged the University of Guelph to reallocate financial resources to facilitate the transition away from using automated proctoring software, such as Respondus, and reimagine how assessments can be conducted to most fairly and accurately assess students’ knowledge and ability, both now and in the post-pandemic academic environment.
- Executives continue to advocate on behalf of students to ensure that their course work is fairly and accurately assessed.

Through this advocacy and prior collaboration with the University of Guelph administration, the student assessment committee, and the Provost’s Taskforce on Pedagogical Innovation, the university finally announced changes that will ensure that instructors who do use Respondus tool will provide students with numerous types of assistance, including:
- Helping students prepare for use of the software with a practice test before an exam to ensure familiarity with the environment and that they can meet the system requirements;
- Providing a notice in CourseLink, as in this communication, that students whose computers fail to meet the technical requirements may borrow a computer from the University by contacting CourseLink;
- Allowing at least 30 minutes before the start of the exam for students to log into the environment and complete the startup sequence;

The university also committed to ensuring that students who have human rights concerns related to race can request an alternative form of assessment not using virtual proctoring software.

While there is still a lot of work to do in improving remote learning during the pandemic at the University of Guelph, this was indeed a step in the right direction. For more information on this topic, please refer to the articles below.

https://issuu.com/ontarion/docs/189.4_web
https://issuu.com/ontarion/docs/190.3_web

Events

Student Memorial Service
Every year, the CSA and GSA collaborate to organize a memorial for students who passed
away in the previous academic year, which is funded by the Health and Dental Committee. Due to the pandemic, this memorial service could not be held last fall and has been rescheduled for this September 17th, 2021 and will take place in the Arboretum Centre.

Art in the Bullring

This is an annual event held in collaboration with the Bullring and Fine Arts Network to celebrate amazing artwork created by students, in which five pieces of art are chosen to be displayed in the Bullring for the remainder of the year. The event took place on November 23rd, 2021 and was a great success with over 25 artwork pieces submitted. Together with the Fine Arts network, I helped secure funding for new brackets to display this art through SLEF. These new brackets will more safely display this artwork, which will continue to make possible this art competition for years into the future.

In lieu of our normal event in the Bullring, this year the Fine Arts Network collaborated with Kaleidoscope Magazine to showcase this student-created artwork online. Due to the financial saving of not having to host an in-person event, the CSA also began sponsoring the Student Choice Award, which was selected from among all art entries by students via the CSA’s Instagram story. The winner of this prize received a gift certificate to be redeemed at Wyndham Art Supplies downtown.

CFS National Lobby Week

The CFS hosts a national lobby week annually to lobby Members of Parliament and Senators on behalf of CFS members. I attended this event on behalf of the CSA VP External, who would normally attend but was unable to. During this week, I met with MPs and senators from multiple parties to discuss the CFS’s priorities, which include COVID relief, additional tuition grant supports, and a moratorium on Canada student loan repayments.

Teaching Excellence Award

- Nominations for the Teaching Excellence Award were accepted until February 26th.
- This year the CSA received more nominations than have been received in the past three years combined. For me, this demonstrates that while learning during a pandemic has been tough on students, there a number of instructors at the University of Guelph who are rising to the occasion and demonstrating excellence in education by innovatively delivering their teachings to students.
- After much deliberation, the Teaching Excellence Award Selection Committee selected both Professor Susan Chuang and Professor Thomas Sasso as the recipients of the 2021 Teaching Excellence Awards
EXECUTIVE UPDATE: VP External 2020/2021

Hello friends! Thank you so much for joining us tonight, “zoom fatigue” is definitely real, so I really appreciate you all for being here! It’s wild to think I’m wrapping up my two terms working for the CSA. I’ve been really honoured to represent and advocate on behalf of UofG students, and will really miss working with the amazing campus community we have at UofG. Below are a few highlights from my 2020/2021 term.

For your reference, my job, duties, and responsibilities are outlined in Policy Manual, Appendix A, Section 14.6. – Vice President External Affairs.

CAMPAIGNS

- **Education for All**
  - Back to School Online Learning Forum held September 18th to solicit feedback and input from students on their virtual post-secondary experience.
  - Creation of a lobby document to the University of Guelph that outlined concerns regarding academics, financial hardships, accessibility, workload, access to wifi, health and safety of the campus community.

