

## AGENDA

Board of Directors Meeting # 4

July 28, 2021 – 6:00 pm

Microsoft Teams



<b>4.0 Call to Order</b>	
<b>4.1 Land Acknowledgement</b> Shilik Hamad	
<b>4.2 Adoption of the Agenda</b> 4.2.1 Approve the Agenda 4.2.2 Declarations of Conflicts	Pg. 2
<b>4.3 Ratifications and De-Ratifications</b> 4.3.1 Ratification of Appointed Directors	
<b>4.4 Comments from the Chair</b> 4.4.1 Introductions and Pronouns	
<b>4.5 Approval of Past Board Minutes</b> 4.5.1 Meeting # 2 – June 16, 2021 4.5.2 Meeting # 2A – June 23, 2021	Pg. 3 Pg. 29
<b>4.6 Executive Committee Minutes</b> 4.6.1 Meeting # 6 Minutes - June 25, 2021 4.6.2 Meeting # 7 Minutes - July 6, 2021	Pg. 94 Pg. 98
<b>4.7 Executive Updates</b> 4.7.1 President 4.7.2 VP Student Experience 4.7.3 VP Academic 4.7.4 VP External	Pg. 103 Pg. 105 Pg. 106 Pg. 107
<b>4.8 Director Reports</b>	
<b>4.9 CSA Services Update and Report</b> 4.9.1 Bike Centre Update # 3 – July 23, 2021	Pg. 110
<b>4.10 Committee Updates and Reports</b> 4.10.1 MINUTES: PBRC Meeting # 1 – June 23, 2021	Pg. 114
<b>4.11 Business</b> 4.11.1 Buss Pass Referendum Question 4.11.2 Amendment to Bylaw 3 – Financial, Section 5.0 Budgeting Process 4.11.3 NOTICE: Amendments (Comprehensive Review) of Bylaw 2 – Electoral 4.11.4 NOTICE: Amendments (Comprehensive Review) of Appendix G – Electoral	Pg. 121 Pg. 124 Pg. 126 Pg. 143
<b>4.12 New Business</b> 4.12.1.	
<b>4.13 Announcements</b>	
<b>4.14 In Camera Session</b>	
<b>4.15 Adjournment</b>	Pg. 215

**Motion**

Board of Directors Meeting # 4  
July 28, 2021



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**Item 4.2.1**  
**Approve the Agenda**

**MOTION** that the agenda for the CSA Board of Directors Meeting # 4 on **July 28, 2021**, be approved as printed and distributed.

**Moved:**  
**Seconded:**

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**POSSIBLE AMENDMENT (REORDER)**

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

**Moved:**  
**Seconded:**

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**POSSIBLE AMENDMENT (NEW BUSINESS ITEM)**

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

**Moved:**  
**Seconded:**

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**AMENDED MOTION** that the agenda for the CSA Board of Directors Meeting # 4 on **July 28, 2021**, be approved as amended:

- a) To reorder the agenda so that... Item ... follows Item ... above
- b) To add item ... under New Business items.
- c) ?

**Moved:**  
**Seconded:**

**MINUTES**

Board of Directors Meeting # 2

June 16, 2021 – 6:00 pm

Microsoft Teams



## Attendance for June 16, 2021, Board of Directors Meeting #2:

<b>Board of Directors</b>			
<b>At-Large (Elected) Representatives</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Bella Harris	College of Arts	Present	
Vacant	College of Arts		
Leilani Rocha	College of Biological Science	Present	
Maya Persram	College of Biological Science	Present	
Vacant	College of Engineering and Physical Sciences		
Vacant	College of Engineering and Physical Sciences		
Laura Wilson	College of Social and Applied Human Sciences	Present	
Alyssa Ahmed	College of Social and Applied Human Sciences	Present	
Leila Stevens	Gordon S. Lang School of Business and Economics		
Joshua Vito	Gordon S. Lang School of Business and Economics	Present	
Vacant	Ontario Agricultural College		
Vacant	Ontario Agricultural College		
Vacant	Ontario Veterinary College		
Vacant	Ontario Veterinary College		
<b>Member College Government Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Vacant	College of Arts Student Union		
Vacant	College of Biological Science Student Council		
Lily Taylor-Stackhouse	College of Engineering and Physical Sciences Student Council		
Samantha Ogbeiwi	College of Social and Applied Human Sciences - Student Alliance	Present	
Quinton Stummer	Lang Students' Association	Present	
Hudson Bell	Student Federation of the Ontario Agricultural College		
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		
<b>Student Organization Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>

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Jena Ashley	Indigenous Student Society (ISS)	Present	
Damilola Oguntala	Guelph Black Students Association (GBSA)		
Amanda Conibear	Guelph Queer Equality (GQE)	Present	
Vacant	Guelph Resource Centre for Gender Empowerment and Diversity		
Keshini Digamber	International Student Organization (ISO)	Present	
Shawna Perrit	Interhall Council (IHC)	Present	
Vacant	Guelph Campus Co-op		
Vacant	Ontario Public Interest Research Group (OPIRG)		
Justin Mihaly	Student Senate Caucus	Present	
Michael Pacheco	Board of Governors	Present	
<b>Executive (Ex-officio, non-voting)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Nicole Walker	President	Present	
Sara Kuwatly	Vice President Student Experience	Present	
Lisa Kazuhara	Vice President Academic	Present	
Shilik Hamad	Vice President External	Present	

<b>Guests</b>	<b>Affiliation</b>
Ellyse McGarr	The Ontarion (Editor-in-Chief)
Ahmad Hassan	MSA VP External
Ahmad Farag	MSA President
Amal Zeidan	PSSA President

<b>Staff</b>	<b>Position</b>
Cameron Olesen	Chair
Pete Wobschall	Policy & Transition Manager
Sarah Dias	Scribe

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## **Summary of Significant Resolutions:**

### **2.11.1 PRESENTATION: Muslim Student Association (MSA)**

**MOTION** to receive the presentation, letter and statement from the Muslim Student association (MSU) as information.

**Motion carried.**

### **2.2.1 Approve the Agenda**

*This motion occurred late in the meeting and has been presented in the minutes out of chronological order.*

**MOTION** to hold an additional board meeting on Wednesday, June 23, 2021, beginning at 6:00 pm, via Microsoft Teams.

**Motion carried.**

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June 16, 2021 – 6:00 pm

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**Agenda – June 16, 2021:**

- 2.0 Call to Order**
- 2.1 Land Acknowledgement**  
Leilani Rocha
- 2.2 Adoption of the Agenda**
  - 2.2.1 Approve the Agenda
  - 2.2.2 Declarations of Conflicts
- 2.3 Ratifications and De-Ratifications**
  - 2.3.1 Ratification of Appointed Directors
- 2.4. Comments from the Chair**
  - 2.4.1 Introductions and Pronouns
- 2.5 Approval of Past Board Minutes**
  - 2.5.1 Meeting # 1 – May 26, 2021
- 2.6 Executive Committee Minutes**
  - 2.6.1 Meeting # 2 – May 19, 2021
  - 2.6.2 Meeting # 3 – June 3, 2021
- 2.7 Executive Updates**
  - 2.7.1 President
  - 2.7.2 VP Student Experience
  - 2.7.3 VP Academic
  - 2.7.4 VP External
- 2.8 Director Reports**
- 2.9 CSA Services Update and Report**
  - 2.9.1 Bike Centre Reopening Progress Report
- 2.10 Committee Updates and Reports**
  - 2.10.1 Appoint Board Members to the Late Payment and Reinstatement Fee Appeal Committee
  - 2.10.2 Appoint Directors to the Standing Referendum Committee (SRC)
  - 2.10.3 Appoint Hiring Committee – SE&RM Coordinator
- 2.11 Business**
  - 2.11.1 PRESENTATION: Muslim Student Association (MSA)
  - 2.11.2 MOTION: Follow-up Regarding CSA Israel-Palestine Conflict Activities
  - 2.11.3 Outsource Hiring of a Third Business Office Staff Member – Nicole
  - 2.11.4 NOTICE: Bus Pass Referendum-Related Policy & Bylaw Amendments
  - 2.11.5 CSA Statement on Unmarked Graves at Kamloops Residential School
- 2.12 New Business**
  - 2.12.1.
- 2.13 Announcements**
- 2.14 In Camera Session**
- 2.15 Adjournment**

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**Minutes – June 16, 2021:****2.0 Call to Order**

The meeting was called to order at 6:01 pm.

**2.1 Land Acknowledgement**

Hi everyone. As we gather today as part of the CSA who is meant to represent and support our student body, it is important that we take the time to not only acknowledge, but to honour the Indigenous peoples of whom we have taken so much from as a nation. Especially in light of recent events, it is crucial that we thoroughly show our solidarity as representatives of the student voice, and truly understand our place on this stolen land.

We acknowledge that this land we now call Guelph resides on the traditional territory of the Mississaugas of the Credit First Nation of the Anishinabek Peoples, and holds rich Indigenous history. Up until the 15th century, the Attawandaron people lived, farmed, and hunted in the Guelph area before their settlements moved closer to what we now call Hamilton. Their population started to decline during epidemics of diseases brought from Europe, while others were driven out of the area during wars, or became part of what is today Six Nations. This land was then purchased by the British in 1784, as part of the Upper Canada Treaty No. 3. Today, Guelph is home to many First Nations, Metis and Inuit peoples who have moved to the area from across Turtle Island.

As a result of the continual violence towards Indigenous peoples, I definitely have a lot of privileges here. My parents had the privilege of immigrating to Canada, and we are able to profit off of this stolen land through our owned property. I have the privilege to have access to basic necessities such as clean drinking water that countless Indigenous reserves in Canada still do not have, at least two of which are within only two hours from us here. I have the privilege to not be worried that if I go missing, that I will become a faceless name in the same way that countless missing and murdered Indigenous women and girls are left without justice. As a consumer who contributes to environmental issues in my daily practices, I contribute to the destruction of this land. To combat my actions, I am involved in organizations such as Climate Justice Guelph and Guelph Students for Environmental Change, and if you would like to get involved, feel free to message me. We discuss climate justice through the lens of Indigenous peoples and helping to fight for Indigenous rights.

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However, at the end of the day these actions alone are not enough to eradicate all the injustice in Canada.

My heart goes out to the 215 children in Kamloops, B.C. who never returned home, the 104 children in Brandon, Manitoba, the 35 children in Lestock, Saskatchewan this week, as well as the countless other children who are suspected to be at other residential school sites in Canada. Our Canadian government continues to spend money to silence Indigenous voices who speak about this in court. What happened is not a 'dark history' of Canada; it continues to be prevalent today.

At this time, we need to do our best to support our Indigenous friends who are grieving right now. We need to listen to Indigenous voices who have been advocating about these issues for years, and do more to educate ourselves on these topics. And we need to do more to be mindful of our relationship with the land through our daily practices. Above all, it is really important that we do not stay complacent.

Now before we continue with our meeting, as requested by the ISS, I would like for us to take a moment of silence to honour the children who never returned home. The 215 unmarked graves in B.C. in particular was influential in that it started a bigger conversation about the continual injustice in Canada and the true severity of the mistreatment experienced in residential schools. So, we will now be taking 215 seconds of silence to honour the children in Kamloops.

Leilani Rocha, CSA Director

## 2.2 Adoption of the Agenda

### 2.2.1 Approve the Agenda

**MOTION** that the agenda for the CSA Board of Directors Meeting # 2 on **June 16, 2021** be approved as printed and distributed.

**Moved:** Maya Persram

**Seconded:** Lisa Kazuhara, VP Academic

**MOTION TO AMEND:** To reorder the agenda so that item 2.11.1 PRESENTATION: Muslim Student Association (MSA) and 2.11.2 immediately follows item 2.4.1 Introductions and Pronouns.

**Moved:** Sara Kuwatly, VP Student Experience

**Seconded:** Laura Wilson



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VP Student Experience Sara Kuwatly motivated by sharing she did not want to make the guests stay longer than they had to and wants to be respectful of their time.

**Motion to amend carried.**

**AMENDED MOTION** that the agenda for the CSA Board of Directors Meeting # 2 on **June 16, 2021** be approved as amended:

- a) To reorder the agenda so that items 2.11.1 PRESENTATION: Muslim Student Association (MSA) and item 2.11.2 MOTION: Follow-up Regarding CSA Israel-Palestine Conflict Activities immediately follows item 2.4.1 Introductions and Pronouns. immediately follows item 2.4.1 Introductions and Pronouns.

**Moved:** Maya Persram

**Seconded:** Lisa Kazuhara, VP Academic

**Amended Motion carried.**

## **2.2.2 Declarations of Conflicts**

No declarations of conflict.

## **2.3 Ratifications and De-Ratifications**

No ratifications or de-ratifications.

## **2.4. Comments from the Chair**

The Chair thanked all Board Members for being here tonight and went over how Members could participate in discussions.

### **2.4.1 Introductions and Pronouns**

All Members introduce themselves and share their respective pronouns and roles on the Board.

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**Items 2.5 - 2.10 and 2.12 - 2.15**

The Agenda was amended to move Item 2.11.1 Presentation: Muslim Student Association (MSA) right after 2.4.1 Introductions and Pronouns. Item 2.11.1 took over four hours to discuss. As a result, Items 2.5-2.10 and Items 2.12-2.15 were not discussed.

**2.11 Business**

*This item was discussed after item 2.4.1 Introductions and Pronouns, as the Agenda was amended.*

**2.11.1 PRESENTATION: Muslim Student Association (MSA)****2.11.1 (a) Extend Speaking RIGHTS to Ahmad Hassan**

**WHEREAS** CSA Rules of Order, Section 3.9. states that any presentations to the Board of Directors that are submitted in the Board package shall be limited to 10-minutes.

**MOTION** to extend speaking rights to Ahmad Hassan, CSA Member, for items 2.11.1 PRESENTATION: Muslim Student Association (MSA) and 2.11.2 MOTION: Follow-up Regarding CSA Israel-Palestine Conflict Activities.

**Moved:** Sara Kuwatly, VP Student Experience

**Seconded:** Laura Wilson

**Motion carried.**

**2.11.1 (b) Extend Speaking Time for Ahmad Hassan**

**WHEREAS** CSA Rules of Order, Section 3.9. states that any presentations to the Board of Directors that are submitted in the Board package shall be limited to 10-minutes.

**MOTION** to extend the speaking time of Ahmad Hassan, CSA Member, for item 2.11.1 PRESENTATION: Muslim Student Association (MSA) from 10-minutes to 15-minutes.

**Moved:** Sara Kuwatly, VP Student Experience

**Seconded:** Lisa Kazuhara, VP Academic

Guest Ahmad Hassan thanked the Board for inviting him to speak, he summarized the letter and statement as provided on page 78 of the Board Agenda Package.

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Member Justin Mihaly voiced his concerns with speaking about Zionism in the letter that was written. He shared his fears that anti-Semitism would rise on campus if this statement was released, and shared examples of Ontario universities where anti-Semitism has increased.

Guest Ahmad Hassan explained that he and all the MSA condemn all forms of hate speech and violence. He also explained that they included Zionism to explain that anti-Semitism and anti-Zionism are not the same thing.

VP Student Experience Sara Kuwatly thanked Guest Hassan and the MSA and PSSA for their time. She shared that the CSA does not tolerate any anti-Semitic speech or Islamophobic speech. As well, she discussed how there is a difference between government and people and that it is important to recognize that.

Member Bella Harris thanked the guest speaker and asked him to explain the difference between anti-Semitism and anti-Zionism.

Guest Ahmad Hassan shared that he is not a member of the Jewish faith, so cannot speak to that fully. Yet from his opinion he shared that anti-Semitism refers to any form of invalid denouncement or targeted hate at any member who is associated with the Jewish faith. Whereas, anti-Zionism refers to being opposed to the ideology of Zionism, which is a political ideology.

Member Leilani Rocha thanked the MSA for their presentation and the CSA Executives for incorporating it in the meeting. She shared that this is not a Muslim versus Jews situation, however by staying neutral in this situation the Board is not giving students the support they need right now.

Member Amanda Conibear shared her concerns of how staying completely neutral is causing more harm than it is helping people.

Member Michael Pacheco shared that the Motion passed last week was to consult with groups and not take a direct stance yet, and that this consultation process is still ongoing with student groups.

President Nicole Walker thanked everyone for their time and effort. She shared that it is in the Board's mandate to stand up for all students and encouraged the Board to consider the presentation today and amplify those students voices to ensure they feel safe on campus.

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Member Alyssa Ahmed thanked Guest Hassan for his presentation and requested that this information be accessible to all students on campus.

Member Justin Mihaly thanked the MSA for providing context from the Palestinian point of view. He raised concerns that there were no Jewish students here to present another perspective of the situation.

VP Student Experience Sara Kuwatly explained that Guelph Hillel reached out to the CSA just as the MSA and PSSA had done. She shared that the CSA had invited Guelph Hillel to present, but had never heard back, whereas the CSA had heard back from the MSA and PSSA, which is why they were presenting tonight.

Member Justin Mihaly sought further clarification regarding if Guelph Hillel received the same invitations as the other groups.

VP Student Experience Sara Kuwatly explained that no group was given a formal invitation and all groups received the same chances to present to the Board.

Guest Ahmad Hassan further clarified by sharing that the MSA did not receive a formal invitation but rather reached out to the CSA first.

**MOTION** to receive the presentation, letter and statement from the Muslim Student association (MSU) as information as presented in the Board Package for the June 16, 2021, meeting.

**Moved:** VP Student Experience, Sara Kuwatly

**Seconded:** Bella Harris

**Motion carried.**

### 2.11.2 Motion: Follow-up Regarding CSA Israel-Palestine Conflict Activities

**WHEREAS** at their meeting on May 26, 2021, the CSA Board of Directors approved the following resolution:

“RESOLVED that the CSA respond and work alongside impacted CSA members and student organizations to develop a direct action plan on campus, which may include a solidarity statement and options will be presented at a future board meeting.”; and

**WHEREAS** the conflict remains an extremely sensitive issue that requires the highest level of foresight and democratic oversight.

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**RESOLVED** that the CSA:

- a) Require all consultation on the conflict to be publicly available and accessible to all groups and individuals who wish to access it.
- b) Require a public listing of all students and groups consulted to be affixed to any statement, release or letter on the conflict, if the CSA chooses to publish such a document.
- c) Require that any statement, letter, direct action plan or release issued in the CSA's name in reference to the conflict be brought before the Board of Directors for approval.

**Moved:** Joshua Vito**Seconded:** Michael Pacheco

Member Joshua Vito motivated by sharing how this Motion will ensure everyone is fairly consulted before releasing a statement, will show proof of those consultations, and will get the Board's final say before releasing it. He shared that this would ensure the most safety for the CSA and the Board Members.

Member Justin Mihaly shared that the CSA should remain bipartisan on this issue. He shared examples of a university in Ontario who spoke on the situation had a rise in anti-Semitism and had to create working groups to address that issue. He raised his concerns that this may happen at the University of Guelph if a non bipartisan statement was to be released by the CSA and that he is thus in favour of the Motion.

Member Michael Pacheco spoke in favour of this Motion. He shared an example of an incident from March 2020 where student groups were not properly consulted in the CSA and discussed how this Motion would ensure that the past was not repeated.

President Nicole Walker shared that she understands some of the Directors' concerns and hopes they can move forward and build trust between the Directors and Executives. She spoke against this Motion as she shared that it seems to be redundant with the Motion passed last meeting.

Member Bella Harris agreed with the President that this Motion seems redundant. She shared that she is uncomfortable remaining neutral and nonpartisan as there is a human rights violation occurring.

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VP Student Experience Sara Kuwatly agreed with Member Harris and the President. She shared that the CSA should not remain neutral on this issue, but that they can support Palestinian students while also condemning anti-Semitism. She expressed concerns about bringing up past CSA mistakes as this is a new year with a new team and it would be most productive to move forward in good faith with one another.

Guest Ahmad Hassan expressed concerns with saying that this was a bipartisan issue. He shared that it is dangerous to remain neutral and that it is important to consider the students who have already been impacted so much. He shared two examples on the Guelph campus of how remaining neutral to this issue has negatively impacted Muslim students.

VP Academic Lisa Kazuhara thanked everyone who had spoken thus far. She acknowledged the mistakes the CSA had made in the past but emphasized that this does not mean they [the new Executive Team] will act in the same way today. She expressed how important it is to build trust between Directors and Executives. As well she shared the importance of providing students a safe experience on campus that is anti-war and anti-oppressive. She raised concerns with this Motion as it required public listing of all students which could lead to confidentiality and safety concerns for students.

Member Maya Persram agreed with the VP Academic and raised similar concerns with requiring students to publicly list their names, as anyone who wishes to remain anonymous should be allowed to.

Member Joshua Vito explained that he is open to Amendments to the Motion and understands and appreciates the privacy concerns. He shared that this Motion is not about staying neutral in the statement or not, but rather ensuring that the consultation process is neutral. He expressed he does not have a lack of trust for the Executives, but that trust comes from clear expectations and this Motion will give the Board and Executives clear expectations on how to move forward with consultations.