- **Fairness for International Students**
  - Demanding the immediate reverse of the 2020/2021 international tuition fee increases, freeze tuition fees for international students now, provide more bursaries, grants and scholarships for international students. Student testimonies are were sent to the University of Guelph Board of Governors, along with over a thousand email letters to the UofG administration demanding fairness for international students.
  - As a result of campaigning efforts, two new initiatives were introduced:
    1) The Provost Incentive Offer, a one-time supplement of $750 offered to all full-time international students registered for the fall 2020 semester.
    2) An International Tuition Assistance Bursary of up to $2,500 ($1250 per semester). This is a needs-based program that helps international students who may be having difficulty paying their tuition and supplements other support available through our regular bursary programs.

COALITION BUILDING|SOLIDARITY | CAMPUS COLLABORATIONS

- **BIPOC Students Coalition**
  - The BIPOC Students Coalition is a new space that has been created for Black Indigenous People of Colour at the University of Guelph to gather, network, and share resources. This group has been meeting every Thursday from 12:30 – 1:30pm.

- **UofG Campus Coalition**
  - Group consisting of student and worker unions/groups working together to share information and resources to enhance our collective experience at the University of Guelph. This coalition meets bi-weekly on Thursday from 2:30 – 3:30pm.

- **Black Students Matter | Digital Speaker Series Amplifying Black Voices**
- Digital Speaker Series challenging anti-Black racism at the University of Guelph. Executives from the Guelph Black Students Association were invited to share their experiences at the University of Guelph, while also talking about their letter to the UofG administration around anti-Black racism.

- **Solidarity, Reconciliation & Sovereignty**
  - A Fundraiser and Panel Discussion with Indigenous Land Defenders Skyler Williams and Eve Saint. Collaborative event hosted with the indigenous Student Society (ISS) raising awareness around Indigenous land protection at Gidimt’en, Six Nations, and across Turtle Island.

- **ALL OUT September 30th To Support Black and Indigenous Students, Staff and Faculty**
  - National Strike to commemorate Orange Shirt Day and to support Black and Indigenous students, staff, and faculty across the country.

- **Climate Justice Through an intersectional Feminist Perspective**
  - A collaborative event hosted with the UofG’s Sustainability Office for International Women’s Day.

- **Navigating Eco-Anxiety & Burnout in a Time of Crisis**
  - Workshop hosted in collaboration with UofG’s sustainability’s office.

- **Solidarity Statements**
  - #EndSars | Solidarity with Nigerians protesting police brutality
  - Kisaan Protests | Solidarity with Farmers in India

**FEDERAL, PROVINCIAL AND MUNICIPAL REPRESENTATION AND ADVOCACY**

- **Federal Lobbying and Advocacy**
  - Lobby meeting with MP Lloyd Longfield August 7th outlining student concerns going into the fall semester and how the federal government can provide support to students.

- **Provincial Lobbying and Advocacy**
  - Lobby Meeting with Mike Schreiner July 29th to address student concerns going into the fall semester and how the provincial government can provide support students.

- **Municipal Politics and Engagement**
  - This year the City of Guelph has been undergoing a Council Composition and Ward Boundary Review. My role has been working to ensure students are represented and their input is solicited. In addition, I delegated at the city council meeting November 5th advocating to keep the same number of councillors to ensure more representation than to reduce the number of councillors.

**CANADIAN FEDERATION OF STUDENTS | LOCAL 54 REPRESENTATION**

- **Ontario Executive Committee (OEC)**
  - OEC meetings took place May 27th, July 29th, October 26th – 28th
  - SKILLS Symposium took place July 22nd and 23rd
  - CFS Ontario General Meeting took place August 26 – 28th
  - CFS National General Meeting took place November 17th – 19th, and January 18th – 22nd
CFS Ontario Lobby Week took place from March 1st – March 5th. I had the opportunity to meet with and lobby MPPs Mike Schreiner, Laura Mae Lindo, Jill Andrews, Mike Harris, and Teresa Armstrong.

SERVICES
- **CSA Food Bank**
  - The Student Food Bank has been operating following strict Public Heath guidelines with an appointment based system to ensure physical distancing and safety of our students.
- **CSA Bike Centre**
  - Bike Centre has been closed this past year due to COVID restrictions, but a new initiative was launched in early February where the first 50 students who registered received $40 off their next bill at Speed River Bicycle. The aim of this initiative was to help students with their bike repairs and/or cover the cost of minor bike parts. In addition, planning for a bike auction is underway!

COMMITTEES
Over the course of my term I’ve been sitting on various committees, but would like to highlight the work of one; the Suppliers Code of Ethical Conduct Advisory Committee (SCECAC). The VP External is the current chair of this committee. This committee has been working to expand its mandate while also advising that the University of Guelph write a Social Procurement Policy.
AGM Item 1.9.1
Executive Updates

MOTION to receive the following Executive Updates as information at the 2021 CSA Annual General Meeting on March 16, 2021:

a) CSA President          Tyler Poirier
b) VP Student Experience  Sara Kuwatly
c) VP Academic            [currently vacant position]
d) VP External            Horeen Hassan

Moved:
Seconded:
Service Name

CSA Clubs

Service Representative(s)

Sabrina Valtellini & Taylor Weatherup

Service Overview

- The Clubs Office works with more than 120 CSA accredited clubs throughout the year. The Clubs Administrative Coordinator is responsible for the mandatory accreditation process and conflict management among the clubs. The Clubs Programming Coordinator is for Student Event & Risk Management (SE&RM) approval for clubs and programming events.

- The CSA Clubs Hallway is located on the second floor of the UC. This space includes five meeting rooms that CSA Clubs have first priority booking, the Clubs Lounge, Comfort Room, poster room, lockers and a garage overflow space. Due to the online format of the F20 and W21 Semesters, these spaces have not been used.

- Clubs Days typically takes place for two days in the UC Courtyard at the beginning of each semester. This is a highly attended event and is a great opportunity for students to interact with the clubs that they are interested in. Due to the online format of the F20 and W21 Semesters, Clubs Days took place over Microsoft teams. Students were able to find the links to each club on Gryphlife, and chat with the club in a virtual Microsoft Teams room.

- To run a club under the CSA, each club must complete their accreditation process through Gryphlife by submitting the appropriate club information and documents. In the F20 Semester 92 clubs were approved, followed by 104 clubs in the W21 Semester. This number was lower than previous years, as there were some clubs which chose not to get accredited or run at all due to the online format of this academic year.

- In order to host events as a club, a SE&RM form must be completed on Gryphlife. The SE&RM process allows the CSA to mitigate any risks that may be associated with events and to ensure club events are covered under out insurance.

- Act as an intermediary between clubs and the SE&RM committee.
• We are now working to have a clearer transition process for the incoming members of the Clubs Office and ensure the successful accreditation of clubs in the S21 Semester.

Upcoming Highlights

• Picking the next Clubs Programming Coordinator!
• Being involved in the interview process for Clubs Administrative Coordinator
• Clubs Days Instagram Takeover
• Working on streamlining the accreditation process to have it run smoother and more efficient using an online format.

Key Activities

Key activity or initiative title here

• Social Media Revamp!
• Clubs Days Instagram Takeover
• Social Media Revamp

Social Media Revamp

This year we have worked hard to increase our online presence. We have used platforms such as Instagram to engage with the student body. Due to COVID and all operations taking place on online platforms, we have had to get creative to engage with the student body and university community. We have urged students to follow our Instagram so they can keep up to date with the clubs' office! We have increased our Instagram following giving students more ways to engage with us outside of email.

Clubs Days Instagram Takeover!

Last semester we did a virtual clubs day using Microsoft teams. We wanted to try something new to increase clubs and student engagement. This semester we are hosting an Instagram Takeover for our clubs' days event. The event will include videos made by clubs that we will be posting to the club's office and CSA’s Instagram. The clubs were asked to make a creative video telling students who they are and what they do. Since participation and engagement has been difficult for clubs
because of everything running online, we thought this could help expose students to
clubs, increase event attendance and help clubs recruit new members.

**Clubs General Meeting**

In both the F20 and the W21 semester, we held the clubs general meeting. This is a
meeting for all clubs who wish to be accredited in the semester. For clubs that have
already been accredited, it is a refresher on the accreditation process and CSA policy.
For new clubs, it is an opportunity to learn more in depth about what being a CSA
accredited club entails. This year, we also added in some training on how to create
and submit events through Gryphlife.

**Challenges & Barriers**

**Online format**

- The online format of this year made the accreditation process more difficult. However, we are working to amalgamate all the information from this year and previous years to make it more accessible to the Clubs Administrative Coordinator as well as other CSA Services that we work with.

- Every year, students look forward to clubs’ days. It is so exciting to walk through the busy UC and get to see what all the unique clubs get to offer. This year, it was difficult to bring that same energy and excitement to a virtual clubs’ days.

- At the start of the semester clubs had a difficult time coming up with online events. As the semester went on clubs got creative and innovative with online events, which I think will carry into the 2021 school year and in the future.
Service Name

Guelph Student FoodBank

Service Representative

Clarissa Shepherd, Guelph Student FoodBank Coordinator

Service Overview

- The Guelph Student FoodBank provides both graduate and undergraduate students with fresh produce, eggs, meat, dairy and canned and frozen goods as well as anti-poverty resources, special dietary funding, compassionate funding and events such as cooking classes, breakfast programs, snack programs and more.
- The FoodBank is currently serving over 300 students and their families, many of whom have children, and many of whom are international and/or graduate students.