Member Justin Mihaly reiterated the importance of staying bipartisan and shared examples of other Ontario universities who have had an increase in anti-Semitism on campus after solidarity statements had been released. He shared his concern as a Jewish student with things getting out of hand and seeing a rise in anti-Semitism if a statement were to be made. He explained that Jews are nervous that another holocaust will occur and that the way this will happen is if Jews are silenced, as they are feeling silenced right now. He expressed his favour of this

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Motion to ensure things stay neutral and the CSA remains anti-oppressive by not opening up campus to an increase in anti-Semitism.

VP External Shilik Hama thanked everyone for the conversation thus far. She expressed that the Motion does seem redundant as the meetings are already publicly accessible and that statements already get approved by the Board. She shared that the CSA's priority is keeping students safe, and they will do something if they recognize there is hate on campus directed at any student. She also shared concerns with how the Motion requires public listing of the names of students and shared an example from McGill University of how harmful this can be to students. She emphasized their commitment to anti-oppression of all students and that the CSA is happy to work with Jewish groups, but that this Motion seems to be redundant, and an invasion of privacy and safety.

Member Leilani Rocha agreed with VP External that this Motion brings up several privacy issues. She expressed concern with some of the language being used and reminded Members that what is occurring between Israel and Palestine is not reflective of all Jews and Muslims. As well, she shared how the CSA is capable of supporting Palestinian students while condemning anti-Semitism and that they should not use fear as a reason not to make a statement for students who really need support right now.

**MOTION TO AMEND MAIN MOTION** by:

- Inserting “on CSA Social Media pages” to end of section a)
- Striking “students and” in section b)

a) Require all consultation on the conflict to be publicly available and accessible to all groups and individuals who wish to access it on CSA social Media pages.

b) Require a public listing of all ~~students and~~ groups consulted to be affixed to any statement, release or letter on the conflict, if the CSA chooses to publish such a document.

**Moved:** Michael Pacheco

**Seconded:** Joshua Vito

Member Michael Pacheco motivated for this Motion by sharing how these Amendments will remove the redundancy and privacy concerns from the Motion, while still ensuring fair consultation for all students.

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Member Justin Mihaly voiced support with this Amendment.

Member Jena Ashley sought clarification on what posting on social media would mean exactly and why groups would put their name on the CSA's statement, as it would be the CSA's responsibility to do the work themselves and sign off on it.

VP Student Experience Sara Kuwatly asked what posting on social media would look like and shared that these Amendments seemed redundant.

Member Michael Pacheco explained that part a) would require the CSA to post on their Instagram stating they are holding consultations and share their email to be contacted at. He explained that part b) would require a reference page at the end of the letter to share a list of all groups who were consulted in making the statement.

Member Amanda Conibear sought clarification as she thought the Executive Members had already been conducting consultations. She expressed that these Amendments seem to be delaying the process of releasing a statement.

Member Leilani Rocha shared how these Amendments do not seem to be adding any new information and it would mean more to the students if they released a statement as their first post, as posting about consultations now would seem like the CSA was delaying the statement. Member Rocha agreed with Member Ashley that it is the CSA's responsibility to do the work and the statement should be coming from them.

Member Bella Harris spoke against this Amendment as posting consultation invitations on the CSA's social media pages is opening the world to freely target specific groups which is dangerous and thus makes it more difficult for groups to consult with the CSA.

Member Joshua Vito explained that in the Amendment part a) would not list the groups who had decided to consult with the CSA but would rather be an open invitation that anyone can consult with the CSA if they wish to.

**MOTION** to call to question regarding the Motion to Amend.

**Moved:** Shilik Hama, VP External

**Seconded:** Sara Kuwatly, VP Student Experience

**Motion to call to question carried.**



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**MOTION TO AMEND MAIN MOTION** by:

- Including “on CSA Social Media pages” to end of section a)
- Removing “students and” in section b)
  
- c) Require all consultation on the conflict to be publicly available and accessible to all groups and individuals who wish to access it on CSA social Media pages.
  
- d) Require a public listing of all ~~students and~~ groups consulted to be affixed to any statement, release or letter on the conflict, if the CSA chooses to publish such a document.

**Moved:** Michael Pacheco

**Seconded:** Joshua Vito

**Motion to amend is carried.**

**MOTION** to call to question on the Amended Motion.

**Moved:** Sara Kuwatly, VP Student Experience

**Seconded:** Michael Pacheco

**Motion to call to question is carried.**

**AMENDED MOTION:**

**WHEREAS** at their meeting on May 26, 2021, the CSA Board of Directors approved the following resolution:

“RESOLVED that the CSA respond and work alongside impacted CSA members and student organizations to develop a direct action plan on campus, which may include a solidarity statement and options will be presented at a future board meeting.”; and

**WHEREAS** the conflict remains an extremely sensitive issue that requires the highest level of foresight and democratic oversight.

**RESOLVED** that the CSA:

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- a) Require all consultation on the conflict to be publicly available and accessible to all groups and individuals who wish to access it on CSA social Media pages.
- b) Require a public listing of groups consulted to be affixed to any statement, release or letter on the conflict, if the CSA chooses to publish such a document.
- c) Require that any statement, letter, direct action plan or release issued in the CSA's name in reference to the conflict be brought before the Board of Directors for approval.

**Moved:** Joshua Vito

**Seconded:** Michael Pacheco

*Member Ashley abstained from the vote.*

**Amended Motion defeated.**

**MOTION** to have a 10-minute recess, beginning at 8:20 pm until 8:30 pm.

**Moved:** Justin Mihaly

**Seconded:** Bella Harris

**Motion carried.**

*At 8:30 pm the Chair called the meeting back to order.*

**MOTION** to reconsider the motion to approve the Amended Agenda.

**Moved:** Shilik Hama, VP External

**Seconded:** Sara Kuwatly, VP Student Experience

**Motion carried.**

*Reopen Discussion of Motion to Approve Agenda*

**2.2.1 Approve the Agenda**

**MOTION TO AMEND:** to add item 2.12.1 MOTION to publish the statement included in the MSA submission on page 83 of the CSA Board Package from Meeting #2 – June 16, 2021, under New Business items.

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**Moved:** Shilik Hama, VP External**Seconded:** Lisa Kazuhara, VP Academic

Member Michael Pacheco spoke against this Amendment to New Business. He voiced concerns that this would circumvent democracy and the consultations of student groups. As well he voiced how this had not been agreed upon in the beginning of the meeting and that they should not release a statement before consulting other groups.

Member Joshua Vito voiced concerns with this Amendment as Members have not been given notice and thus have not had enough time to read through and consider the letter.

Member Maya Persram sought clarification that this letter was a direct result on the Motion from last meeting.

VP External Shilik Hama answered that this is a result of the Motion from the last meeting, as the PSSA came forward with a statement for the CSA to sign off on and now they are motioning it to the board.

[Due to continued disruptions in the meeting chat from a limited number of guests, which resulted in one guest being ejected from the meeting due to repeated interruptions and following warnings from the Chair, Member Bella Harris made a motion to move in camera in an effort to provide an uninterrupted, safe space to finish this item's discussion.]

**MOTION** to move in camera.**Moved:** Bella Harris**Seconded:** Sara Kuwatly, VP Student Experience**Motion to move in camera is defeated.**

Member Justin Mihaly voiced concerns with this Motion as it is only in consultation with one student group, and thus is silencing Guelph Hillel and other groups. He expressed concern that this Motion is going against the Motion from last meeting as the CSA would be silencing groups they had agreed to consult by signing off on this Motion.

VP Student Experience Sara Kuwatly reiterated that the CSA did reach out to Guelph Hillel and invited them to work with them, yet they never heard back.

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She expressed confusion as concerns were raised about not consulting student groups at the previous meeting, but now they have consulted student groups and it feels as if Members are still unhappy with that. She expressed that they did reach out to groups and it is important to support the students and therefore encouraged Members to vote in support of this Motion.

Member Leilani Rocha expressed the importance of getting a statement out as so many students have already felt unsupported thus far.

**MOTION** to call to question.

**Moved:** Amanda Conibear

**Seconded:** Leilani Rocha

**Motion to call to question is defeated.**

Member Michael Pacheco spoke against this Amendment to the Agenda as he does not think student groups were adequately consulted with. He expressed concerns with moving this meeting moving in camera as he wants the Minutes to be public and remain transparent so that they can be reviewed later and expressed concerns that this may be a sneaky way to ram in a statement to be passed without proper review and consultation.

President Nicole Walker expressed that going in camera was not due to lack of transparency but rather to respect some of the Board of Directors concerns about being uncomfortable with comments from the chat.

Member Bella Harris expressed concerns with the meeting remaining public as comments in the chat were making her feel unsafe from individuals who would not identify themselves

Member Justin Mihaly shared that the meeting should remain in public to ensure transparency.

VP Student Experience Sara Kuwatly expressed that the statement is valuable as it represents student groups who were consulted and agreed to work with the CSA. She also explained that the Executives and Directors are all working in the interest of the students and calling Executives 'sneaky' is disrespectful and unproductive. She reiterated her support for this Motion and shared that this is not an issue of Palestinians versus Jewish students but rather an issue of a government being oppressive and ethnic cleansing.

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Member Amanda Conibear questioned why there was distrust towards the Executives and reiterated that this statement had been in the package beforehand and thus there were no aspects of being sneaky on the Executives part. She shared how important it was to work as a team and move forward.

Member Joshua Vito addressed Member Conibear's point by stating that although the statement was in the package it was only a Motion to receive it as information, not a Motion to release it as a statement, which are two very different things. He shared concerns that Members have not had enough time to review this letter as a statement. He shared that he thought from the last meeting's Motion that the VP External would be writing out a solidarity statement.

Member Michael Pacheco reiterated that this meeting needs to remain public. He shared that all Members are elected as public figures of the University and when taking the oath to office they are accepting to be open to criticism from the student body. He shared concerns that it would appear cowardly if this Motion was done in private and that it must stay in the public minutes so people can review later.

**MOTION** to call to question.

**Moved:** Shilik Hama, VP External

**Seconded:** Leilani Rocha

**Motion to call to question carried.**

**MOTION TO AMEND:** to add item 2.12.1 MOTION to publish the statement included in the MSA submission on page 83 of the CSA Board Package from Meeting #2 – June 16, 2021, under New Business items.

**Moved:** Shilik Hama, VP External

**Seconded:** Sara Kuwatly, VP Student Experience

*Member Ashely abstained from the vote.*

**Motion to amend carried.**

**MOTION TO AMEND:** to reorder agenda to move 2.12.1 to immediately follow 2.11.2 and before 2.5 Approval of Board Minutes.

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**Moved:** Sara Kuwatly, VP Student Experience**Seconded:** Amanda Conibear

VP Student Experience Sara Kuwatly motivated that this Amendment would be mindful of guests' time who may wish to speak.

**Motion to amend carried.****MOTION** that the Policy & Transition Manager remove all guests from the meeting.**Moved:** Bella Harris**Seconded:** Amanda Conibear

Policy & Transition Manager Pete Wobschall shared concerns with this Motion. He shared that he has removed the individuals who seem to have been creating issues and does not feel comfortable removing other guests, who have respected the meeting rules. He requested Members to look to the Chair if they are not satisfied with what has been done so far.

Member Bella Harris reiterated that she was uncomfortable by the guests and requested that the Chair remove them all from the meeting. She expressed appreciation to the Policy & Transition Manager for removing guests who were speaking without speaking rights being given to them. She explained that guests are continuing to come in and out of the meeting and are making her feel unsafe, which is why she proposed this Motion to keep the transparency of the meeting by keeping public Minutes, but not allowing guests to be present during the meeting.

President Nicole Walker sought clarification about this Motion to see if it included the guests from the PSSA and MSA who took time to present and may wish to engage in further discussion. She raised concerns about inhibiting positive discussion with these guests through this Motion.

Member Bella Harris shared that she is open to amending the Motion to include those specific guests from the PSSA and MSA.

Member Michael Pacheco shared concerns about removing guests who have been respectfully listening throughout the meeting as they have been very accommodating and stayed for almost four hours.

Member Jena-Lee Ashely shared that she recognized it is fair to remove guests who have received warnings and have been disrespectful but agreed with Member

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Pacheco that they cannot just kick everyone out when the meetings are meant to be open to the public.

**MOTION AMEND** to remove guests from meeting by inserting "other than representatives from MSA, PSSA, Guelph Hillel and Chabad Guelph. "

**Moved:** Bella Harris

**Seconded:** Leilani Rocha

Member Bella Harris motivated for this Motion by sharing that she wished to include these four organizations as they are relevant to the conversations at hand whereas other guests are not and are making her uncomfortable.

Member Jena Ashley raised concerns about signalling out organizations as a lot of students do not associate with those organizations or student groups. She expressed concern that this Amendment makes it seem that you must be part of a student group to have a discussion, which is not right.

Member Michael Pacheco shared that he does not support this Amendment as all Board Members are elected and thus if guests are being respectful, they should be allowed to view the meetings. He shared concerns about calling out individuals and making them share which group they are a part of as this could be a risk to individuals' safety.

Member Bella Harris explained that this Motion does not prohibit guests from reviewing the minutes later, only from listening to the minutes live. She shared that she specifically mentioned these organizations because past Motions stated that they would do consultations with those organizations.

Member Justin Mihaly raised concerns that kicking out student guests from the meeting would ruin the democracy of the CSA and thus he is against this Motion.

**MOTION** to call to question for the Motion to Amend.

**Moved:** Sara Kuwatly, VP Student Experience

**Seconded:** Lisa Kazuhara, VP Academic

*Member Mihaly abstained from the vote.*

**Motion to call to question is carried.**

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**MOTION AMEND** to remove guests from meeting by inserting "other than representatives from MSA, PSSA, Guelph Hillel and Chabad Guelph. "

**Moved:** Bella Harris

**Seconded:** Leilani Rocha

**Amendment is defeated.**

VP Student Experience Sara Kuwatly encouraged Members to move along with this Main Motion, as the meeting has been four hours and time would be better spent discussing the statement.

**MOTION** to call to question Motion.

**Moved:** Lisa Kazuhara, VP Academic

**Seconded:** Leilani Rocha

**Motion to call to question is defeated.**

Member Michael Pacheco reiterated that they should not remove guests from the meeting as they voted for the Members and should have the right to sit in the meeting and see what is taking place. He explained that guests will gain more detail from sitting in the meeting than reading the Minutes as the Minutes are just a summary. He encouraged other Members to vote against this Motion.

**MOTION** that the Policy & Transition Manager remove all guests from the meeting.

**Moved:** Bella Harris

**Seconded:** Amanda Conibear

**Motion is defeated.**

Member Joshua Vito raised concerns with this Amended Agenda as there is an Item later about the tragic discovery of the remains of 215 children at the residential school and he feared that by amending the agenda there would not be enough time to discuss this very important Item.

**MOTION TO AMEND** to reorder the agenda, so that 2.11.5 is the next item discussed, followed by 2.12.1 (New Business item: letter), 2.11.3, and 2.11.4, then 2.11.5.

**Moved:** Michael Pacheco



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**Seconded:** Justin Mihaly

Member Michael Pacheco motivated for this Motion by sharing that the Indigenous gravesites are the most recent and local issue and thus should be discussed first and then can go and discuss the statement afterwards.

Member Bella Harris expressed that since the issue with the gravesites is more recent it is important to put out a statement for the issues in Palestine as it has been over a month now.

**MOTION TO AMEND THE AMENDMENT** by reordering the items as follows: 'to approve the amended agenda to reorder the agenda, so that item 2.12.1 (New Business item: letter) is the next item discussed, followed by 2.11.5, 2.11.3, and then 2.11.4.

**Moved:** Leilani Rocha**Seconded:** Bella Harris

Member Leilani Rocha motivated for this Amendment to the Amendment by sharing how there are guests here who wish to speak to the statement and so they should cover that item first, yet both items are equally important and should be discussed.

**Motion to amend the Amendment is carried.**

**AMENDED MOTION TO AMEND** to approve the amended agenda to reorder the agenda, so that item 2.12.1 (New Business item: letter) is the next item discussed, followed by 2.11.5, 2.11.3, 2.11.4, and then 2.5 approve the board minutes.

**Moved:** Michael Pacheco**Seconded:** Justin Mihaly**Motion to amend is carried.**

**MOTION** to suspend the rules and extend the meeting by one hour to 12:01am.

**Moved:** Bella Harris**Seconded:** Amanda Conibear**Motion is defeated.**

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**MOTION** for a 2-minute recess.

**Moved:** Michael Pacheco

**Seconded:** Sara Kuwatly

**MOTION TO AMEND** to change for a 5-minute recess.

**Moved:** Bella Harris

**Seconded:** Sara Kuwatly, VP Student Experience

**Motion to amend is carried by unanimous consent.**

**Motion is carried by unanimous consent.**

*The Chair called the meeting back to order at 10:50 pm.*

President Nicole Walker wondered what the options were for holding a meeting next week to complete the issue-based resolutions that need to be passed but also operational decisions that need to be voted on to move forward.

Policy & Transition Manager Pete Wobschall answered the President by sharing that one option to add an additional meeting requires 48 hours notice, so if a Motion was passed tonight there could be a meeting next week.

**MOTION** to hold an additional meeting Wednesday, June 23, 2021, beginning at 6:00 pm, via Microsoft Teams.

**Moved:** Nicole Walker, CSA President

**Seconded:** Amanda Conibear

President Nicole Walker motivated for this Motion by sharing that there are many agenda items that need to be addressed regarding releasing statements as well as operational items which all need to be covered and another meeting would give everyone the time and space to have discussions and complete all the important operational items.

**MOTION TO AMEND** to change the time of the meeting on Wednesday, June 23, 2021 to 5:00pm.

**Moved:** Michael Pacheco

**Seconded:** Joshua Vito

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Microsoft Teams

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**Motion to amend is defeated.**

**Motion is carried.**

*The meeting is adjourned at 11:01 pm.*

**Motion**

Board of Directors Meeting # 4  
July 28, 2021

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**Item 4.5.1**  
**Approval of Past Board Minutes – June 16, 2021**

**MOTION** that the Minutes be approved for CSA Board Meeting # 2 – June 16, 2021.

**Moved:**

**Seconded:**

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Board of Directors Meeting # 2A

June 23, 2021 – 6:00 pm

Microsoft Teams



## Attendance for June 23, 2021, Board of Directors Meeting #2A:

<b>Board of Directors</b>			
<b>At-Large (Elected) Representatives</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Bella Harris	College of Arts	Present	
Vacant	College of Arts		
Leilani Rocha	College of Biological Science	Present	
Maya Persram	College of Biological Science		
Vacant	College of Engineering and Physical Sciences		
Vacant	College of Engineering and Physical Sciences		
Laura Wilson	College of Social and Applied Human Sciences	Present	
Alyssa Ahmed	College of Social and Applied Human Sciences	Present	
Leila Stevens	Gordon S. Lang School of Business and Economics	Present	
Joshua Vito	Gordon S. Lang School of Business and Economics	Present	
Vacant	Ontario Agricultural College		
Vacant	Ontario Agricultural College		
Vacant	Ontario Veterinary College		
Vacant	Ontario Veterinary College		
<b>Member College Government Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Vacant	College of Arts Student Union		
Vacant	College of Biological Science Student Council		
Lily Taylor-Stackhouse	College of Engineering and Physical Sciences Student Council	Present	
Samantha Ogbeiwi	College of Social and Applied Human Sciences - Student Alliance	Present	
Quinton Stummer	Lang Students' Association		
Hudson Bell	Student Federation of the Ontario Agricultural College		
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		
<b>Student Organization Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>

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Jena Ashley	Indigenous Student Society (ISS)	Present	
Damilola Oguntala	Guelph Black Students Association (GBSA)		
Amanda Conibear	Guelph Queer Equality (GQE)	Present	
Vacant	Guelph Resource Centre for Gender Empowerment and Diversity		
Keshini Digamber	International Student Organization (ISO)	Present	
Shawna Perrit	Interhall Council (IHC)	Present	
Vacant	Guelph Campus Co-op		
Vacant	Ontario Public Interest Research Group (OPIRG)		
Justin Mihaly	Student Senate Caucus	Present	
Michael Pacheco	Board of Governors	Present	
<b>Executive (Ex-officio, non-voting)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Nicole Walker	President	Present	
Sara Kuwatly	Vice President Student Experience	Present	
Lisa Kazuhara	Vice President Academic	Present	
Shilik Hamad	Vice President External	Present	

<b>Guests</b>	<b>Affiliation</b>
Raphi Steiner	Guelph Chabad
Ahmad Hassan	MSA VP External
Erin Rudolph	Guelph Chabad
Ariel Oren	Guelph Hillel
Jared Fischbach	Guelph Hillel

<b>Staff</b>	<b>Position</b>
Cameron Olesen	Chair
Pete Wobschall	Policy & Transition Manager
Sarah Dias	Scribe

## MINUTES

Board of Directors Meeting # 2A

June 23, 2021 – 6:00 pm

Microsoft Teams



## Summary of Significant Resolutions:

### 2A.5.1 Meeting # 1 – May 26, 2021

**MOTION** that the Minutes be approved for CSA Board Meeting # 1 – May 26, 2021.

**Motion carried.**

### 2A.6 Executive Committee Minutes

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

2A.6.1 Meeting # 2 – May 19, 2021

2A.6.2 Meeting # 3 – June 3, 2021

**Motion carried.**

### 2A.7 Executive Updates

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

2A.7.1 President

2A.7.2 VP Student Experience

2A.7.3 VP Academic

2A.7.4 VP External

**Motion carried.**

### 2A.9.1 Bike Centre Reopening Progress Report

**MOTION** to receive the Bike Centre Reopening progress report dated June 16, 2021, as information.

**Motion carried.**

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**2A.10.1 Appoint Board Members to the Late Payment and Reinstatement Fee Appeal Committee**

**RESOLVED** that the CSA's Vice President Academic and the following Director be appointed to the Late Payment and Reinstatement Fee Appeals Committee for the 2021-2022 academic year:

Keshini Digamber
------------------

**Motion carried.**

**2A.10.2 Appoint Directors to the Standing Referendum Committee (SRC)**

**RESOLVED** that the following Directors be appointed to SRC for the 2021-2022 academic year:

Bella Harris
Amanda Conibear

**Motion carried.**

**2A.10.3 Appoint Hiring Committee – SE&RM Coordinator**

**RESOLVED** that:

- a) The CSA strike a Hiring Committee for the position of SE&RM Coordinator & appoint the VP Student Experience as the Executive member for the committee.
- b) The requirement for an additional staff person to sit on hiring committees as required by Appendix C – Human Resources Policy, Section 4.2.2. be satisfied by the membership of Jay Rojas (Coordinator of Student Leadership, University of Guelph).
- c) The following CSA Director be appointed to the Hiring Committee for the position of SE&RM Coordinator:

Leilani Rocha
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**Motion carried.**

**2A.10.4 Appoint Hiring Committee – Foodbank Assistant**

**RESOLVED:**

That the following CSA Director be appointed to the hiring committee for the position of Foodbank Assistant:

Alyssa Ahmed
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**Motion carried.**

**2A.10.5 Appoint Hiring Committee – Front Office Assistant(s)**

**RESOLVED** that:

- a) That the following CSA Director be appointed to the Hiring Committee to fill up to two (2) Front Office Assistant(s):

Keshini Digamber
------------------

**Motion carried.**

**2A.11.1 Outsource Hiring of a Third Business Office Staff Member**

**RESOLVED** that:

- a) Appendix C – Human Resources, Section 4.0 Hiring, which requires that all staff be hired within a CSA administered process, be suspended for filling a third Business Office staff member.
- b) BDO Canada, an external agency, be engaged to conduct the hiring of a third Business Office staff member.

**Motion carried.**

**2A.11.3 CSA Statement on Unmarked Graves at Kamloops Residential School**

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Microsoft Teams

**RESOLVED** that:

- a) The CSA expresses its solidarity with the families who lost their children at residential schools across the country. For the 215 children that did not make it home from Kamloops Residential School; for the thousands more across Canada that are yet to be found; for those that made it home and still carry their pain with them - we honour you, today and every day.
- b) The CSA extends our support to the Indigenous communities of the University of Guelph, who are impacted by the aftermath of this event and ongoing settler-colonialism. This is tragic news to many of us on this land, however, for our Indigenous communities - which has been confirmation of what has been known all along.
- c) The CSA works with the ISS in creating an action plan, which may include healing events and workshops, and provide recommendations at the July 7, 2021, Board Meeting.

**Motion carried.****2A.12.1 PRESENTATION: Guelph Hillel****MOTION** to receive the presentation from Guelph Hillel as information.**Motion carried.****2A.12.2 Receive Guelph Chabad Presentation****MOTION** to receive the presentation from Guelph Chabad as information.**Motion carried.****2A.12.3 Open Letter in Solidarity with Laurentian Students and Workers****RESOLVED** that the CSA endorse the Open Letter in Solidarity with Laurentian Students and Workers, as included in the June 23, 2021, Board Package, and that staff sign the associated google document by Solidarity2StopTheCuts@gmail.com on behalf of the CSA.

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Microsoft Teams



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**Motion carried.**

**2A.12.4 PSSA, CSA, and MSA Solidarity Statement**

**MOTION** to endorse the statement drafted by the Palestinian Student Society Association (PSSA), Muslim Students' Association (MSA), and the Central Student Association (CSA) as presented in the Board Package for the June 23, 2021, Board Meeting.

**Motion carried.**

**MINUTES**

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June 23, 2021 – 6:00 pm

Microsoft Teams

**Agenda – June 16, 2021:****2A.0 Call to Order****2A.1 Land Acknowledgement**

Alyssa Ahmed

**2A.2 Adoption of the Agenda**

2A.2.1 Approve the Agenda

2A.2.2 Declarations of Conflicts

**2A.3 Ratifications and De-Ratifications**

2A.3.1 Ratification of Appointed Directors

**2A.4 Comments from the Chair**

2A.4.1 Introductions and Pronouns

**2A.5 Approval of Past Board Minutes**

2A.5.1 Meeting # 1 – May 26, 2021

**2A.6 Executive Committee Minutes**

2A.6.1 Meeting # 2 – May 19, 2021

2A.6.2 Meeting # 3 – June 3, 2021

**2A.7 Executive Updates**

2A.7.1 President

2A.7.2 VP Student Experience

2A.7.3 VP Academic

2A.7.4 VP External

**2A.8 Director Reports****2A.9 CSA Services Update and Report**

2A.9.1 Bike Centre Reopening Progress Report

**2A.10 Committee Updates and Reports**

2A.10.1 Appoint Board Members to the Late Payment and Reinstatement Fee Appeal Committee

2A.10.2 Appoint Directors to the Standing Referendum Committee (SRC)

2A.10.3 Appoint Hiring Committee – SE&amp;RM Coordinator

2A.10.4 Appoint Hiring Committee – Foodbank Assistant

2A.10.5 Appoint Hiring Committee – Front Office Assistant(s)

**2A.11 Unfinished Business**

2A.11.1 Outsource Hiring of a Third Business Office Staff Member

2A.11.2 NOTICE: Bus Pass Referendum-Related Policy &amp; Bylaw Amendments

2A.11.3 CSA Statement on Unmarked Graves at Kamloops Residential School

**2A.12 Business**

2A.12.1 PRESENTATION: Guelph Hillel (Speaker TBD)

2A.12.2 PRESENTATION: Guelph Chabad (Speaker: Rabbi Raphi)

2A.12.3 Open Letter in Solidarity with Laurentian Students and Workers

2A.12.4 PSSA, CSA, and MSA Solidarity Statement

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**2A.13 New Business**

2A.13.1.

**2A.14 Announcements**

**2A.15 *In Camera* Session**

**2A.16 Adjournment**

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Board of Directors Meeting # 2A

June 23, 2021 – 6:00 pm

Microsoft Teams

**Minutes – June 23, 2021:****2A.0 Call to Order**

Meeting is called to order at 6:05 pm.

**2A.1 Land Acknowledgement**

Alyssa Ahmed provided the land acknowledgement.

**2A.2 Adoption of the Agenda****2A.2.1 Approve the Agenda**

**MOTION** that the agenda for the CSA Board of Directors Meeting # 2A on **June 23, 2021** be approved as printed and distributed.

**Moved:** Lisa Kazuhara, VP Academic

**Seconded:** Nicole Walker, President

**MOTION TO AMEND** move items 2A.12.1 and 2A.12.2 to begin at 7:15pm.

**Moved:** Nicole Walker, President

**Seconded:** Sara Kuwatly, VP Student Experience

President Nicole Walker motivated for this Amendment by sharing that there are several business and operational items that need to be passed in order to run as an organization which is why she hopes they can get through those operational matters first before having the guests present. She thanked the guests for being here and shares that what they are here to speak about is incredibly important, but she hopes with this Amendment all matters can be discussed.

**MOTION TO AMEND THE AMENDMENT** by adding 2A.12.4 immediately after 2A.12.2.

**Moved:** Justin Mihaly

**Seconded:** Michael Pacheco

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Microsoft Teams



Member Justin Mihaly motivated for this Amendment by sharing he wants everyone to remember the context of the presentations before voting on Motions which relate to the presentations.

**Motion to amend the amendment is carried**

**Motion to amend is carried.**

**AMENDED MOTION:**

**MOTION** to move items 2A.12.1, 2A.12.2 and 2A.12.4 to begin at 7:15pm

**Moved:** Nicole Walker, President

**Seconded:** Sara Kuwatly, VP Student Experience

**Amended Motion carried.**

**2A.2.2 Declarations of Conflicts**

No declarations of conflicts.

**2A.3 Ratifications and De-Ratifications**

No ratifications or de-ratifications for tonight.

**2A.4 Comments from the Chair**

The Chair thanked all Board Members for being here tonight and went over how Members could participate in discussions.

**2A.4.1 Introductions and Pronouns**

All Members introduce themselves and share their respective pronouns and roles on the Board.

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**2A.5 Approval of Past Board Minutes****2A.5.1 Meeting # 1 – May 26, 2021****MOTION** that the Minutes be approved for CSA Board Meeting # 1 – May 26, 2021.**Moved:** Laura Wilson**Seconded:** Bella Harris**Motion carried.****2A.6 Executive Committee Minutes****MOTION** that the Executive Committee Minutes be received as information for the following meetings:

2A.6.1 Meeting # 2 – May 19, 2021

2A.6.2 Meeting # 3 – June 3, 2021

**Moved:** Sara Kuwatly, VP Student Experience**Seconded:** Joshua Vito**Motion carried.****2A.7 Executive Updates****2A.7.1 President**

President Nicole Walker explained that her updates are not fully updated since they did not have much time to get new information into the Board Package. She shared that she is happy to be here and has been working hard on the plan to return to campus and is excited to hopefully be back on campus soon. She encouraged Members to reach out to her if they have any feedback.

**2A.7.2 VP Student Experience**

VP Student Experience Sara Kuwatly shared that she has working on the six CSA O-Week events they are running. She shared that Sexy Bingo and Trivia will be back and they have new events coming out as well. In addition, she has been working on clubs' days. She shared that she and all the other Executives are sitting



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on a Return to Campus Committee and could take any feedback or ideas Members have to that Committee.

Member Michael Pacheco sought clarification regarding clubs holding events in person.

VP Student Experience Sara Kuwatly shared that as of right now no student organization can hold in-person events, but she will update everyone if she hears otherwise.

**2A.7.3 VP Academic**

VP Academic Lisa Kazuhara thanked Members for being here tonight. She shared that she has been working on the Student Memorial Services and has been wrapping up some work with Academic Committees. She also shared that SHAC is holding an event.

**2A.7.4 VP External**

VP External Shilik Hamad thanked everyone for being here tonight. She shared that they are ending the hiring deadline for the FoodBank and encouraged folks to apply. She shared that the CSA and GSA have been working with Guelph Transit to get affordable bus passes for students and is excited to run the referendum in the fall. She met with the Guelph Wellington Coalition for Social Justice and will be meeting with Guelph Campus Coalition. She invited all students to come to her with any issues they may have.

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

- 2A.7.1 President
- 2A.7.2 VP Student Experience
- 2A.7.3 VP Academic
- 2A.7.4 VP External

**Moved:** Laura Wilson

**Seconded:** Leila Stevens

**Motion carried.**

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**2A. 8 Director Reports**

Member Amanda Conibear shared that she met with the hiring for the FoodBank.

Member Bella Harris shared she attended Anti-Oppression training and attended weekly BIPOC Coalition meetings, and meeting hosted by CSS Ontario.

Member Jena Ashely shared she attended the Policy & Bylaw Review Committee.

**2A. 9 CSA Services Update and Report****2A.9.1 Bike Centre Reopening Progress Report**

President Nicole Walker shared that they are progressing through phase one and several responsibilities have been completed. She shared that they have had some challenges but have been able to overcome them and are waiting on the return to campus sign off and then they will have everything ready for contract workers to work in the space in order to reopen the space.

**MOTION** to receive the Bike Centre Reopening progress report dated June 16, 2021, as information.

**Moved:** Nicole Walker, President

**Seconded:** Sara Kuwatly, VP Student Experience

**Motion carried.**

**2A.10 Committee Updates and Reports****2A.10.1 Appoint Board Members to the Late Payment and Reinstatement Fee Appeal Committee**

**WHEREAS** the Late Payment and Reinstatement Fee Appeals Committee exists to consider and render decisions on Late Payment and Reinstatement Fee Appeals, and to make recommendations on matters arising out of specific cases; and

**WHEREAS** the membership of the Late Payment and Reinstatement Fee Appeals Committee consists of 7 members, composed of:

- 5 University representatives, and

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- 2 Students, including:
- 1 Central Student Association Executive Representative
- 1 other currently registered student appointed by the Central Student Association.

**RESOLVED** that the CSA's Vice President Academic and the following Director be appointed to the Late Payment and Reinstatement Fee Appeals Committee for the 2021-2022 academic year:

Keshini Digamber
------------------

**Moved:** VP Academic, Lisa Kazuhara

**Seconded:** Sara Kuwatly, VP Student Experience

Member Lisa Kazuhara shared they will have one meeting in the summer on May 30<sup>th</sup>, and then one meeting in the fall and one in the winter semester.

**Motion carried.**

**2A.10.2 Appoint Directors to the Standing Referendum Committee (SRC)**

**WHEREAS** CSA Appendix G, Section 7.0 requires the following membership for SRC:

- Minimum of 2 x Directors
- Chief Returning Officer (CRO)

**RESOLVED** that the following Directors be appointed to SRC for the 2021-2022 academic year:

Bella Harris
Amanda Conibear

**Moved:** Nicole Walker, President

**Seconded:** Lisa Kazuhara, VP Academic

President Nicole Walker shared that the purpose of the SRC is regarding the submission of referendums during the election period. This Committee will receive the questions and approve the questions and provide feedback.

**Motion carried.**

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**2A.10.3 Appoint Hiring Committee – SE&RM Coordinator**

**WHEREAS** the Student Events & Risk Management (SE&RM) Coordinator position is currently vacant;

**WHEREAS** the CSA recognizes the need to fill the position of SE&RM Coordinator for the 2021-2022 academic 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; and

**WHEREAS** historically the CSA SE&RM Coordinator hiring committee membership has included the University of Guelph's Coordinator of Student Leadership (Student Experience), the VP Student Experience, and a CSA Director.

**RESOLVED** that:

- a) The CSA strike a Hiring Committee for the position of SE&RM Coordinator & appoint the VP Student Experience as the Executive member for the committee.
- b) The requirement for an additional staff person to sit on hiring committees as required by Appendix C – Human Resources Policy, Section 4.2.2. be satisfied by the membership of Jay Rojas (Coordinator of Student Leadership, University of Guelph).
- c) The following CSA Director be appointed to the Hiring Committee for the position of SE&RM Coordinator:

Leilani Rocha
---------------

**Moved:** Sara Kuwatly, VP Student Experience

**Seconded:** Justin Mihaly

VP Student Experience Sara Kuwatly shared that the time commitment is pretty minimal and that there are usually four interviews which will be about three and a half hours over a few weeks.

**Motion carried.**

**2A.10.4 Appoint Hiring Committee – Foodbank Assistant**

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**WHEREAS** the CSA recognizes the need to fill a vacancy in the position of the Foodbank Assistant for 2021-2022; and

**WHEREAS** CSA policy requires a hiring committee to include a minimum of one CSA Director, one CSA Executive Member, and one CSA staff member.

**RESOLVED:**

That the following CSA Director be appointed to the hiring committee for the position of Foodbank Assistant:

Alyssa Ahmed

**Moved:** Nicole Walker, President

**Seconded:** Sara Kuwatly, VP Student Experience

President Nicole Walker shared they are looking to hire their second assistant and that the interviews would take place in mid-July.

**Motion carried.**

**2A.10.5 Appoint Hiring Committee – Front Office Assistant(s)**

**WHEREAS** the CSA recognizes the need to fill up to two (2) Front Office Assistant vacancies for the 2021-2022 academic year; and

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

**RESOLVED** that:

- a) That the following CSA Director be appointed to the Hiring Committee to fill up to two (2) Front Office Assistant(s):

Keshini Digamber

**Moved:** President, Nicole Walker

**Seconded:** Bella Harris

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President Nicole Walker shared that the Committee is really fun.

**Motion carried.**

**MOTION** to have a 2-minute recess until 7:17 pm.

**Moved:** Joshua Vito

**Seconded:** Bella Harris

**Motion is carried.**

*Meeting is called back to order at 7:17 pm.*

## **2A.11 Unfinished Business**

### **2A.11.1 Outsource Hiring of a Third Business Office Staff Member**

*This item was discussed later in the meeting, after 12A.12.2., as the Agenda was amended.*

*Notice of this Motion was provided at the May 26, 2021 Board Meeting.*

**WHEREAS** the CSA's Business Office has traditionally operated with three staff (one Business Manager and two Bookkeepers), but have been operating with two staff over the past two years (one Business Manager and one Bookkeeper);

**WHEREAS** one Bookkeeper position became vacant in 2019, and the 2019 Student Choice Initiative and the 2020 Covid-19 pandemic shifted work priorities away from filling the second Bookkeeper position;

**WHEREAS** the hiring of a third Business Office staff member is integral to resuming normal operations after COVID-19 in supporting Business Office operations;

**WHEREAS** the CSA requires a third Business Office staff member to meet operational capacity and widen the institutional knowledge between the three positions in the Business Office;

**WHEREAS** Section 4.0 of Appendix C - Human Resources Policy prescribes the process by which the CSA hires full-time staff, which does not allow for external organizations to perform hiring processes on behalf of the CSA;

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**WHEREAS** the 2021-2022 Budget has provided wages for a third Business Office staff member; and

**WHEREAS** outsourcing the hiring of a Business Office staff member will provide the capacity to hire a third staff person in a timely manner.

**RESOLVED** that:

- c) Appendix C – Human Resources, Section 4.0 Hiring, which requires that all staff be hired within a CSA administered process, be suspended for filling a third Business Office staff member.
- d) BDO Canada, an external agency, be engaged to conduct the hiring of a third Business Office staff member.

**Moved:** CSA President, Nicole Walker

**Seconded:** VP Academic

President Nicole Walker shared how this process would work and shared she is excited and confident that it will work out well.

**Motion carried.**

### **2A.11.2 NOTICE: Bus Pass Referendum-Related Policy & Bylaw Amendments**

*This item was discussed later in the meeting, after 12A.12.2., as the Agenda was amended.*

**WHEREAS** the CSA/GSA Transit Committee is planning to hold a referendum to renew the contract with Guelph Transit (City of Guelph) for the Universal Bus Pass (U-Pass) during the CSA Fall By-Election period;

**WHEREAS**, with the intent to permit referendum questions during any Elections period, the CSA Board of Directors, at their meeting on April 9, 2019, amended Appendix G, Section 6.3. Referendum by removing the word 'General' from 'Referendum questions shall be included during the General Elections period';

**WHEREAS** the following policies were not revised at the April 9, 2019, CSA Board Meeting and contradict the spirit of permitting referendum questions during all Elections periods by continuing to limit them to Winter Elections periods only:

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Bylaw 2 - Electoral, Section 3.1: "Referendum questions may be accepted by the CSA Elections Office following the first day of the Fall semester until the last day of classes in the Fall semester.", and

Appendix G – Electoral, Section 13.3: "Campaigning for referendum questions may commence no earlier than the first day of the General Elections nomination period."; and

**WHEREAS** Appendix G – Electoral, Section 6.0. Referendum requires all referendum questions to be submitted to the CSA Elections Office on the appropriate form, and Section 7.0. Standing Referendum Committee (SRC) subsequently requires that all submitted referendum questions from the CSA Elections Office be submitted to the SRC.

**RESOLVED** that:

- a) Bylaw 4, Section 3.1 be amended to: "Referendum questions may be accepted by the CSA Elections Office following the first day of the Fall Summer semester until the last day of classes in the Fall semester."
- b) Appendix G – Electoral, Section 13.3 be amended to "Campaigning for referendum questions may commence no earlier than the first day of the General Elections nomination period."
- c) Appendix G – Electoral, Section 6.0, requiring the Standing Referendum Committee (SRC) to review all referendum questions be suspended only as it applies to the Bus Pass Fall 2021 Referendum Question.
- d) CSA members of the CSA/GSA Transit Committee strive to meet the spirit of Appendix G – Electoral, Section 6.0 by building in a review of the Fall 2021 Bus Pass Referendum Question by the Standing Referendum Committee (SCR) into their workplan.
- e) The Policy & Bylaw Review Committee (PBRC) review all referendum-related CSA policy and bylaws to ensure they are consistent with one another and that they meet the needs of the organization. This includes how referendum questions are carried out when they are in partnership with the Graduate Students Association (GSA), and PBRC will provide recommendations to the CSA Board of Directors at their meeting on September 15, 2021.

*Notice of this item was provided, for consideration at the next meeting*



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President Nicole Walker provided context about referendums and how this process will look like moving forward.

**2A.11.3 CSA Statement on Unmarked Graves at Kamloops Residential School**

*This item was discussed later in the meeting after 2A.12.4 as the Agenda was amended.*

**WHEREAS** earlier this month, the heartbreaking news of the hidden deaths and mass graves of 215 Indigenous children at the Kamloops Residential School in British Columbia was brought to the attention of non-Indigenous people across the country;

**WHEREAS** this recent news reflects Canada's long and on-going history of colonial violence and cultural genocide. The creation and imposition of residential schools was a part of Canada's colonial efforts, which was heavily funded by the government of Canada; and

**WHEREAS** it was not until 1996 that residential schools were officially shut down by the Canadian government and we recognize the intergenerational trauma and insurmountable pain that continues to inflict Indigenous communities and individuals today.

**RESOLVED** that:

- a) The CSA expresses its solidarity with the families who lost their children at residential schools across the country. For the 215 children that did not make it home from Kamloops Residential School; for the thousands more across Canada that are yet to be found; for those that made it home and still carry their pain with them - we honour you, today and every day.
- b) The CSA extends our support to the Indigenous communities of the University of Guelph, who are impacted by the aftermath of this event and ongoing settler-colonialism. This is tragic news to many of us on this land, however, for our Indigenous communities - which has been confirmation of what has been known all along.
- c) The CSA works with the ISS in creating an action plan, which may include healing events and workshops, and provide recommendations at the July 7, 2021, Board Meeting.

**Moved:** Shilik Hamad, VP External

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**Seconded:** Justin Mihaly

VP External Shilik Hamad shared the importance of this Motion as it allows the CSA to stand in solidarity with Indigenous students against the colonization in Turtle Island.

Member Jena Ashley thanked Shilik for working with ISS and shared that this issue is very important and close to her heart.

**Motion carried.****2A.12 Business****2A.12.1 PRESENTATION: Guelph Hillel**

*This item was discussed earlier, immediately after 2A.10.5, as the Agenda was amended.*

**WHEREAS** CSA Rules of Order, Section 3.9. states that any presentations to the Board of Directors are to be submitted in the Board package, and presentations will be given a maximum of ten minutes to present. Presentations that are not submitted in the Board package will only be allotted a maximum of five minutes to present.

**MOTION** to extend speaking rights to Jared Fishbach, representative for Guelph Hillel, for item 2A.12.2 PRESENTATION: Guelph Hillel.

**Moved:** Sara Kuwatly, VP Student Experience**Seconded** Laura Wilson**Motion carried.****2A.12.1(b) Extend Speaking Time - Jared Fishbach (Hillel)**

**WHEREAS** CSA Rules of Order, Section 3.9. states that the speaking time of those granted speaking rights may be extended by a motion of the Board of Directors requiring a two-thirds majority.

**MOTION** to extend the speaking time of Jared Fishbach, representative for Guelph Hillel, for item 2A.12.1 PRESENTATION: Guelph Hillel, to 15-minutes.

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**Moved:** Michael Pacheco**Seconded:** Justin Mihaly**Motion carried.**

Guest Jared Fischbach introduced himself and presented a statement on behalf of Guelph Hillel as attached in the Minutes.

VP Student Experience Sara Kuwatly thanked Guest Fischbach for taking the time to speak tonight, she shared how difficult it must be to talk about this subject and requested if the Guest was able to share the statement so all could see it. Member Michael Pacheco sought clarification from Guest Fischbach if Guelph Hillel was contacted by anyone from the CSA regarding a solidarity statement.

Guest Jared Fischbach shared that Guelph Hillel was not contacted by the CSA, MSA, or PSSA prior to their statement brought forward as a Motion to the CSA and that they would have appreciated being part of the discussion and hoped that going forward they will be included.

Member Justin Mihaly thanked Guest Fischbach and Guelph Hillel for his presentation and bravery and for agreeing to present at such short notice.

Member Bella Harris sought clarification about how the use of the word 'genocide' is harmful to Jewish experience in general.

Guest Jared Fischbach answered Member Harris that the holocaust is a prime example of genocide.

Member Joshua Vito thanked Guest Fischbach and Guelph Hillel for their bravery in coming to speak tonight. He shared that he was glad that the CSA was hearing from more voices. He read the Motion passed from the CSA on May 26<sup>th</sup> regarding a solidarity statement and consulting with impacted students and sought clarification from Guest Fischbach if he felt the CSA had met those requirements.

Guest Jared Fischbach clarified from his last comment that genocide does not exclusively apply to Jewish folks and that all genocide deserves equal attention and condemnation. He answered Member Vito by sharing that they value the relationship they have with the CSA, yet they were disappointed that they were not consulted from the CSA regarding this statement.

VP Student Experience wanted to clarify that in May, four students who self-identified as representing the Jewish community on campus, reached out to the

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CSA Executives. She explained that in their letter the students expressed disappointment in a social media post from the CSA. She said that CSA responded to them and encouraged Guelph Hillel to work with the CSA to present a statement to the Board, and that this invitation was the same invitation given to the MSA and PSSA. She emphasized that all presentations given by the MSA and PSSA were written entirely by those groups, not the CSA. She then clarified what statement they are hoping to pass and shared that it is in the Board Package for all to view.

Guest Jared Fischbach shared that Guelph Hillel is aware of what letter the CSA is hoping to pass as a statement.

Member Bella Harris shared that although the statement does have valid criticism, she had concerns about stating the importance of Israel in relation to Jewish people, as she does not think this is universal, as she herself is Jewish, yet has no connection to Israel. She shared that to her, Israel represents colonization which she is against, and that may be the stance of Hillel, she believes this is not a stance of every Jewish student.

Member Justin Mihaly sought clarification from the VP Student Experience asking if she consulted Guelph Hillel or Guelph Chabad after the meeting on May 26<sup>th</sup>.

VP Student Experience Sara Kuwatly answered Member Mihaly by sharing that on May 20<sup>th</sup> the CSA had invited the folks who identified as Jewish students to work with the CSA. The CSA received a response on May 28<sup>th</sup> which had no indication that the students wanted to work with the CSA. She shared she confirmed three of the students who emailed were part of Guelph Hillel.

Member Justin Mihaly requested the VP Student Experience to read out loud the email in which the CSA invited the Guelph Hillel Students to work with them.

VP Student Experience Sara Kuwatly read out the email, in which it said that the Executives understand they are not experts on the matter and wish to invite the students to reach out to the CSA with any resources and voices that could be amplified. As well the emailed stated that the students could submit a statement to the Board of Directors and the CSA would be happy to assist with that process. VP Student Experience Sara Kuwatly also stated she recognizes the complexity of this situation and high emotions involved and this may make it difficult to ask Guelph Hillel, the PSSA, and MSA to work on a joint statement together.

Guest Jared Fischbach shared concerns that the students who were consulted with from Guelph Hillel do not accurately represent Guelph Hillel. He shared that official consultations and communications are done through Gryphlife email and then

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Guelph Hillel's Executive would be able to respond. He then asked VP Student Experience if the CSA is unwilling to work with Guelph Hillel, the PSSA, and MSA all together.

VP Student Experience clarified that the students she communicated with were not chosen by her, but they had reached out to the CSA. She shared that one of the students who reached out to the CSA was an Executive member at Guelph Hillel, which is why they thought that way of communication was enough. She emphasized that it is not up to the CSA Executives to make students work together, but rather up to the students involved and if the students chose to work together the CSA is more than happy to assist with that process.

Guest Jared Fischbach shared that he respects this answer. He then sought clarification if the CSA would be willing to work on a statement with Guelph Hillel and any groups who were willing, if the three groups were not able to work altogether.

VP Student Experience Sara Kuwatly shared that the CSA would be happy to work with Guelph Hillel. She explained the process of how they could make and approve a statement and emphasized that the Executives are not voting Members, so the final decision is up to the Board of Directors, and the Executives are required to do what the approved Motions say.

Member Michael Pacheco sought clarification from the VP Student Experience about the process used to reach out to the MSA and PSSA.

VP Student Experience Sara Kuwatly answered by sharing that those groups reached out to the CSA, the CSA did not reach out to them. She shared that the PSSA reached out to the CSA and the MSA posted a statement on social media commenting on the CSA's silence, and the CSA reached out from that.

Member Bella Harris raised concerns with the general tone of the statement, as she felt it tokenizes the marginalisation of Jewish people. She shared that she understands Jewish people have been marginalized for years, but that is important to acknowledge that no matter how marginalized Jewish people have been they are also capable of oppressive behaviour as well.

Member Joshua Vito sought clarification that the letter sent out to the four Jewish students was on May 20<sup>th</sup>.

VP Student Experience shared that the students reached out on May 16<sup>th</sup>, the CSA responded on May 20<sup>th</sup>, and they received a response thanking them on May 28<sup>th</sup>.

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Member Joshua Vito raised concerns and confusion as he had thought the Motion passed on May 26<sup>th</sup> required CSA Executives to actively go out and consult with student groups involved. He shared that he understands these groups may be opposed but wondered if the CSA Executives could try and see if the three groups could work together on some sort of statement.

Member Justin Mihaly asked the CSA Executives if they are concerned about Jewish safety on campus since the current statement is not representative of the views of Hillel and Chabad. He then shared an example from an Ontario University which posted statements which then resulted in a rise in anti-Semitism, which got so bad a working group had to be created to fight it.

VP Student Experience Sara Kuwatly shared that they are concerned for their Jewish students' safety. She recognized the rise of anti-Semitism and shared that the CSA is capable of supporting the Palestinians students while still supporting the Jewish students and being proactive of preventing anti-Semitism.

VP External Shilik Hamad thanked Guelph Hillel for coming out to present. She shared that they are viewing this as a human rights issue and not a religious issue. As well she shared the safety of their students is incredibly important to them and that they will do everything they can to make students feel safe. She shared they are happy to release any statements or anti-Semitism workshops that Jewish students may want to bring forward.

Guest Jared Fischbach shared that they are concerned by how this matter has been handled by the CSA. He shared that the President and Executives of Guelph Hillel reached out to the CSA on May 16<sup>th</sup> and received a nice response sharing that the CSA stands in solidarity with the Jewish community on May 20<sup>th</sup>. He shared that on the 28<sup>th</sup> of May Guelph Hillel replied offering to collaborate with the CSA on statements and have never heard back. He shared concerns that this has silenced the voices of the Jewish people and shared that he does not wish to imply that this was the intention of the CSA. He asked the VP Student Experience if the PSSA disagrees with Jewish peoples' right to self-determination.

VP Student Experience Sara Kuwatly shared that it is important to assume positive intention. She clarified that when she had said that the PSSA and Guelph Hillel are different, she was never implying that Jewish students have no right to self-determination and that she never said that once. She stated that when she is talking about the situation she is talking about governments and militaries. She shared she does support Jewish peoples' right to self-determination and no longer feels comfortable speaking on behalf of the PSSA and is not qualified to do so.

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Guest Jared Fischbach asked if the VP Student Experience recognizes a difference between a Jewish student organization based on religion and ethnicity versus the Israeli government.

VP Student Experience Sara Kuwatly shared that she does recognize this. She restated that this is not an issue of Jewish people as a religious group.

Guest Jared Fischbach asked the VP Student Experience if she understand there is a difference between Guelph Hillel and the government of Israel in the purpose of writing a statement as a joint force.

VP Student Experience Sara Kuwatly shared that she does recognize the distinction that Guelph Hillel is not the Israeli government. She also addressed concerns from Member Vito about what Executives were required to do from the Motion passed in May. She clarified that the Motion stated Executives to respond and work alongside affected Members, not to actively reach out. She shared that she is not willing to force student groups into conversations but is happy to have students work together if they are willing. She clarified that the email received from the Jewish students never explicitly accepted the CSA's offer, but apologized if that was misunderstood.

President Nicole Walker apologized for making Guelph Hillel feel excluded and explained that this is a learning process and that they must have misunderstood some of the communication. She apologized to the Directors for any disappointment they may be feeling, and she now understands that they did not fully meet the expectations of the Members. She shared she will not understand the lived experiences but hopes to practice allyship for the students.

**MOTION** to extend speaking rights to Ariel Oren.

**Moved:** Michael Pacheco

**Seconded:** Sara Kuwatly, VP Student Experience

**Motion carried.**

Guest Ariel Oren shared some information about writing the letters back and forth between the CSA. He shared that in their letter they made it clear they were not writing on behalf of Guelph Hillel. He shared he understands that they may have miscommunicated as well. He read some part of the letter which he believed communicated interest with further discussions with the CSA. He thanked everyone for allowing him to speak.

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Member Bella Harris sought clarification from Guest Ariel Oren if anything in their communication may have insinuated the letter was from Guelph Hillel.

Guest Ariel Oren shared that they did identify as Jewish leaders, but not as leaders of specific organizations.

Member Bella Harris encouraged Members and Guests to share how they would like the Board to move forward.

VP Student Experience Sara Kuwatly shared that she is happy both the CSA Executives and four Jewish students who wrote are recognizing they both may have miscommunicated. She explained why the CSA had made these assumptions based on some wording in the letter.

**MOTION** to close debate on 2A.12.1

**Moved:** Michael Pacheco

**Seconded:** Justin Mihaly

**Motion carried.**

**MOTION** to receive the presentation from Guelph Hillel as information.

**Moved:** Michael Pacheco

**Seconded:** Joshua Vito

**Motion carried.**

**MOTION** to recess until 9 pm.

**Moved:** Lisa Kazuhara, VP Academic

**Seconded:** Nicole Walker, President

**Motion carried.**

*Meeting is called back to order at 9 pm.*



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**2A.12.2 PRESENTATION: Guelph Chabad**

*This item was discussed earlier as the Agenda was amended.*

**2A.12.2(a) Speaking Rights - Erin Rudolph (Chabad)**

**WHEREAS** CSA Rules of Order, Section 3.9. states that any presentations to the Board of Directors are to be submitted in the Board package, and presentations will be given a maximum of ten minutes to present. Presentations that are not submitted in the Board package will only be allotted a maximum of five minutes to present.

**MOTION** to extend speaking rights to Erin Rudolph, representative for Guelph Chabad, for item 2A.12.2 PRESENTATION: Guelph Chabad.

**Moved:** Sara Kuwatly, VP Student Experience

**Seconded:** Michael Pacheco

**Motion carried.**

**2A.12.2(b) Extend Speaking Time - Erin Rudolph (Chabad)**

**WHEREAS** CSA Rules of Order, Section 3.9. states that the speaking time of those granted speaking rights may be extended by a motion of the Board of Directors requiring a two-thirds majority.

**MOTION** to extend the speaking time of Erin Rudolph, representative for Guelph Chabad, for item 2A.12.2 PRESENTATION: Guelph Chabad, from 5-minutes to 15-minutes.

**Moved:** Michael Pacheco

**Seconded:** Justin Mihaly

**Motion carried.**

Guest Erin Rudolph introduced herself and thanked the CSA for having her and presented on behalf of Guelph Chabad as attached in the Minutes.

Member Justin Mihaly thanked Guest Rudolph and Guelph Chabad for the presentation. He shared how difficult it can be to speak out and how appreciative

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he is of the guest's bravery. He raised his concerns with his safety on the University of Guelph's campus as a Jewish student.

Member Joshua Vito thanked Guest Rudolph for coming to speak today. He sought clarification from the Guest that if the statement was passed that Jewish students would not feel safe and wondered what the CSA might do instead.

Guest Erin Rudolph shared that the goal of her presentation was to ensure that every student feels safe on campus. She shared that the statement right now was not representing Jewish students and hopes a peaceful statement can be put out.

Member Michael Pacheco thanked Guest Rudolph for coming out and asked if she might share more about her organization and how it fits into Guelph's campus.

Guest Erin Rudolph shared that Chabad focuses on cultural aspects and celebrating holidays and is also a family and community. She shared that she met several of her friends from the organization and that they have a weekly dinner and is a very safe and open space.

VP Academic Lisa Kazuhara thanked Guest Rudolph for her presentation and requested that the PowerPoint be sent for reference.

Member Bella Harris thanked Guest Rudolph for her presentation and for all the time and effort put into it. She mentioned that the word peace was mentioned a lot and shared she does not think peace is closely attainable. She shared that it seems peace for the government of Israel would be to ignore the violence being committed and she does not think that is right. Instead, she requested to speak for justice rather than peace.

Member Justin Mihaly asked Member Harris if she as a Jewish student is concerned for her safety if the CSA statement were to be released.

Member Bella Harris answered that she is not concerned, however recognized she does hold privilege as not being easily recognized as a Jew.

Member Justin Mihaly asked Guest Rudolph if she is concerned as a Jewish student.

Guest Erin Rudolph answered that she is concerned as a Jewish student and that the statement is not representing Jewish students right now.

VP External Shilik Hamad thanked Guest Rudolph for coming to present.

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**MOTION** to extend speaking rights to Ahmad Hassan, Amal Zeidan, and Yara Raad for item **2A.12.2**.

**Moved:** Shilik Hamad, VP External

**Seconded:** Leilani Rocha

**Motion carried.**

Guest Ahmad Hassan introduced himself and thanked Guests Fischbach and Rudolph for coming out. He shared that they all agree something is wrong. He then asked Guest Rudolph if one can support Palestinian students and their right to determination while also supporting Jewish students and working to fight anti-Semitism on campus.

Guest Erin Rudolph shared that she believes they can support the right of every student's self-determination.

Guest Ahmad Hassan asked Guest Rudolph if she thought criticism of Israeli government is inherently anti-semitic.

Guest Erin Rudolph shared that she does not think of the government itself, but that Israel is important to a lot of Jews, as they are Zionist, which is included in their self-determination.

Guest Ahmad Hassan asked if Chabad is opposed to continued expansion of illegal settlements in UN mandated regions.

**MOTION** to extend speaker rights to Raphi Steiner for 2A.12.2.

**Moved:** Michael Pacheco

**Seconded:** Justin Mihaly

**Motion carried.**

Guest Raphi Steiner thanked everyone for the opportunity to speak. He shared that Jewish students are feeling alone and isolated. He answered Guest Hassan by sharing that he believes Jews, Palestinians, and Israelis have the right to live wherever they own land legally. He shared misinformation is often given out and shared some examples of this.

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Microsoft Teams



Guest Ahmad Hassan thanked Guest Steiner for his words. He asked if Guest Steiner believes East Jerusalem belongs to Israel.

Guest Raphi Steiner shared that the land was Israel's in 1967 and they have allowed others to live there as long as they pay rent.

Guest Ahmad Hassan asked Guest Steiner his thoughts on the UN stating that forcing Palestinians out of their home is in clear violation of international humanitarian law.

Guest Raphi Steiner shared that the UN is quite biased against Israel and shared examples of some of the resolutions passed by the UN.

Guest Ahmad Hassan asked if criticism of the Israeli government is inherently anti-Semitic.

Guest Raphi Steiner answered that no it is not, but that often the reason people call out the Israeli government is from unconscious anti-Semitic feelings.

Member Bella Harris reiterated that she was not looking for peace but rather for justice and was not as much looking for what is legal but rather what is just. She hopes that the Board can promote justice and what is their moral responsibility.

Member Justin Mihaly shared that this appears to be a debate about student safety on campus. He shared that the CSA will not have a big impact on the situation on Israel, but they can prevent anti-Semitism on campus, and he hopes they do prevent that by not passing the statement proposed.

Guest Raphi Steiner encouraged the Directors to please vote down this statement as it is hurtful to Jews and will cause them to feel unsafe.

**MOTION** to close debate on 2A.12.2

**Moved:** Leilani Rocha

**Seconded:** Joshua Vito

**Motion carried.**

**2A.12.2 Receive Guelph Chabad Presentation**

**MOTION** to receive the presentation from Guelph Chabad as information.

**MINUTES**

Board of Directors Meeting # 2A

June 23, 2021 – 6:00 pm

Microsoft Teams



**Moved:** Shilik Hamad, VP External

**Seconded:** Joshua Vito

**Motion carried.**

**MOTION** to reconsider the Agenda

**Moved:** Nicole Walker, President

**Seconded:** Leilani Rocha

President Nicole Walker shared that there are operational Motions that need to be passed in order to move forward as an organization which is why she wishes to reconsider the agenda to move some Motions up.

**Motion carried.**

**MOTION TO AMEND THE AGENDA** to reorder 2A.11.1 Outsource Hiring of a Third Business Office Staff Member, and 2A.11.2 NOTICE: Bus Pass Referendum-Related Policy & Bylaw Amendments to the next items of business in the agenda, then followed by 2A.11.4 and then return to 2A.11.3.

**Moved:** Nicole Walker, President

**Seconded:** Lisa Kazuhara, VP Academic

**Motion to amend the agenda is carried.**

**2A.12.4 PSSA, CSA, and MSA Solidarity Statement**

*This item was earlier in the meeting after 2A.11.2, as the Agenda was amended.*

**MOTION** to endorse the statement drafted by the Palestinian Student Society Association (PSSA), Muslim Students' Association (MSA), and the Central Student Association (CSA) as presented in the Board Package for the June 23, 2021, Board Meeting.

**Moved:** Shilik Hamad, VP External

**Seconded:** Leila Stevens

**MINUTES**

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Microsoft Teams



VP External Shilik Hamad motivated by sharing that the CSA strives to amplify the voices of marginalized people and thus hopes this Motion will pass in order to allow the CSA to stand in solidarity with the Palestinian students.

Member Justin Mihaly shared that since the opinions from Guelph Hillel and Guelph Chabad are not represented in this statement and thus urges other Members to vote against this Motion.

VP Student Experience Sara Kuwatly sought clarification from the Jewish students who sit on the board regarding how criticizing the Israeli government is anti-Semitic.

Member Joshua Vito shared that this Motion is difficult, and he has struggled to decide which way to vote. However, he shared that he will be voting against this Motion as it will cause Jewish students to feel unsafe if it were to be passed. He shared his hopes that they can further consult the Muslim, Palestinian, and Jewish students on campus to find a different way to ensure all students feel heard and safe at the same time.

Member Bella Harris shared that she agrees with this statement fully, however she shared she understands the fear that anti-Semitic actions may rise after the statement is released. She shared she does not think they should pass this Motion, as the Jewish community was not given the proper representation or consultation that they deserve. She expressed concerns for what delaying a statement will mean for the Palestinian students and hopes to be able to release a solidarity statement very soon.

Member Justin Mihaly shared with the Board why he considers the statement anti-Semitic and shared some specific examples and quotes from the statement. He urged the Members not to pass this Motion as it is anti-Semitic.

Member Jena Ashley spoke in favour of this Motion, sharing that it is important to offer support to Palestinian students just as the CSA offers support to Indigenous students on Turtle Island. She shared that the injustices in Palestine are very similar to the injustices faced by Indigenous peoples and thus she will be voting in favour of this Motion.

**MOTION** to suspend the Sunset Clause until 11:30 pm

**Moved:** Leilani Rocha

**Seconded:** Michael Pacheco

**MINUTES**

Board of Directors Meeting # 2A

June 23, 2021 – 6:00 pm

Microsoft Teams



**MOTION TO AMEND** to change from 11:30 pm to 11:45 pm

**Moved:** Bella Harris

**Seconded:** Amanda Conibear

**Motion to amend is carried.**

**AMENDED MOTION:**

**MOTION** to suspend the Sunset Clause until 11:45 pm.

**Moved:** Leilani Rocha

**Seconded:** Michael Pacheco

**Amended Motion carried.**

**MOTION** to extend speaking rights to Ahmad Hassan and Amal Zeidan for item 2A.12.4

**Moved:** Shilik Hamad, VP External

**Seconded:** Leilani Rocha

**Motion is defeated.**

Member Michael Pacheco thanked everyone for sitting through this discussion for so long. He shared that he hopes Members vote against this Motion as Jewish student groups have said they do not feel safe on our campus anymore and that this statement will increase that unsafe feeling. He shared he hopes that the different groups on campus can work together on a statement that would better represent all the student groups.

Member Justin Mihaly shared that the Jewish students are not trying to win a political debate but rather ensure their own safety. He reiterated his concerns with this statement and urged this Motion not to go through to ensure the safety of all students.

**MOTION** to call to question

**Moved:** Shilik Hamad, VP External

**Seconded:** Leilani Rocha

**Motion to call to question carried.**

**MINUTES**

Board of Directors Meeting # 2A

June 23, 2021 – 6:00 pm

Microsoft Teams



**MOTION** to endorse the statement drafted by the Palestinian Student Society Association (PSSA), Muslim Students' Association (MSA), and the Central Student Association (CSA) as presented in the Board Package for the June 23, 2021, Board Meeting.

**Moved:** Shilik Hamad, VP External

**Seconded:** Leila Stevens

**Motion carried.**

### **2A.12.3 Open Letter in Solidarity with Laurentian Students and Workers**

**WHEREAS** Solidarity2StopTheCuts@gmail.com is reaching out to Ontario students and student unions to request that organizations sign a letter demonstrating unity across the province standing for adequate public funding for all colleges and universities in Ontario, including Laurentian University,

**RESOLVED** that the CSA endorse the Open Letter in Solidarity with Laurentian Students and Workers, as included in the June 23, 2021, Board Package, and that staff sign the associated google document by Solidarity2StopTheCuts@gmail.com on behalf of the CSA.

**Moved:** Shilik Hamad, VP External

**Seconded:** Bella Harris

VP External Shilik Hamad motivated for this Motion by providing context on how much students in Ontario pay for tuition and how there is often a cycle of debt that occurs. She shared the importance with standing in solidarity with Laurentian students and workers.

**Motion carried.**

**MOTION** to reconsider agenda

**Moved:** Bella Harris

**Seconded:** Leila Stevens

**Motion carried.**



**MINUTES**

Board of Directors Meeting # 2A

June 23, 2021 – 6:00 pm

Microsoft Teams



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**MOTION TO AMEND THE AGENDA** by adding item 2A.13.1 Anti-Semitic Working Group under New Business.

**Moved:** Bella Harris

**Seconded:** Leila Stevens

Member Bella Harris shared the goal of this Working Group would be to proactively fight against anti-Semitism. She shared that the Working Group would consist of at least one CSA Executive, at least two Directors, at least two student representatives from either Hillel or Chabad, and at least two student representatives from either MSA or PSSA additional members may be added with the consent of other members. This working group shall meet as needed, as decided by the members, and with the first meeting to occur within the next three weeks.

**Motion to amend carried.**

*The meeting was promptly adjourned by the Chair following the vote to amend the agenda at 11:45pm.*

Thank you. My name is Jared Fischbach, and I am the VP External for Guelph Hillel, the centre for Jewish Life on campus. I am speaking today on behalf of Guelph Hillel, the largest Jewish student organization at the University of Guelph.

At last week's CSA meeting, content was shared by fellow CSA clubs, which was not only false, but extremely damaging to both Guelph Hillel and the greater Jewish community. The rhetoric presented by the MSA and PSSA serves to encourage and bolster antisemitic narratives, leading to a dangerous environment for Jewish students on campus. I would like to spend my time unpacking the harmful rhetoric that was presented, which will demonstrate why the proposed statement cannot pass as it currently stands.

I am not here to debate how we should all interpret the current situation in Israel and Palestine, however the maps and sources provided by the MSA are inherently political and misleading. These maps fail to show transJordan as a part of Mandate Palestine, fail to show the UN partition plans, and thus only provide half of the narrative, reinforcing a divisive and harmful rhetoric on campus. As part of a university system we must always be mindful of our sources and evaluate their origins and political biases. Al Jazeera, the source of these maps, is a subsidiary of the Qatar government, a known supporter of anti-Israel and antisemitic institutions. We don't suggest any specific source on the matter, but rather encourage consulting a variety of sources.

Media literacy is quite possibly one of the most important skills we all need to master. As students, we know the importance of checking our sources and our biases. Media bias is, in essence, selective information presented in a manner which curates a narrative while neglecting to show the full picture. This in turn leads to confirmation bias, namely, looking for information that supports our beliefs. Many of us tend to specifically rely on facts that support what we believe to be true. In doing so, we run the risk of ignoring all other information and aligning ourselves with people who have the exact same views that we do. I urge you to ask yourselves, where do you get your news and information from? Do you ever read articles that make you uncomfortable or surround

yourselves with different viewpoints? I am not here to suggest sources to you, I just urge you to question your sources and to inform your viewpoint with information that may be different from that which you are comfortable with.

As previously mentioned, Guelph Hillel is the centre for Jewish student life on campus, where students connect to their Jewish identity on ethnic, cultural, and religious levels. The majority of Jewish students at Guelph also feel a level of attachment to Israel. As you all are aware, Guelph Hillel is an accredited CSA club, and have had a strong working relationship with the CSA and other clubs for many years. The accusations set forth in the letter that Guelph Hillel "condemns movements that advocate for Palestinians' right to self-determination" are unfounded and extremely damaging to our community.

Guelph Hillel has worked to build bridges and build relationships on campus. We host annual multi-faith shabbat dinners in order to invite people of all faiths to come experience a shabbat dinner with us while learning about Jewish traditions. We have also worked to organize joint conversation-based events, including with the MSA. We even held a shabbat dinner in solidarity with the Muslim community of Guelph and the MSA following the horrific attack at the Quebec city mosque. We have always sought to build bridges and have never looked to silence any opinion, as that goes against our mission and our values.

To my peers at the MSA and PSSA; I would suggest that holding Guelph Hillel, and subsequently, Jews living in the diaspora responsible for the actions of select groups, simply to further your own political agenda, is inherently antisemitic and promotes unfounded hatred on campus towards the CSA's only Jewish club. By singling out Guelph Hillel, you are reducing the only Jewish student club on campus to a single viewpoint, as though there is no diversity amongst members of the community and the club. Your assertion that Guelph Hillel is responsible for the actions of a foreign government is unjust and simply inaccurate, promoting hatred of a fellow CSA club and the individuals it supports. Even if the intention of this letter and the accompanying

statement was not to foster an antisemitic environment, the impact of these words nurtures an uptake in antisemitic sentiments at Guelph.

I would like to bring your attention to the reference of using Independent Jewish Voices to support the CSA with their development of antisemitism training programs. We suggest that only bringing in Independent Jewish Voices as your source on antisemitism and Jewish identity on campus is tokenizing and patronizing, especially when Guelph Hillel is a recognized CSA club. As Guelph Hillel is the largest Jewish student organization at the University of Guelph and supports the vast majority of Jewish students, we firmly believe the CSA should be turning to Guelph Hillel for resources and training on antisemitism, rather than a group that is not representative of the majority of Jewish students at Guelph. At Guelph Hillel, we have never called for the mistreatment of Palestinian people, supported their oppression, sought to normalize the demolition of Palestinian homes and the expulsion of Palestinian families, or commended the use of violence on Palestinian civilians. Rather, we at Guelph Hillel are in favour of peace and safety for all.

The CSA has shared and liked posts that directly contradict the letter provided by the MSA and PSSA. This letter included points on Zionism and antisemitism, however it left Zionism itself undefined. The CSA has shared stories from the Instagram account “Solutions not Sides” and liked and shared posts from Guelph Hillel explaining that “Zionism is a broad ideological framework for thinking about the Jewish relationship to self-determination” and that “not all people who call themselves Zionists share the same opinion about the exact territory, principles, etc of the State of Israel”. In this letter’s goal to ban all Zionist narratives from campus, it marginalizes any Jewish students who believe in any right of Jews to self-determination in their homeland. We have a right as Jewish people to define what is and is not antisemitic, and firmly believe that non-jewish people have no right to define this on our behalf. This is similar to how we would never speak over an LGBTQ+ identifying person or BIPOC person, to define queerphobia or racism on their behalf.

Jews have a right to define their oppression. It is not up to non-Jews to determine what is and isn't antisemitic. I would like to remind you all that the Jewish people are a minority group. We are also the most frequent target of religious bias-related hate crimes in all of North America. As the representative of the Jewish people of Guelph, Guelph Hillel would be willing to provide training on antisemitism, how antisemitic rhetoric manifests, and how antisemitism is expressed on University campuses. We firmly believe that certain individuals on this call would benefit from such service and training, and we are sure the same can be said about the student body at large.

Guelph Hillel stands in solidarity with the Jewish people. In recent weeks, we have been frequently subject to violent acts of antisemitism and Jewish hatred. We condemn the recent attacks on the Jewish homeland and its civilians. We condemn the violent attacks on Jewish people globally, owing to the rising presence of antisemitism, most notably in the media. We condemn all those who fabricate, share, or support misinformation which promotes antisemitism and unfounded Jewish hatred. We condemn the actions and words of all individuals who foster an environment which promotes conflict and hatred of target groups, especially at our own campus.

The proposed statement blatantly fails to recognize the negative implications of the conflict on the Jewish people. As such, I would like to share 5 ways in which you can all stand in solidarity with the Jewish people when talking about the Israel-Palestine conflict:

1. Be conscious not to erase middle eastern or arab Jewish voices.
2. Don't reduce zionism to a single ideology.
3. Recognize the relationship Israel has to Jewish identity in the context of Jewish history
4. Don't generalize about Jews or Israelis and don't speak on behalf of Jews or Israelis.
5. Understand why holocaust imagery and language of genocide is problematic and extremely offensive for Jewish students.

We all deserve the basic right to peace, safety, and security in our lives and on campus, including the Jewish people. Given this, I urge the CSA to not pass the statement that was drafted by the MSA and PSSA. Given the previous accusations leveled against Guelph Hillel, it is clear that this statement has not been made in good faith and in consideration of all of the CSA's constituents.

Had Guelph Hillel been consulted, or encouraged to participate in the creation of a statement that considered the safety of ALL students on campus, we would not have the same concerns we have brought to you. The proposed statement has not shown any consideration of the antisemitic rhetoric it creates. The language surrounding sanctions and divestments promotes the marginalization of the vast majority of Jewish students, many of whom have strong ties to Israel. We ask that the CSA vote against publishing the statement provided by MSA and PSSA.

Should the CSA, acknowledging the concerns of Jewish students, vote to not publish the proposed statement, we hope that our peers at the MSA and PSSA will be willing to work with Guelph Hillel on a joint statement that focuses on promoting peace, safety, security for all impacted individuals.

CSA Board of Directors Meeting # 2A - June 23, 2021  
Item. 2A.12.2 PRESENTATION: Guelph Chabad



# Fighting Misinformation

Presented by Chabad of Guelph  
Wednesday, June 23, 6pm





# Agenda

1. Countering previously reported misinformation
2. Why the MSA proposal is hateful & wrong
3. How the CSA can make a positive difference



## Anti-Israel Misinformation - refuted

1. Israel (ie Jews as a collective) has no historical or legal right to the land
2. Israel is an apartheid state
3. Israel is practicing ethnic cleansing on the Palestinians



# Correcting the misinformation

- Jews are indigenous to Israel, with more than 3,000 years of uninterrupted history in Israel



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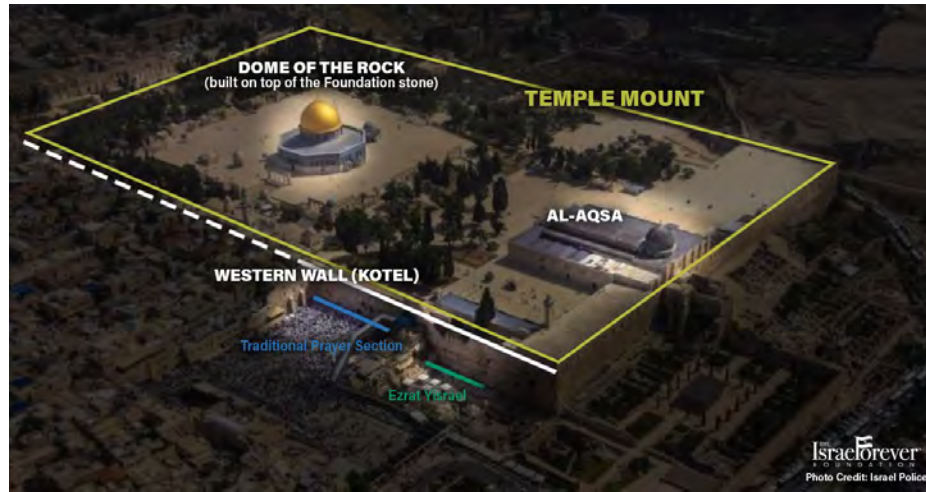
# The Jewish People's 3,000 year history in Jerusalem

- Calling the Jewish People's return to their historic homeland "colonialism" is an utter fiction, and a denial of 3,000 years of Jewish history



# The Jewish People's 3,000 year history in Jerusalem

- The Jewish people's history in Jerusalem is so long, the Al Aqsa mosque is built atop the Temple Mount - site of the first 2 Jewish Temples (destroyed by the Babylonians & Romans)



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## What is Zionism?

- MSA claims Zionism is racist & colonialist
- Zionism is the Jewish People's desire for self determination in their historic homeland - a right that all peoples, including the Palestinians - have



# Israel is a legal owner, NOT an occupier

- The United Nations Partition Plan offered two states - a Jewish and an Arab one
- Jewish delegates to the UN accepted, while Arab delegates said no
- Hours after declaring independence, Israel was invaded in 1948 by Arab armies



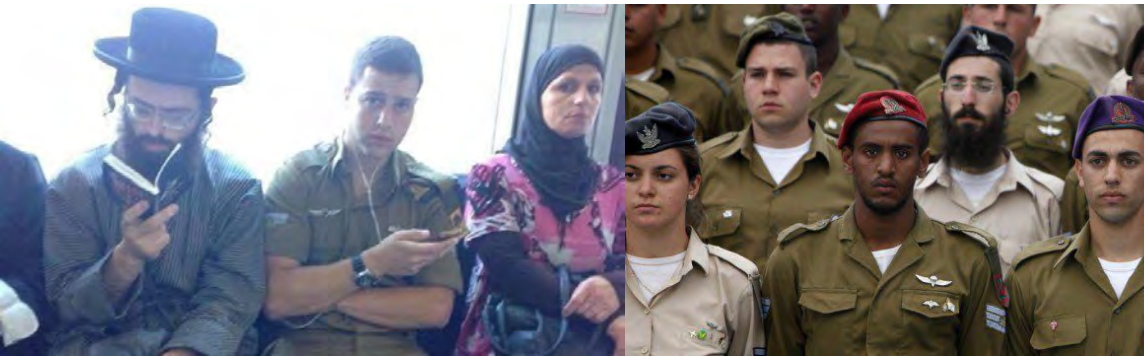
NY488-5/18- BEERSHEBA, PALESTINE, recruits to the Arab Army of Liberation here parade proudly before their fellow townspeople before leaving to join the main Arab



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# The Misinformation: Israel is an apartheid state

The Truth: Israel is a liberal, democratic, diverse, free society



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## Meet Israel's new rising political party: United Arab List (Ra'am) - Member of Israel's new government





## Growth of Jerusalem's Arab population

- MSA says Israel is conducting “ethnic cleansing.” That is false

Jerusalem:

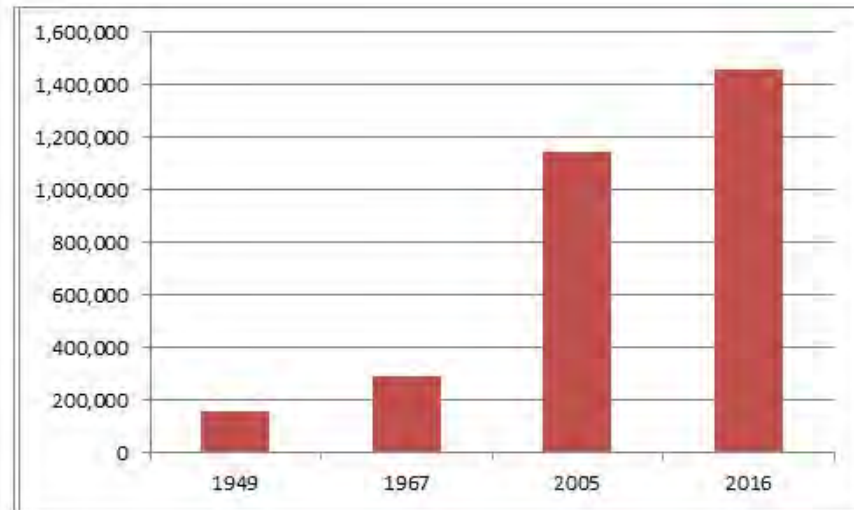
1987- Muslim population 121,000 (25% of the overall population)

2016 - Muslim population 320,000 (36% of the overall population)





## The growth of Israel's Muslim population



# Summary

1. There is no “ethnic cleansing” or apartheid against Palestinians
2. Jews have historic, moral and legal rights to be in Israel
3. Zionism is the Jewish People’s right to self determination, a right that \*ALL\* peoples have
4. Denial and misrepresentation of Zionism is the denial of Jewish self-determination in their historic homeland





## So what is the role for CSA?

- The anti-Israel misinformation is both false, unhelpful and hurtful
- How can the CSA play a meaningful and productive role?

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## The problems with MSA's argument (beyond the disinformation)

1. Boycotting Israel (BDS) is hateful and discriminatory to Jews and anyone connected to Israel
2. BDS only harms both Israelis AND Palestinians - it offers no solutions
3. A growing number of universities are rejecting BDS



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## Denying Jewish self determination is antisemitic

*“One of the young men present happened to make some remark against the Zionists. Dr. King snapped at him and said, “Don't talk like that! When people criticize Zionists, they mean Jews. You're talking anti-Semitism!”*

*- Rev Dr. Martin Luther King, JR (Encounter magazine, December 1969, p. 24)*



# Jews are the #1 biggest target of religious hate crimes in Canada

- During last month's violence in the Middle East, Jews were assaulted throughout Canadian cities
- Statscan: Jews are the #1 target for religiously motivated hate crimes



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## The MSA demand is insulting & discriminatory

- Condemning the Jewish People's right to self determination sends a clear message to Jews on campus: you are not welcome here
- The CSA represents all students at U of Guelph; adopting the MSA demand would be a slap in the face to all Jewish students, and a message that the CSA is unconcerned about further isolating the Jewish community





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## A growing number of organizations are rejecting BDS

- Concordia Student Union (April 20, 2021)
- Student Federation of the University of Ottawa (March 13, 2018)
- University of Winnipeg Students' Association (October 27, 2017)
- Kings University College at Western University (March 2017)
- Students' Society of McGill University (February 27, 2016)
- Waterloo Undergraduate Student Association (January 26, 2016)



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## The MSA proposal does nothing to advance peace

- Peace will only come with acceptance of coexistence
- The MSA proposal denies the right of the Jewish People to have a state of their own, in their historic homeland
- BDS does \*nothing\* to help Palestinians, but drive a wedge between Jews and Arabs
- BDS efforts only harm the livelihoods of Palestinians



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## Therefore, we call on the CSA...

1. To reject this hateful, antisemitic and discriminatory proposal from the MSA
2. To adopt the IHRA (International Holocaust Remembrance Assembly) definition of antisemitism, which has been adopted by the federal government and 35 other countries, which states that denial of the Jewish people's right to a state of their own, is antisemitic
3. To publicly support the university's Jewish population, who are part of the #1 target of religious hate crimes in Canada



## Citations:

Slide 4 -

<https://www.istor.org/stable/30096081>

<https://www.britannica.com/topic/Temple-of-Jerusalem>

<https://www.minnpost.com/community-voices/2021/06/dont-erase-our-history-the-jewish-people-are-indigenous-to-the-land-of-israel/>

Slide 11 -

<https://www.jewishvirtuallibrary.org/population-of-jerusalem-1844-2009>

Slide 12 -

<https://mfa.gov.il/mfa/foreignpolicy/issues/pages/facts-and-figures-islam-in-israel.aspx#:~:text=The%20Muslim%20population%20of%20Israel,1949%20to%20over%201%2C454%2C000%20today>

Slide 17 -

<https://globalnews.ca/news/4154391/toronto-school-anti-semitic-graffiti/>

<https://toronto.citynews.ca/2019/04/28/antisemitic-graffiti-vaughan/>

Slide 19 -

[https://www.bnaibrith.ca/bds\\_referendum\\_quashed\\_at\\_western\\_university/](https://www.bnaibrith.ca/bds_referendum_quashed_at_western_university/)

<https://www.bnaibrith.ca/concordia-student-union-abandons-bds/>

<https://www.uottawa.ca/gazette/en/news/statement-president-jacques-fremont-sfuovote-bds>

<https://www.cjnews.com/news/canada/university-winnipeg-students-beat-back-bds-motion>

<https://reporter.mcgill.ca/students-reject-bds-motion/>

<https://www.cija.ca/uw-rejects-bds/>

Slide 20 -

<https://www.washingtoninstitute.org/policy-analysis/palestinian-case-against-bds>

**Motion**

Board of Directors Meeting # 4  
July 28, 2021

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**Item 2.5.2**  
**Approval of Past Board Minutes – June 23, 2021**

**MOTION** that the Minutes be approved for CSA Board Meeting # 2A – June 23, 2021.

**Moved:**

**Seconded:**

**Minutes #6**  
**Executive Committee Meeting**  
June 25<sup>th</sup>, 2021 @ 12:00 pm – Microsoft Teams

**Members:** Nicole Walker (President), Sara Kuwatly (VP Student Experience), Lisa Kazuhara (VP Academic), Shilik Hamad (VP External)

**Regrets:** None

**Guests:** None

**1.0 Call to Order @ 12 pm**

**2.0 Adoption of the Agenda**

2.1. Approve the Agenda

2.2 Declarations of Conflicts

**3.0 Comments from the Chair**

- Due to time limitations, we tabled 7.3 *Return 2 Campus Student Experience – Follow up & Discussion* from our June 16<sup>th</sup> meeting to our meeting today.

**4.0 Approval of the Previous Executive Committee Minutes**

4.1 Minutes from June 16<sup>th</sup>, 2021 were approved.

**5.0 Executive Updates**

5.1 President

5.1.1 HR/Operations Update

- HR Support Team training was on Wednesday
- Developing a timeline for Return to Campus for services
- Bike Centre return to campus plan was approved today. Next step will be to start contracting work.

5.1.2 Upcoming Transition Training

- Continuation of the Parliamentary Procedures training

5.1.3 Digital Wayfinding Focus Group

- CCS want a focus group for better digital wayfinding technology and are looking for student volunteers. VPSE volunteered.

#### 5.1.4 Student Leadership Training & Summer Certificate

### 5.2 Vice President Student Experience

#### 5.2.1 Supervisory (JD Objective check-in, Demand, & time log checkup)

- Clubs:
- SE&RM: hiring committee for the SERM has been struck and the job posting will close on July 7<sup>th</sup>.
- SafeWalk: initial planning for re-opening, current timeline is to re-open mid-October.

#### 5.2.2 Events

- Starting to get feedback from Orientation Team about our events.

#### 5.2.3 Educational Webinars

- Will be following up with Student Experience

### 5.3 Vice President Academic

#### 5.3.1 Supervisory (JD Objective check-in, Demand, & time log checkup)

- SHAC: June first full team meeting

#### 5.3.2 Student Memorial Service Planning

- Arboretum plans finalizing for the Fall ceremony
- Discussing further improvements to the site
- Initiating detailed planning for the service

#### 5.3.3 - Open and Accessible Course Content Task Force

- Reviewing submissions from University partners regarding improving open education resources.

### 5.4 Vice President External

#### 5.4.1 Supervisory (JD Objective check-in, Demand, & time log checkup)

- Bike Center re-opening: moving forward with phase I re-opening.

- FoodBank: hiring committee will be interviewing and hiring within the next two weeks

#### 5.4.2 Transit and Post-Secondary Bus Pass Outreach

- Struck the referendum committee
- The referendum question will be proposed to the Board on July 28 for approval
- Working with the GSA VPE on outreach

#### 5.4.3 ISS & CSA Collaboration

- Biweekly meetings with ISS to put together workshops and events (healing circles, workshops for non-Indigenous students)

#### 5.4.4. Guelph Campus Coalition

- Second meeting of the year yesterday.

### 6.0. Business

#### 6.1 Exec Training Continuous Improvements & Feedback

#### 6.2 Carleton Post-Secondary Mental Health Action Plan

- VPE and VPSE met with the Carleton student union last Friday.
- They are working with different student unions across the country on an open letter and petition to be presented to the government requesting better mental health funding and resources to post-secondary institutions.
- VPE and VPSE will be reaching out to our Student Wellness Services to give them a heads up of the letter and ask whether they have any demands that they would like us to highlight.

#### 6.3 START International Event Brainstorming

- Execs met earlier this week and agreed to do a Trivia event for 1<sup>st</sup> year International Students.
- The START International team approved the proposal for the event and will be reaching out with any further feedback.

#### 6.4 Follow up: Concerns around Feeling Better Now – Statistics from Gallivan

- Renewing it for an additional year but will be conducting a comprehensive review of the service and a deeper analysis of the statistics.

#### 6.5 Open Letter in Solidarity with Laurentian Students and Workers



- The motion for the CSA to sign onto the letter was passed by the Board at their last meeting.

## **7.0 New Business**

### **7.1 Return 2 Campus Student Experience – Follow up & Discussion**

- Concerns around BIPOC students' feelings of safety were brought up and VPSE requested that there would be more promotion and advertisements for cultural- and faith-based groups.
- Concerns around Jewish students' feelings of safety with the rise of anti-Semitic behaviour was also brought up
- The VP of Student Affairs and Student Experience will be following up on these concerns
- Discussions around student leader's behaviour in promoting respecting students boundaries with respect to the pandemic (e.g. individuals' preference to wear a mask and sanitize surfaces, etc.).

### **7.2 SafeWalk Reopening & Considerations from the BIPOC Coalition**

- BIPOC Coalition: concerns from BIPOC students around feeling unsafe walking with SW individuals who may be deemed safe by SW.
- CSA concerns around whether this would fall under the SW umbrella, but the CSA is willing to work with queer and BIPOC services

### **7.3 University of Guelph Judicial Committee Representative**

- VPE & VPA

### **7.4 The Canadian Postsecondary Education Alcohol and Drug Survey**

- The results of the survey will be presented to the CSA exec in a few weeks followed by discussions with Wellness services on how to proceed (depending on the results)

## **8.0 In Camera**

## **9.0 Adjournment @ 1:12 PM**

**Minutes #7**  
**Executive Committee Meeting**  
July 6<sup>th</sup>, 2021 @ 11:15 am – Microsoft Teams

**Members:** Nicole Walker (President), Sara Kuwatly (VP Student Experience), Lisa Kazuhara (VP Academic), Shilik Hamad (VP External)

**Regrets:** None

**Guests:** None

**1.0 Call to Order @ 11:20**

**2.0 Adoption of the Agenda**

2.1. Approve the Agenda

2.2 Declarations of Conflicts

**3.0 Comments from the Chair**

- Due to consistent time limitations during our meetings, I have extended our meetings from 60 minutes to 75 minutes. Last week was the first meeting as 75 minutes and I felt it was enough time for discussion, but can make changes to allotted time, if needed.
- Meeting for June 30<sup>th</sup> was rescheduled to July 6<sup>th</sup> due to a sick day by the President.

**4.0 Approval of the Previous Executive Committee Minutes**

4.1 Minutes from June 25<sup>th</sup>, 2021 were approved.

**5.0 Executive Updates**

5.1 President

5.1.1 HR/Operations Update

- Return to Campus planning: auditing office spaces to determine what will be needed for staff and services to return to campus.
  - Reviewing what services can be offered in a hybrid model

5.1.2 Upcoming Transition Training

- Elections and Referendum training this week
- Still have to plan a team building training for the entire staff – sometime in August.

### 5.1.3 Health & Dental Plan Committee Update

- The Committee met on June 24<sup>th</sup> - the changes that have been made due to the surplus will remain for now. The use will be monitored to see how it impacts the surplus and assess whether it is sustainable or not.
- Vaccine rollout on campus has been amped up.
- Increasing promo for Feeling Better Now.
- Removed the upper age limit for the plan (70) following a complaint from a mature student.

## 5.2 Vice President Student Experience

### 5.2.1 Supervisory (JD Objective check-in, Demand, & time log checkup)

- Clubs: Clubs Days platform discussions.
- SE&RM: Job posting closes tomorrow – the hiring committee will be meeting soon.
- SafeWalk: Revising job descriptions to start hiring.

### 5.2.2 Events

- Orientation Team feedback: Submitted all of our events with the updated information as requested (except Livestock from the Bullring) - waiting for more feedback.

### 5.2.3 Educational Webinars

- Put on hold for now after feedback from student orgs.

### 5.2.4. Committees

- SWAG: a lot of Student Wellness services will continue to be offered in a hybrid model.
  - Student Health Services are providing vaccines to students (separate from the UC clinic). Currently they are prioritizing students who haven't had their first dose – but anyone can book an appointment.

### 5.2.5. Social Media

- In contact with VPE and GSA VPE to plan bus pass promo.
- Got feedback from a Board member around launching a social media campaign that reiterates what the CSA does.

## 5.3 Vice President Academic

#### 5.3.1 Supervisory (JD Objective check-in, Demand, & time log checkup)

- Regular check in with the SHAC Coordinator.

#### 5.3.2 Student Memorial Service Planning

- Continued planning – reaching out to University departments.

#### 5.3.3 Working on students' concerns regarding Fall 2021

- Students are concerned about being fully in-person with no option for hybrid classes.

#### 5.3.4 Food Bank Support

- Helping out at the FoodBank

### 5.4 Vice President External

#### 5.4.1 Supervisory (JD Objective check-in, Demand, & time log checkup)

- Bike Center re-opening: moving forward with phase I re-opening.
  - Contracted workers have been making great progress – started on June 28<sup>th</sup>.
- FoodBank: Interviews will be starting today for the Coordinator position.

#### 5.4.2 Transit and Post-Secondary Bus Pass Outreach

- Hoping to get information out by the last week of July.

#### 5.4.3. Indigenous Solidarity

- Working with the ISS to put together an event within the next month.

## 6.0. Business

### 6.1 Exec Training Continuous Improvements & Feedback

### 6.2 Carleton Post-Secondary Mental Health Action Plan

- Student Wellness Services were very receptive and are willing to meet with VPSE to discuss the letter.

### 6.3 Return 2 Campus Student Experience – Follow up & Discussion

## **7.0 New Business**

### 7.1 Guelph Tool Library Partnership Request

- Reached out with a proposal for student membership, that has been approved
- President & VPE will be meeting with the GTL to discuss future direction of partnership for students

### 7.2 EAF Application

- Enabling Accessibility Fund for Winegard walk
- Grant proposal to update the pedestrian ramp outside the library.
- Looking for testimonials and letters of support by July 29th

## **8.0 In Camera**

- There was no in camera.

## **9.0 Adjournment @ 12:15 pm**

**Motion**

Board of Directors Meeting # 4

July 28, 2021



**Item 4.6**

**Executive Committee Minutes**

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

4.6.1 Meeting # 6 – June 25, 2021

4.6.2 Meeting # 7 – July 6, 2021

**Moved:** Sara Kuwatly, VP Student Experience

**Seconded:**

## Executive Update

President

July 28, 2021



Hello Board of Directors,

I hope you are having a wonderful summer! Since our last meeting, much of the focus has shifted to hiring, planning for the CSA's return to campus, and preparing for the fall semester. It has also been great getting to know folks on the board better through committee work and hiring committees. Thank you to everyone who has volunteered to participate in committee work thus far, and I look forward to continuing to hear about the work you do to better the CSA and enrich the student experience!

### Ongoing Projects:

**Return to Campus:** We are currently working on the plan to transition our services and operations back in person as COVID-19 restrictions continue to evolve.

- **Space Audit:** An audit of the office space was conducted to determine what needs to be cleaned, replaced, fixed, etc. as most of us have not been operating out of the CSA space since the pandemic started.
- **CSA Employees Return to Campus:** The Executive Committee met to discuss the Exec's return to the offices, and I am currently in the process of meeting with the permanent staff to do the same.
- **Return to Campus Applications & COVID Safety Plan:** A contracted worker is assisting with the Return to Campus applications and developing a COVID safety plan. A COVID safety plan is important for staff, students, and visitors to understand the measures in place to keep everyone safe.
- **Front Office Reopening:** We currently looking at re-opening the Front Office for half days in the last two weeks of August for a few days/week. We are hoping to fully re-open during the week of September 7th. More information will be posted on our website and social media once finalized.

**Third Business Office Staff Members Hiring:** Our external HR consultant has posted the position and is currently vetting and interviewing candidates. Once the applicant pool is narrowed to two candidates, the CSA will then select a hiring committee to interview the candidates. Additionally, renovations to the bookkeeping space in the business office are necessary to ensure there is office space for a third business office staff. We met with UC staff last week and are working to have the renovations completed by September.

### General Updates

#### Transition:

- Conflict Resolution with our External HR consultant
- Workplace Violence & Harassment Training
- Elections & Referendum Training

## Executive Update

President

July 28, 2021



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### Student Leadership Certificate Training Sessions:

- Exploring the Foundations of Leadership
- Joy of Conflict: Managing Conflict Through Effective Communication
- Community Development & Relationship Building

**Fall 2021 By-Elections:** The Policy & Transition Manager and I have an initial elections planning meeting this Friday, with regular meetings scheduled for August through to mid-October with the CRO.

### Committees:

**Front Office Hiring Committee:** The hiring committee met and offered interviews to qualified candidates. Interviews are happening this week and we are hoping to send an offer out by July 30<sup>th</sup>.

**Health & Dental Plan Committee Update:** The Committee met on June 24<sup>th</sup> – no additional changes have been made to the Health & Dental Plans. We will be monitoring the use of the plans by students to determine how it impacts the surplus and assess whether it is sustainable or not before making additional changes to the plan. At the next meeting, we will be discussing the promotional strategy for Feeling Better Now. Up until now, there was an age limit on the Health & Dental Plans of 70. At our last meeting, we voted to remove the upper age limit for the plan (70) following a complaint from a mature student. Additionally, the August Health & Dental Newsletter is being finalized and will be sent out mid-August.

**Joint Health & Safety:** The committee met last week. We discussed the need for immediate inspections (Front Office, Bullring, Bike Center, Foodbank) and will be creating an inspection timeline for the semester. These inspection reports will also inform us of the necessary steps to ensure a safe re-opening of our CSA spaces.

**Policy & Bylaw Review:** This committee has met three times so far this summer. We have made some changes to the Electoral Policy regarding re-elected. Some research I am working on with the Policy & Transition Manager is regarding the organizational planning & reporting process to ensure the president is accountable to the board. I have reached out to CFS to inquire how to better report progress to the Board and will hear back by the end of this week with compiled resources.

If you have any questions, feedback, or ideas, I encourage you reach out and I would be happy to connect with you!





## ***Sara – CSA VP Student Experience***

Hi friends! Hope you're all doing well and staying cool!! Here's what I've been up to:

- Services:
  - Clubs: things have been kind of slow. Currently preparing for accreditation and clubs days.
  - SE&RM: the job posting opened and closed and unfortunately, we only got three applications. Two of the applications were incomplete. So, we are re-posting it next week.
  - SafeWalk: working on re-opening planning.
- Committees:
  - The UofG is doing a new training that's available on CourseLink – it's called Positive Space: <https://www.uoguelph.ca/diversity-human-rights/education-training-resources/positive-space-project>.
- Other work:
  - The CSA Exec have been meeting with Execs from Guelph Hillel – we have been meeting bi-weekly working on rebuilding the relationship and trust between the CSA and Hillel. Very excited to keep updating you folks on the progress we've been making!
  - I met with folks from Student Wellness regarding the Canadian Postsecondary Education Alcohol and Drug Use Survey in 2019/2020. The results at UofG were a little concerning – Student Wellness and the CSA will be working on programming and initiatives to address these concerns.
- Events:
  - O-Week: all of our events are ready! I am so excited to announce them soon!!
  - START International: The CSA is participating in a couple of events with the START International team. We are doing a Trivia event as well as participating in a Resource Fair type event.
  - International Student Organization: The ISO is hosting the CSA for an Instagram live next week (July 28<sup>th</sup>)

## CSA VP Academic Update: July 28<sup>th</sup> CSA Board Meeting

Hi folks, I hope you are enjoying your summer.

I have been working on students' concerns regarding Fall 2021. The main concerns are about some courses being fully in-person with no options for hybrid classes. I brought up some accessibility concerns and discussed on how the University can better accommodate students.

I also continued supporting the Foodbank.

### ***Important Dates:***

- Co-curricular Experiential Learning Integrity Committee – August 4<sup>th</sup> @10:30 AM
- Calendar Review Committee – August 9<sup>th</sup> @1:30 PM
- Student Leaders and Admin Meeting – August 12<sup>th</sup> @2:30 PM
- OACCTF Meeting – August 5<sup>th</sup> @1:00 PM, August 26<sup>th</sup> @ 1:00 PM

### ***Ongoing Projects:***

- Student Memorial Service
  - Finalizing the day of the service.
- Reviewing policies for some committees such as the Accessibility Working Group SHAC Advisor Committee

### ***Committees:***

- CELIC (Co-curricular Experiential Learning Integrity Committee) – July 7<sup>th</sup>
  - Reviewed the Co-curricular Inclusion Criteria.
- Open and Accessible Course Content Task Force (OACCTF) – July 22<sup>th</sup>
  - Short updates from people at the meeting

### ***Services:***

- Student Help and Advocacy Centre (SHAC)
  - Biweekly check-in with the coordinator
  - Monthly Meeting with the coordinator and assistants to plan for the fall reopening

**Hello!! I am so happy to be here and to see you all and I hope you are having a wonderful day today :)**

### **SERVICES:**

Foodbank: We have hired a Foodbank Coordinator and are in the process of hiring our Foodbank Assistant!

Bike Centre: Lots of great progress happening with the BC Reopening Plan, and our contracted workers have been working hard to get the BC open as soon as possible! We are also beginning our hiring process for the BC Coordinator so if you know someone who's interested, please get the word out!

Transit: The GSA, CSA, and Transit have been working hard on putting our referendum together to bring the U-Pass back and confirm a new contract. Current bus passes, which include the Affordable bus pass and the post-secondary bus pass, will continue to be offered until the end of 2021. We will begin advertising for transit options in the Fall very soon and have struck a Post-Secondary Bus Pass subcommittee to get this rolling. Otherwise, we'll make sure to get our transit information out as soon as possible!

### **EXTERNAL AFFAIRS AND COMMITTEES**

#### CFS Ontario Executive Committee Meeting

- Met with the CFS OEC on July 22, 2021.

#### Guelph Campus Coalition

- Will be meeting on July 29th for our third meeting of the year!

### **CAMPAIGNS**

#### Fairness For International Students

- Met with the ISO and discussed ways we can advocate for more support for our international students.

### **SOLIDARITY/EQUITY**

- BIPOC Students Coalition The BIPOC Students Coalition meets every week on Thursdays from 12:30pm – 1:30pm. This coalition is a safe space for any BIPOC student to connect with the CSA to socialize, build relationships, and share concerns.
  - We are organizing a BIPOC Coalition O-Week Event called The BIPOC University Experience! This is an opportunity for racialized professors and students to come together and network, ask questions, and promote inclusion within our community.

- Will be hosting an Indigenous Healing Circle Event with the Indigenous Student Society in Mid-Late August. Additionally, we are organizing an Indigenous Awareness workshop hopefully in September.
- Meeting with special status groups and clubs to discuss how we can move forward in ensuring student safety on campus and how these groups can support each other in their campaigning and solidarity efforts.

**Motion**

Board of Directors Meeting # 4

July 28, 2021



**Item 4.7  
Executive Updates**

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

- 4.7.1 President
- 4.7.2 VP Student Experience
- 4.7.3 VP Academic
- 4.7.4 VP External

**Moved:**

**Seconded:**

**Service Update**

Bike Centre - Update # 3

July 23, 2021

**Service Name**

Bike Centre

**Service Representative**

Shilik Hamad, CSA VP External

**Service Overview**

The Bike Centre is a do-it-yourself bike repair shop. This service offers access to the tools, parts, and training necessary for bicycle maintenance, along with a team of volunteers that are available to assist users and facilitate learning. Workshops are hosted by experienced technicians who educate and create awareness about bicycle maintenance and safety and address bicycle-related oppression issues.

**Major Activities - Reopening Plan Progress****Phase I and II of the Project - Objectives**

Contract two workers to complete Phase I and Phase II projects to clean and declutter the BC, including the basement until work is complete per revised BC COVID-19 Operating Manual. This also includes reorganizing work area to create two identical workstations and prepare space per CSA BC COVID-19 Operating Manual.

**Phase I and II of the Project – Completed Tasks****Downstairs Cage Area:**

- Moved project bikes to upstairs and adjacent hall hangers.
- Removed shelf units and scrap items.
- Moved and sorted spare parts upstairs.
- The downstairs cage area is currently clean from all BC equipment!

**Office Room:**

- Replaced old shelf unit with new, stable shelf unit.
- Rearranged new tires in office (from downstairs).
- Discarded old couch in office - replaced with new couch from CSA office.
- Cleaned up miscellaneous items on table.

**Service Update**

Bike Centre - Update # 3

July 23, 2021

**Main Garage / Workspace:**

- Went through, organized, and discarded the bins pertaining to front forks, freewheels/cassettes, handlebars, brake parts, rear/front derailleurs, cranks, crank arms, gear shifters, pedals, and tires.
- Talled up lost and stolen tools for order.
- Placed an order through Babac to replace the stolen tools. (Most of the stolen tools have been ordered, however, some are outstanding due to some of the tools being "out of stock" at Babac.)
- "Wishlist" created for Canadian Tire Tools to replace stolen tools from Canadian Tire.

**Bike Storage Room:**

- Went through and organized wheels and rims.
- Filled bike hangers with bicycles from the downstairs cage area.

**Future Items to Complete:**

- Purchase tools from Canadian Tire to Replace Canadian Tire tools that were stolen.
- Purchase the remaining tools from Babac when they become in stock/join "waiting list" until tools become available.
- Confirm the type and the extent of room improvements required to meet the Return to Campus requirements/COVID-19 Safety Protocol.
- Complete room improvements or general safety (eg. shelf restraints attached to wall).
- Health and Safety Inspection is required prior to opening (to ensure fluid storage and disposal is done correctly).
- Additional office and sink cleaning.
- Additional sorting of small components (eg. brake barrel adjusters).

**Additional Information and Updates:**

- The Canadian Tire 'wish list' will include a second heavy-duty metal cart with wheels and two bins to fit on the bottom shelf of each cart.
- Our contracted workers have determined it would be best to have BC staff pull tools for visitors (placing them on the cart as required), rather than setting up two identical tool boards. After use, visitors would place their tools in the

**Service Update**

Bike Centre - Update # 3

July 23, 2021



provided bin. BC staff members would then empty the bin, clean/sanitize tools, and put everything back in its place

- We will also be planning for Physical Resources to conduct a Hazardous Waste inspection and advise as to proper storage and disposal of chemicals/solvents.

**Communication with the Board & Members of the Bike Centre Reopening Working Group**

Members of the Bike Centre Reopening Working Group will be given updates on the progress of our reopening plan every Friday.

**Additional Updates**

**Vacation Time Off**

Due to vacation blocks for the CSA and our contracted workers, the contracted work will continue starting August 9th.

**Health & Safety Inspection**

Our office manager, Laura, has helped with conducting a Health & Safety Inspection and we will be receiving that information soon.



**Motion**

Board of Directors Meeting # 4

July 28, 2021



**Item 4.9.1**

**Bike Centre Service Update # 3 – July 23, 2021**

**MOTION** to receive the Bike Centre Service Update # 3 dated July 23, 2021, as information.

**Moved:** VP External, Shilik Hamad

**Seconded:**

**MINUTES**

Policy & Bylaw Review Committee (PBRC)  
 Meeting # 1 – June 23, 2021 – 1:00 pm  
 Microsoft Teams



**Attendance**

**Members**

Pete Wobschall, Chair	Policy & Transition Manager	Present
Shawna Perrit	Director	Present
Jena Ashley	Director	Present
Nicole Walker	President	Present

**Guests**

N/A	N/A
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**Scribe**

Pete Wobschall	Policy & Transition Manager
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<p><b>1.0 Call to Order</b></p> <p>‘Quorum shall be three ratified members, one of which must be a Director of the CSA.’</p> <p>1.0.1 Attendance</p> <p>Attendance taken, quorum verified, and meeting called to order at 1:05pm.</p>
<p><b>1.1 Adoption of the Agenda</b></p> <p>1.1.1 Approve the Agenda</p> <p>No items were added to the agenda.</p> <p>1.1.2 Declarations of Conflicts</p> <p>No conflicts were declared.</p>
<p><b>1.2 Ratifications and De-Ratifications</b></p> <p>1.2.1 N/A</p>
<p><b>1.3 Comments from the Chair</b></p>

**MINUTES**

Policy &amp; Bylaw Review Committee (PBRC)

Meeting # 1 – June 23, 2021 – 1:00 pm

Microsoft Teams

**1.3.1 Agenda Packages Timing**

PTM apologized for sending the meeting package so late at yesterday end-of-day and indicated that the approach to the meeting will accommodate for that by going through items together slowly. The delay was due to a personal emergency day taken this past Monday and the required work associated with the added board meeting for this week.

The PTM indicated that the intent is for agenda packages to go out the week prior to a meeting, and no less than three business days prior. The PTM will indicate in agenda packages what information members should review before meetings to make the meetings most productive and respecting the limited personal time of Directors on the committee.

The PTM advised Shawna as a new member, to please interrupt if there are questions of context around agenda and discussion items.

**1.4 Approval of Past Minutes****1.4.1 PBRC Meeting # 7 – April 8, 2021**

There were no minutes for meeting # 7 as quorum was not reached. The time was used productively as Executive transition time with Nicole as the group reviewed meeting # 6 minutes and context around meeting # 7 agenda items.

**1.4.2 PBRC Meeting # 6 – March 25, 2021**

Approved with no changes and to go to the next board meeting to be received as information.

**1.4.3 Review Action Items from Previous Meeting**

The following action items were identified from Meeting # 6, March 26, 2021 minutes as incomplete:

- Determining the length, and timing for Director terms (2-years, and switching from May – April to Sept – Aug).
- Virtual Meetings – determining the model to be used into the future (in-person, virtual, or hybrid).

**ACTION:** PTM to add to future meeting agenda.

**1.5 Working Group Updates and Reports**

1.5.1 N/A

**MINUTES**

Policy &amp; Bylaw Review Committee (PBRC)

Meeting # 1 – June 23, 2021 – 1:00 pm

Microsoft Teams

**1.6 Business****1.6.1 Review Summer PBRC Meeting Schedule**

The group reviewed the summer schedule of PBRC meetings:

- Thurs, June 23, 1:00 - 2:30 pm
- Mon, July 12, 10:00 - 11:30 am
- Mon, July 26, 10:00 - 11:30 am

**1.6.2 PBRC Outstanding Issues & Priorities**

The group reviewed this document and the PTM explained its intended use. This document is intended to be used to track PBRC to do items, and for the group to use to help prioritize issues to address at meetings.

The President also had a personal list of PBRC to do items that were added to the PBRC document.

**ACTION:** PTM to add using the PBRC Outstanding Issues & Priorities document to guide a prioritization of issues to address exercise at the next meeting.

**1.6.3 PBRC Report # 2**

The group reviewed and approved the 2021-2021 PBRC Final Report.

**ACTION:** PTM to include in next Board Package (July 7).

**ACTION:** Send email re Vice Chair w responsibilities to Shawna and Jena.

**1.6.4 Executive Candidate Elections Eligibility**

The group reviewed the proposed revisions for Appendix G, Sections 4.1.1 and 4.1.3 based on Executive Committee recommendation from April 2021.

The group identified an issue with the proposed revisions: What if an Exec wants to run for a second term, how is this affected by these revisions?

**ACTION:** PTM to investigate and report back at next meeting.

**1.6.5 Bylaw 3 – Financial, 5. Budgeting Process**

The group discussed the former President and Business Manager's recommendations to revise this section as presented in the meeting package.

**MINUTES**

Policy & Bylaw Review Committee (PBRC)

Meeting # 1 – June 23, 2021 – 1:00 pm

Microsoft Teams



<p>The group reviewed and approved the proposed revision to Bylaw 3, S 5.0 as presented in the meeting package.</p> <p><b>ACTION:</b> PTM to present to proposed policy revision to Bylaw 3, S 5.0 at next board meeting for NOTICE.</p> <p><b>1.6.6 (Proposed) Appendix J - Committees, Section 1.0 Review</b></p> <p>Finalizing Section 1.0 Committees Overview was not addressed due to time limitations.</p> <p><b>ACTION:</b> PTM to add this item to the next meeting agenda with a note to members to review prior to the next meeting.</p> <p><b>1.6.7 Revised Appendix D - Bullring HR Policy</b></p> <p>Bullring-related policy revisions went to the board on May 26, 2021 and were all approved.</p> <p><b>ACTION:</b> PTM to remove this item from the OBL (below).</p> <p><b>1.6.8 Elections Policy Review Working Group Update</b></p> <p>The PTM provided an update on this working group’s activities and next steps. Next meeting will include developing an action plan moving forward to pick up where the working group left off, and to address referendum-related content.</p> <p><b>ACTION:</b> PTM to add to the next meeting agenda.</p>
<p><b>1.7 New Business</b></p> <p>1.7.1</p>
<p><b>1.8 In Camera Session</b></p>
<p><b>1.9 Adjournment</b></p> <p>1.9.1 Review next meetings date(s)</p> <p>1.9.2 Review Outstanding Business List</p> <p>1.9.3 Adjourn</p> <p>The meeting was adjourned at 2:32pm.</p>

**MINUTES**

Policy &amp; Bylaw Review Committee (PBRC)

Meeting # 1 – June 23, 2021 – 1:00 pm

Microsoft Teams

**Next Meeting Topics**

The following items were leftover from 2020-2021 and will be added to the next PBRC meeting agenda. Please note that there will be items additional to those below on the agenda also.

1. **Policy Review Policy**  
Group to develop plan to implement the 3-year policy review cycle.
2. **PBRC Winter Report to Board**  
Progress update on report status and timing to provide to the board.
3. **Director Survey: Virtual Meetings**  
Discuss merits of conducting a survey of (experienced) Directors re how to hold future Board Meetings: virtual, in-person, hybrid?
  - Ask if they have served more than one term (i.e. experienced both formats)
  - Identify benefits and challenges of both?
  - Identify personal preference?
  - Their recommendation for which format will work best for the CSA? In Summer, Fall, or Winter months?
  - Other questions?
4. **PBRC Outstanding Issues & Priorities**  
Review list of to do items.  
Develop plan to prioritize and address.

**Next Meeting Dates**

- Mon, July 12, 10:00 - 11:30 am
- Mon, July 26, 10:00 - 11:30 am

**MINUTES**

Policy & Bylaw Review Committee (PBRC)

Meeting # 1 – June 23, 2021 – 1:00 pm

Microsoft Teams



**Outstanding Business List (OBL)**

Date (Assigned to OBL)	Action / Follow-up
Nov 16, 2020	Elections- and Referendum-related policies flagged by CRO not related to discussion at the Nov 16, 2020 meeting will be added to future PBRC meeting.  (currently underway with the Elections Policy Review WG)
Nov 16, 2020	<b>ACTION:</b> PTM to develop a brief educational piece outlining the role of committees for inclusion on outreach materials such as the website. Ensure to include the importance of quorum is validating the work of the committee in the info piece.  (currently underway with the review of App J, Section 1.0 Cmte Overview)
Mar 25, 2021	<b>ACTION:</b> PBRC to revisit future board meeting and AGM format in July 2021. (Item 6.6.2 Virtual Meetings: how should the CSA move forward with meeting formats? Virtual? In-person? Hybrid?)
Mar 25, 2021	<del>6.6.6 – Revised Appendix D – Bullring HR Policy  The group did not discuss this item due to the revised policy not being ready. As there are other higher priority items that the Business Manager is presently working on, this item will be brought up again after the revised policy is submitted to the PTM, or at a summer PBRC meeting in July 2021.</del>
Mar 10, 2021	Executive Evaluation Committee Replacement  How to replace?  'the Executive Evaluation Committee was temporarily dissolved at the March 10, 2021 Board Meeting. The Policy & Bylaw Review Committee is to provide a revised EEC policy to the board to replace the end of the 2021 calendar year.'

**Motion**

Board of Directors Meeting # 4

July 28, 2021



**Item 4.10.1**

**MINUTES: Policy & Bylaw Review Committee (PBRC)**

**Meeting # 1 – June 23, 2021**

**MOTION** to receive the minutes of the Policy & Bylaw Review Committee (PBRC) Meeting # 1 on June 23, 2021, as information.

**Moved:** Nicole Walker, President

**Seconded:**



**Motion**

Board of Directors Meeting # 4

July 28, 2021

**Item 4.11.1****Bus Pass Referendum Question**

For more than 20 years, the Central Student Association (CSA) and the Graduate Students' Association (GSA) have negotiated with the City of Guelph for a Universal Bus Pass (UPass) that offers unlimited rides on Guelph Transit at a lower rate than the City of Guelph Post-secondary Semester Bus Pass. The UPass provides all University of Guelph main campus students with affordable transportation to campus, downtown, and the greater City of Guelph.

The previous UPass contract, which was negotiated for a five-year term, expired on April 30, 2021. In year-five of the UPass contract, the cost was \$150 per student, per semester.

The CSA and GSA have negotiated a new UPass contract with the City of Guelph, priced at \$151 per semester, with an annual price increase of no more than 2% per academic year, effective January 1, 2022. The contract term is indefinite unless the annual increase exceeds 2%, at which time another referendum must be held. The City of Guelph has committed to hold the annual fee increase at 2% or less for the next 5 years.

Should the referendum pass, the bus pass fee will be charged to all University of Guelph main campus students for the Winter 2022 semester, and UPass service will resume January 1, 2022. The Universal Bus Pass fee will be mandatory, with no opt-out option. Should the referendum fail, there will be no UPass, and students who require Guelph Transit services will be able to purchase passes directly from Guelph Transit. Currently the City of Guelph offers a Post-secondary Semester Bus Pass priced at \$272 per semester and is subject to annual approval by City Council. The regular monthly fare for adult riders is \$80 per month.

The below question is being asked to all undergraduate and graduate students enrolled at the University of Guelph main campus. Due to the joint nature of the bus pass negotiations, ballots for graduate and undergraduate students are combined for the purposes of counting; however, quorum for each student group must be reached independently in accordance with the CSA and GSA quorum by-laws. Provided that quorum is satisfied at both the undergraduate and graduate level, student approval will require a majority (50%+1 vote) of the total valid votes cast.

**Question:**

**Motion**

Board of Directors Meeting # 4

July 28, 2021



**Do you support a Universal Bus Pass fee for all University of Guelph, main campus, full-time and part-time, undergraduate and graduate students, effective January 1, 2022, with the following terms?**

- Priced at \$151 per each Fall, Winter and Summer semester, with an annual price increase of no more than 2% per academic year.
- The City of Guelph commits to hold the fee increase at 2% or less for the next 5 years.
- The contract term is indefinite unless the annual increase exceeds 2%, at which time another referendum must be held.

**YES****NO**

---

**MOTION to Approve the Bus Pass Referendum Question  
for the Fall 2021 CSA By-Election**

**WHEREAS** for more than 20 years, the Central Student Association (CSA) and the Graduate Students' Association (GSA) have negotiated with the City of Guelph (Guelph Transit) for a Universal Bus Pass (UPass) that offers unlimited rides on Guelph Transit at a lower rate than Guelph Transit's Post-Secondary Semester Bus Pass offers;

**WHEREAS** the previous UPass contract, which was negotiated for a five-year term, expired on April 30, 2021, and the negotiated terms of the proposed new minimum 5-year contract with the Guelph Transit would continue to offer CSA Members with favourable costs for unlimited transit rides;

**WHEREAS** the CSA recognizes that if approved, the UPass fee will be mandatory, with no opt-out option, and that the proposed terms of the new contract with Guelph Transit may provide little or no value to Members that do not regularly use Guelph Transit and therefore the proposed UPass contract terms should be put to the membership as a referendum question; and

**WHEREAS** the wording of the question has been agreed upon by all parties within the CSA/GSA Transit Committee and resultantly cannot be amended.

**RESOLVED** that the CSA Board of Directors ratify the **Bus Pass Referendum Question** brought forward by the CSA/GSA Transit Committee and as presented by the CSA President at the July 28, 2021, CSA Board Meeting be included in the Fall 2021 CSA By-Election.

**Motion**

Board of Directors Meeting # 4

July 28, 2021

---



**Moved:**

**Seconded:**

## Bylaw 3 – Financial

PBRC # 7 – April 8, 2021

### 5. Budgeting Process

5.1 The budget of the Central Student Association shall be determined during the Winter semester for the upcoming year. The budget shall be presented to the Board of Directors before the last Board meeting of the winter semester. ~~The President will be responsible for the oversight and coordination of the budgeting process~~The President will oversee the budgeting process in adherence with CSA Bylaws and Policies. The Business Manager is responsible for the development of the draft budget. The process shall include consultation with the Executive Committee, Program Coordinators, ~~Business Manager~~ and the Finance Committee.

The following budget process shall be used:

**5.1.1.** A preliminary estimate of salaries, expenses and purchases shall be made, based on the current year's budgeted and actual expenses, as well as foreseeable expenses.

**5.1.2.** An estimate of revenue shall be made. Student fees shall be calculated based on projected enrollment figures and cost-of-living increases, and be based on the current year's student fee revenue. Further estimated changes in revenue shall also be taken into account.

**5.1.3.** After revenue estimates, the expenses of the CSA shall be revisited and adjusted where necessary. At no time will the CSA budget for an overall deficit.

**5.1.4.** A draft of the budget shall be presented by the Business Manager to the President for review.

**5.1.5.** A draft of the budget shall be presented to the Finance Committee by the President for further input and evaluation before being presented to the Board of Directors.

**5.1.6.** The budget shall then be brought before the Board of Directors for due consideration and approval.

**Motion**

Board of Directors Meeting # 4

July 28, 2021



Notice of this motion was provided at the July 7, 2021, CSA Board Meeting.

**Item 4.11.2****Amendment to Bylaw 3 – Financial, Section 5.0 Budgeting Process**

**WHEREAS** the former CSA President, Tyler Poirier, and the CSA's Business Manager, Lee Anne Clarke, reviewed Bylaw 3 – Financial, Section 5.0 Budgeting Process in early 2021 and identified an opportunity to revise subsection 5.1 outlining the budgeting process procedure, so it more accurately reflects policy and job duties; and

**WHEREAS** the Policy & Bylaw Review Committee reviewed the proposed amendments at Meeting # 1 on June 23, 202 and recommends them forward to the Board of Directors.

**RESOLVED** that **Bylaw 3 – Financial, Section 5.0 Budgeting Process**, subsection 5.1 be amended to:

'5.1 The budget of the Central Student Association shall be determined during the Winter semester for the upcoming year. The budget shall be presented to the Board of Directors before the last Board meeting of the winter semester. The President will oversee the budgeting process in adherence with CSA Bylaws and Policies. The Business Manager is responsible for the development of the draft budget. The process shall include consultation with the Executive Committee, Program Coordinators, and the Finance Committee.'

**Moved:** President, Nicole Walker

**Seconded:**

# Bylaw 2 Electoral




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**This is the proposed revision (clean) of  
Bylaw 2.**

# Bylaw 2 Electoral



Revision	Board Approval Date
Section 3.1 was amended to allow the submission of referendum questions during the summer semester (changed from limiting to Fall submissions only)	July 7, 2021
<p>Comprehensive review completed by PBRC Elections Policy Review Working Group in March 2021.</p> <p>Numerous updates detailed in separate document.</p> <p>Revisions also included multi-list and other formatting.</p>	
<b>Pete Wobschall, Policy &amp; Transition Manager</b>	
Signature 	Date

# Bylaw 2 Electoral



## 1.0 Administration of Elections

The CSA shall govern all the elections of the CSA. Procedures for elections shall be found in the Bylaws and Policy Manual of the CSA. The CSA Elections Office transition manual will include best practices to ensure consistency in annual elections and codify practices that enhance the transparency and strength of the elections process.

### 1.1 Electoral Officers

1.1.1 The CSA Elections Office shall be comprised of at least one Chief Returning Officer (CRO) and one Assistant Returning Officer (ARO).

1.1.2 The Board of Directors shall abide by CSA hiring procedures when hiring CSA Elections Office Staff.

1.1.3 CSA Elections Office staff shall report to and be supervised by the President.

- a) In the event that the President is a candidate for election, CSA Elections Office will report to another Executive member who is not a candidate, as determined by the Board. If all Executive members are running for election, the CSA Elections Office staff will report to a committee of the Board of Directors as determined by the Board.

### 1.2 Roles and Responsibilities of the CSA Elections Office

It is the collective role and responsibility of the CSA Elections Office to ensure the CSA Elections process is organized, fair and democratic and as such, CSA Elections Office staff shall abide by CSA Policy Manual, Appendix G: CSA Electoral.

## 2.0 Election Periods

### 2.1 General Election

2.1.1 A General Election for the elected positions on the Board of Directors, including the Executive Committee, shall be held during the winter semester.

2.1.2 Quorum shall be 10% of the general membership of the applicable constituency.



# Bylaw 2 Electoral



**2.1.3** A simple majority vote is required for a valid outcome.

## **2.2 By-Elections**

**2.2.1** By-Elections shall occur during the Fall semester to fill vacancies on the Board of Directors.

**2.2.2** Quorum shall be 10% of the general membership of the applicable constituency.

**2.2.3** A simple majority vote is required for a valid outcome.

**2.2.4** Should an Executive position become vacant after a General Election and prior to the Fall By-Election, a separate By-Election for the sole purpose of filling the vacant position(s) may be held in the interim.

## **2.3 At-Large (Elected) Director Appointments**

Should an "at-large" (elected) Board of Directors seat remain vacant following the CSA General Election in the winter semester and a By-Election in the fall semester, the CSA Board shall initiate an appointment process to fill the At-Large Representative vacancies where the following requirements must be met:

**2.3.1** In collaboration with the President, the Policy & Transition Manager will ensure a call-out takes place on relevant platforms no less than 14 days prior to the meeting of the Board at which the appointment is to take place regarding the vacancies on the Board of Directors;

**2.3.2** The CRO provide all interested members with updated nomination forms to seek no less than 25 valid nomination signatures from members of their constituencies;

**2.3.3** Following the CRO's validation of the nomination signatures, all candidates who meet the allotted requirements, shall present their interest at a meeting of the Board of Directors in a 150-word statement; and

**2.3.4** The Board of Directors members then hold a secret ballot vote where the successful candidate(s) is/are determined by a simple majority vote, and subsequently ratified and appointed to the Board.

**2.3.5** Should a seat(s) become vacant after the appointment process, the Chief Returning Officer will accept applications with the required 25 valid

# Bylaw 2 Electoral



nomination signatures and submission of a 150-word statement, to be presented at the next Board of Directors meeting and subsequently ratified and appointed to the Board.

## **3.0 Referendum**

**3.1** Referendum questions may be accepted by the CSA Elections Office following the first day of the Summer semester until the last day of classes in the Fall semester. For further information, see CSA Policy Manual, Appendix G: CSA Electoral.

**3.2** Quorum for a referendum question posed to the membership shall be 20% of the general membership.

## **4.0 Responsibilities of Candidates and Referendum Teams**

To read, understand and abide by all campaign rules as set out by the Chief Returning Officer and CSA Bylaws and Policies, and to direct any question to the CRO. (See CSA Policy Manual Appendix G: CSA Electoral, Sections 13-17).

## **5.0 Campaigning**

**5.1** Each candidate and referendum team shall enjoy the right to inform the student body of their candidacy and/or purpose, in a manner consistent with this bylaw with relevant university regulations and with the rights of the other candidates and referendum teams to do likewise.

**5.2** Additional rules governing the conduct of candidates and referendum teams during an election campaign and voting period can be found within CSA Bylaws and the CSA Policy Manual, and it is the duty of each individual to understand and comply with all stated rules.

## **6.0 Appeals for Chief Returning Officer Decisions**

**6.1** Any candidate or referendum team member may appeal any decision made by the CRO by submitting the applicable form to the Policy & Transition Manager, within 24 hours of the decision being made.

**6.2** The Elections Appeals Board (EAB) shall follow the procedures as outlined in CSA Policy Manual, Appendix G, Section 27 – Elections Appeals Board.

**6.3** The EAB shall be the final decision-making body in regard to any elections-related appeals. EAB decisions will be considered final and will not be subject to further

# Bylaw 2 Electoral



review.

## 6.4 Archiving Elections Complaints:

- 6.4.1 All formal complaints will be kept in their original copy until the end of the election period, whereby they will be destroyed/deleted.
- 6.4.2 Upon completion of elections, the CRO shall issue a report to the Board of Directors including any formal complaints received with input from the Elections Appeals Board.
  - a) All reports regarding the Elections Appeals Board will protect the anonymity of the appellant(s).

## 7.0 Voting Eligibility

- 7.1 All members in good standing with the CSA are eligible to vote in CSA Elections and for the Executive candidates of their choice, approved referendum questions, and for two at-large representatives of their respective colleges.
- 7.2 Proxy voting is not permitted.

## 8.0 Ratification

- 8.1 The results of CSA elections must be ratified by the Board of Directors following the appropriate period of time for the counting, auditing, and if necessary, recounting of ballots.
- 8.2 If the results of any CSA election have not been ratified by the Board prior to the last Board meeting of the term, they shall automatically be considered official.



# Central Student Association Bylaw 2 – Electoral

## **Bylaw 2 – Electoral**

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4. Responsibilities of Candidates and Referendum Teams
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6. Appeals for Chief Returning Officer (CRO) Decisions
7. Voting Process
8. Ratification

Amendments to this bylaw, now in effect, were confirmed at the Annual General Meeting on **February 27, 2019**.

Amendments approved by the CSA Board since the 2019 AGM, are shown in yellow highlighting and strikethrough font.

**This is the current (old) version  
of Bylaw 2.**



# Central Student Association

## Bylaw 2 – Electoral

### 1.0. Administration of Elections

The CSA shall govern all the elections of the CSA. Procedures for elections shall be found in the Bylaws and Policy Manual of the CSA. The CSA Elections Office transition manual will include best practices to ensure consistency in annual elections and codify practices that enhance the transparency and strength of the elections process.

#### 1.1. Electoral Officers

- 1.1.1. The CSA Elections Office shall be comprised of at least one Chief Returning Officer (CRO) and one Assistant Returning Officer (ARO).
- 1.1.2. The Board of Directors shall abide by CSA hiring procedures when hiring CSA Elections Office Staff.
- 1.1.3. CSA Elections Office staff shall report to and be supervised by the President.
  - a) In the event that the President is a candidate for election, CSA Elections Office will report to another Executive member who is not a candidate, as determined by the Board. If all Executive members are running for election, the CSA Elections Office staff will report to a committee of the Board of Directors as determined by the Board.

#### 1.2 Roles and Responsibilities of the CSA Elections Office

It is the collective role and responsibility of the CSA Elections Office to ensure the CSA Elections process is organized, fair and democratic and as such, CSA Elections Office staff shall abide by CSA Policy Manual, Appendix G: CSA Electoral.


### 2.0. Election Periods

#### 2.1. General Election

- 2.1.1. A General Election for the elected positions on the Board of Directors, including the Executive Committee, shall be held during the winter semester.
- 2.1.2. Quorum shall be 10% of the general membership of the applicable constituency.
- 2.1.3. A simple majority vote is required for a valid outcome.

#### 2.2. By-Elections

- 2.2.1. By-Elections shall occur during the Fall semester to fill vacancies on the Board of Directors.
- 2.2.2. Quorum shall be 10% of the general membership of the applicable constituency.
- 2.2.3. A simple majority vote is required for a valid outcome.
- 2.2.4. Should an Executive position become vacant after a General Election and prior to the Fall By-Election, a separate By-Election for the sole purpose of filling the vacant position(s) may be held in the interim.



# Central Student Association

## Bylaw 2 – Electoral

**2.2.5.** Should an "at-large" Board of Directors seat remain vacant following the CSA General Election in the winter semester and a By-Election in the fall semester, the CSA Board shall initiate an appointment process to fill the At-Large Representative vacancies where the following requirements must be met:

- a) The Policy & Transition Manager will post a call-out on relevant platforms for no less than 14 days prior to the meeting of the Board at which the appointment is to take place regarding the vacancies on the Board of Directors;
- b) The CRO provide all interested members with updated nomination forms to seek no less than 50 valid nomination signatures from members of their constituencies;
- c) Following the CRO's validation of the nomination signatures, all ratified nominees who meet the allotted requirements, shall present their interest at a meeting of the Board of Directors in a 150-word statement; and
- d) The Board of Directors members then hold a paper ballot vote where the successful candidate(s) is/are determined by a simple majority vote, and subsequently ratified and appointed to the Board.
- e) Should a seat(s) become vacant after the appointment process, the Chief Returning Officer will accept applications with the required 50 valid nomination signatures and submission of a 150-word statement, to be presented at the next Board of Directors meeting.

*[Amended by CSA Board – April 3, 2019]*

### **3.0. Referendum** [formerly Section 5.0]

**3.1.** Referendum questions may be accepted by the CSA Elections Office following the first day of the Fall semester until the last day of classes in the Fall semester. For further information, see CSA Policy Manual, Appendix G: CSA Electoral.

**3.2.** Quorum for a referendum question posed to the membership shall be 20% of the general membership. *[Amended by CSA Board – September 25, 2019]*

### **4.0. Responsibilities of Candidates and Referendum Teams**

**4.1.** To read, understand and abide by all campaign rules as set out by the Chief Returning Officer and CSA Bylaws and Policies, and to direct any question to the CRO. (See CSA Policy Manual Appendix G: CSA Electoral, Sections 13-17).

### **5.0. Campaigning**

**5.1.** Each candidate and referendum team shall enjoy the right to inform the student body of their candidacy and/or purpose, in a manner consistent with this bylaw with relevant university regulations and with the rights of the other candidates and referendum teams to do likewise. [formerly Section 8.2]



# Central Student Association

## Bylaw 2 – Electoral

**5.2.** Additional rules governing the conduct of candidates and referendum teams during an election campaign and voting period can be found within CSA Bylaws and the CSA Policy Manual, and it is the duty of each individual to understand and comply with all stated rules. [formerly Section 8.4]

### **6.0. Appeals for Chief Returning Officer Decisions** [formerly Section 11.0]

**6.1.** Any candidate or referendum team member may appeal any decision made by the CRO by submitting the applicable form to the Policy & Transition Manager, within 24 hours of the decision being made.

**6.2.** The Elections Appeals Board (EAB) shall follow the procedures as outlined in CSA Policy Manual, Appendix G, Section 27 – Elections Appeals Board.

**6.3.** The EAB shall be the final decision-making body in regard to any elections-related appeals. EAB decisions will be considered final and will not be subject to further review.

**6.4.** Archiving Elections Complaints:

**6.4.1.** All formal complaints will be kept in their original hardcopy until the end of the election period, whereby they will be destroyed.

**6.4.2.** Upon completion of elections, the CRO shall issue a report to the Board of Directors including any formal complaints received with input from the Elections Appeals Board.

### **7.0. Voting Process**

#### **7.1. Voting Eligibility**

**7.1.1.** All members in good standing with the CSA are eligible to vote in CSA Elections and for the Executive candidates of their choice, approved referendum questions, and for two at-large representatives of their respective colleges.

**7.1.2.** Proxy voting is not permitted.

### **8.0. Ratification**

**8.1.** The results of CSA elections must be ratified by the Board of Directors following the appropriate period of time for the counting, auditing, and if necessary, recounting of ballots. If the results of any CSA election have not been ratified by the Board prior to the last Board meeting of the term, they shall automatically be considered official.

[Formerly Section 13.1]

# Bylaw 2 Electoral



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- ~~7. Voting Process~~
- ~~8. Ratification~~

~~Amendments to this bylaw, now in effect, were confirmed at the Annual General Meeting on **February 27, 2019**.~~

~~Amendments approved by the CSA Board since the 2019 AGM, are shown in yellow highlighting and strikethrough font.~~

**This is the compare documents version of the proposed (new) and current (old) versions of Bylaw 2.**




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Revision	Board Approval Date
<p>Comprehensive review completed by PBRC Elections Policy Review Working Group in March 2021.</p> <p>Numerous updates detailed in separate document.</p> <p>Revisions also included multi-list and other formatting.</p>	
<p>Add the Fall to Summer acceptance of referendum questions</p>	
<p><b>Pete Wobschall, Policy &amp; Transition Manager</b></p>	
<p>Signature</p> 	<p>Date</p>

# Bylaw 2 Electoral



## 1.0 Administration of Elections

The CSA shall govern all the elections of the CSA. Procedures for elections shall be found in the Bylaws and Policy Manual of the CSA. The CSA Elections Office transition manual will include best practices to ensure consistency in annual elections and codify practices that enhance the transparency and strength of the elections process.

### 1.1 Electoral Officers

- 1.1.1 The CSA Elections Office shall be comprised of at least one Chief Returning Officer (CRO) and one Assistant Returning Officer (ARO).
- 1.1.2 The Board of Directors shall abide by CSA hiring procedures when hiring CSA Elections Office Staff.
- 1.1.3 CSA Elections Office staff shall report to and be supervised by the President.
  - a) In the event that the President is a candidate for election, CSA Elections Office will report to another Executive member who is not a candidate, as determined by the Board. If all Executive members are running for election, the CSA Elections Office staff will report to a committee of the Board of Directors as determined by the Board.

### 1.2 Roles and Responsibilities of the CSA Elections Office

It is the collective role and responsibility of the CSA Elections Office to ensure the CSA Elections process is organized, fair and democratic and as such, CSA Elections Office staff shall abide by CSA Policy Manual, Appendix G: CSA Electoral.

## 2.0 Election Periods

### 2.1 General Election

- 2.1.1 A General Election for the elected positions on the Board of Directors, including the Executive Committee, shall be held during the winter semester.
- 2.1.2 Quorum shall be 10% of the general membership of the applicable constituency.

# Bylaw 2 Electoral



**2.1.3** A simple majority vote is required for a valid outcome.

## 2.2 By-Elections

**2.2.1** By-Elections shall occur during the Fall semester to fill vacancies on the Board of Directors.

**2.2.2** Quorum shall be 10% of the general membership of the applicable constituency.

**2.2.3** A simple majority vote is required for a valid outcome.

**2.2.4** Should an Executive position become vacant after a General Election and prior to the Fall By-Election, a separate By-Election for the sole purpose of filling the vacant position(s) may be held in the interim.

## 2.3 At-Large (Elected) Director Appointments

Should an "at-large" (elected) Board of Directors seat remain vacant following the CSA General Election in the winter semester and a By-Election in the fall semester, the CSA Board shall initiate an appointment process to fill the At-Large Representative vacancies where the following requirements must be met:

**2.3.1** ~~The~~In collaboration with the President, the Policy & Transition Manager will ~~post~~ensure a call-out takes place on relevant platforms ~~for~~ no less than 14 days prior to the meeting of the Board at which the appointment is to take place regarding the vacancies on the Board of Directors;

**2.3.2** The CRO provide all interested members with updated nomination forms to seek no less than ~~50~~ ~~25~~ **10** valid nomination signatures from members of their constituencies;

**2.3.3** Following the CRO's validation of the nomination signatures, all ~~ratified~~ ~~nominees~~ ~~candidates~~ who meet the allotted requirements, shall present their interest at a meeting of the Board of Directors in a 150-word statement; and

**2.3.4** The Board of Directors members then hold a ~~paper~~ ~~secret~~ ballot vote where the successful candidate(s) is/are determined by a simple majority vote, and subsequently ratified and appointed to the Board.

**2.3.5** Should a seat(s) become vacant after the appointment process, the Chief Returning Officer will accept applications with the required ~~50~~ ~~25~~

# Bylaw 2 Electoral



**10** valid nomination signatures and submission of a 150-word statement, to be presented at the next Board of Directors meeting and subsequently ratified and appointed to the Board.

~~— [Amended by CSA Board — April 3, 2019]~~

~~3.0.—~~

## **3.0 Referendum** ~~[formerly Section 5.0]~~

**3.1** ~~3.1.—~~ Referendum questions may be accepted by the CSA Elections Office following the first day of the ~~Fall~~ **Summer** semester until the last day of classes in the Fall semester. For further information, see CSA Policy Manual, Appendix G: CSA Electoral.

~~3.2.—~~

**3.2** Quorum for a referendum question posed to the membership shall be 20% of the general membership. ~~— [Amended by CSA Board — September 25, 2019]~~

## **5.04.0 4.0.— Responsibilities of Candidates and Referendum Teams**

**4.1.—** To read, understand and abide by all campaign rules as set out by the Chief Returning Officer and CSA Bylaws and Policies, and to direct any question to the CRO. (See CSA Policy Manual Appendix G: CSA Electoral, Sections 13-17).

## **6.05.0 5.0.— Campaigning**

**6.15.1** Each candidate and referendum team shall enjoy the right to inform the student body of their candidacy and/or purpose, in a manner consistent with this bylaw with relevant university regulations and with the rights of the other candidates and referendum teams to do likewise. ~~[formerly Section 8.2]~~

~~6.2.0~~

**6.35.2** Additional rules governing the conduct of candidates and referendum teams during an election campaign and voting period can be found within CSA Bylaws and the CSA Policy Manual, and it is the duty of each individual to understand and comply with all stated rules. ~~[formerly Section 8.4]~~

## **7.06.0 6.0.— Appeals for Chief Returning Officer Decisions** ~~[formerly Section 4.0]~~

# Bylaw 2 Electoral



**7.16.1** Any candidate or referendum team member may appeal any decision made by the CRO by submitting the applicable form to the Policy & Transition Manager, within 24 hours of the decision being made.

**7.26.2** The Elections Appeals Board (EAB) shall follow the procedures as outlined in CSA Policy Manual, Appendix G, Section 27 – Elections Appeals Board.

**7.36.3** The EAB shall be the final decision-making body in regard to any elections-related appeals. EAB decisions will be considered final and will not be subject to further review.

## **7.46.4 Archiving Elections Complaints:**

**6.4.1** All formal complaints will be kept in their original hardcopycopy until the end of the election period, whereby they will be destroyed ./deleted.

**7.4.16.4.2** Upon completion of elections, the CRO shall issue a report to the Board of Directors including any formal complaints received with input from the Elections Appeals Board.

## ~~7.0. Voting Process~~

a) All reports regarding the Elections Appeals Board will protect the anonymity of the appellant(s).

## **8.07.0 Voting Eligibility**

**8.17.1** All members in good standing with the CSA are eligible to vote in CSA Elections and for the Executive candidates of their choice, approved referendum questions, and for two at-large representatives of their respective colleges.

**8.27.2** Proxy voting is not permitted.

## **9.08.0 ~~8.0.~~ Ratification**

**9.18.1 ~~8.1.~~** The results of CSA elections must be ratified by the Board of Directors following the appropriate period of time for the counting, auditing, and if necessary, recounting of ballots.

**9.28.2** If the results of any CSA election have not been ratified by the Board prior to the last Board meeting of the term, they shall automatically be considered official.

[Formerly Section 13.1]

# Appendix G Electoral




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**This is the proposed revision (new version) of Appendix G.**

# Appendix G Electoral



Revision	Board Approval Date
4.2.1 Executive: required signatures for nomination reduced from 100 to 50.	Jan 13, 2021
4.2.1 Director: required signatures for nomination reduced from 25 to 10.	Feb 3, 2021
<b>Appendix G – Electoral, Section 13.3</b> was amended to “Campaigning for referendum questions may commence no earlier than the first day of the <del>General</del> Elections nomination period.”	July 7, 2021
Comprehensive review completed by PBRC Elections Policy Review Working Group in March 2021. Numerous updates detailed in the Board Agenda Package. Revisions also included multi-list and other non-contextual formatting.	
<b>Pete Wobschall</b> , Policy & Transition Manager	
<b>Signature</b> 	<b>Date</b>



# Appendix G Electoral



## **1.0 Conflict of Interest (Elections Office Staff)**

- 1.1 A conflict of interest is deemed to be any relationship that a CSA Elections Office staff may have with any electoral candidate or principal in a referendum campaign, which may interfere with the impartial operation of the electoral office.
- 1.2 The Chief Returning Officer (CRO) and Assistant Returning Officer (ARO) are expected to declare a conflict of interest to their supervisor, who will then report such to the Board of Directors.
- 1.3 Any member of the organization who feels that the CRO or ARO may have a conflict of interest may report this to the appropriate supervisor, who will then take it to the Board of Directors.
- 1.4 In the case where a conflict of interest is reported, the Board of Directors will determine whether the perceived conflict merits an alternative process.
- 1.5 In the case where a conflict of interest is determined to merit action, approvals for all campaign material for the candidate or referendum committee involved, as well as for the other candidates or referendum committee for the same question, will be determined by another CSA Elections Office staff.
- 1.6 If a conflict of interest is determined to exist for all electoral officers, then approvals will be determined by the CSA Elections Office supervisor.
- 1.7 If a conflict of interest is identified during or after the voting period, the Board of Directors will immediately begin a review of the electoral period to determine whether such a conflict has disrupted the normal operation of the democratic process, and, if so, what remedy will be undertaken.

## **2.0 Roles & Responsibilities of the CSA Elections Office**

- 2.1 The role of the CSA Elections Office shall be to conduct CSA elections and by-elections in accordance with CSA Bylaws and Policies and any relevant directives as may from time to time be given by resolution of the Board of Directors.
- 2.2 The Chief Returning Officer (CRO) shall oversee the completion of the Assistant Returning Officer (ARO) roles and responsibilities.
- 2.3 The CRO is responsible for ensuring all relevant by-laws, policies, and University regulations are available to all candidates prior to campaign commencement.

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- 2.4** The CRO shall obtain a voters list from the University of Guelph Administration in order to verify a voter's identity as well as the voter's respective faculty or college.
- 2.5** The CSA Elections Office shall verify the authenticity of nomination signatures or petition signatures.
  - 2.5.1** Any candidate whose nomination package is complete, but the Elections Office is unable to verify one or more signatures, shall be given two (2) business days after the close of nominations to amend and resubmit the package for final validation.
- 2.6** The CSA Elections Office shall secure a voting system, and if required, polling stations, or voting spaces on campus.
- 2.7** In collaboration with the President and the Policy & Transition Manager, the Elections Office shall