Upcoming Highlights

The Guelph Student FoodBank has collaborated with students and staff of CESI (Community Engaged Scholarship Institute) to create a statistical analysis and overview of the FoodBank visitors and their experiences during the pandemic. The completed report will be available in the coming weeks.

Key Activities

Donations

The Guelph Student FoodBank is gratefully accepting donations of the following: soy milk, tuna and/or salmon, dried beans and/or lentils, rice, sugar, flour, peanut butter, jam, pasta, pasta sauce, soup, toiletries (shampoo, conditioner, soap, body wash, laundry detergent, etc.)
### Cooking Classes

The Guelph Student FoodBank will hold its second cooking class on Friday, March 12th. Our fall semester cooking class was a great success, and we expect the same this Friday. Virtual attendants will enjoy nacho and mocktail recipes, trivia, and the chance to win prizes.

### Challenges & Barriers

#### Current Challenges

The Guelph Student FoodBank continues to need additional monetary support and donations. As a result of the pandemic, there are more families in need than ever before.
Service Name

Student Help and Advocacy Centre

Service Representative

Krista Bentley, Coordinator

Service Overview

SHAC is a student-run advocacy and referral centre that provides a safe space for students to ask questions, get information and find resources. Our areas of support include academics, financial, human rights, legal and most commonly, housing/tenancy.

We provide referrals and advocacy services through the drop-in office hours that run Monday- Friday. We offer FREE legal aid services through a lawyer who currently holds office hours once a week from 1:00 pm-4:00 pm on Thursdays. Currently, in the state of the pandemic, our services are all offered remotely through virtual office hours.

If students would prefer to coordinate through email or if we do not have the information on the spot during office hours, we will get back to the students within 48 hours.

To compliment SHACs transition of our services going virtual, we post weekly on-campus and off-campus resources for students on our Instagram.

From September 2020 to February 2021, we have had clients go to our lawyer’s office hours 26 times. For the winter semester coordinators had 15 students show up to office hours, with an average of 2 cases handled via email weekly.

Upcoming Highlights

SHAC will be doing an Instagram story trivia focusing on the different resources we have presented to students throughout the year on our social media to wrap up the current content we have been promoting all year.
Key Activities

“Understanding House Law” (social media)

Understanding Housing Law is a social media initiative SHAC started at the beginning of the 2020/2021 school year to answer common concerns regards tenancy and provide information from the Residential Tenancy Act. Information is split into four categories being leasing, landlords, payments and protections. In the Fall semester graphics were posted weekly while in the Winter we balanced out their postings with our other initiative Learning Your Lease.

“Learning Your Lease” (social media)

Learning Your Lease is a social media graphic and test focused on the different sections of the standard lease used in Ontario. These graphics outline what should and should not be included on a lease as well as providing information on understanding leases. This initiative started at the beginning of the winter semester on SHAC social media and will be put on our SHAC website as a permanent home.

Rental Housing Fair

In collaboration with Off-Campus Living SHAC presented at four rental housing fairs at the beginning of January. These were virtual presentations directed toward first years who are interested in renting for the first time. Each presentation had an average of 15 attendees, and five times the presentation was sent to students or faculty to review the information or to pass it along to folks who could not make it.

Challenges & Barriers

Virtual Engagement

Since SHAC has gone virtual we have seen a decrease in student engagement. Having a physical office space was noticeably more accessible for students who were already on campus or in the University Centre. It has been noticed that serves users are not as comfortable communicating in virtual office spaces and many opted to correspond via email instead or to not utilize the resource. A significant amount of engagement would be students who would walk into the office asking for directions, or other quick questions, which is not relevant in a virtual space.
### Promoting SHAC

Similarly to the other points, the pandemic has severely altered SHACs ability to inform students of their resources. We have connected with other on-campus organizations to promote our resources, sent emails to professors to spread the word and are active on social media but it still does not compare to on-campus promotion and interactions.

### Renting Unknowns

With the state of classes being in person or virtual unknown for next year, SHAC has gotten less attraction than normal during the winter semester. Our main focus with clients during the winter semester has traditionally been reviewing leases and helping students in new leasing agreements.
AGM Item 1.9.2
CSA Service Updates

MOTION to receive the following CSA Service Updates as information at the 2021 CSA Annual General Meeting on March 16, 2021:

a) Clubs
b) FoodBank
c) Student Help and Advocacy Centre (SHAC)

Moved:
Seconded:
AGM Item 1.11
Adjoourn

MOTION to adjourn the 2021 CSA Annual General Meeting on March 16, 2021 at _______ pm.

Moved:
Seconded: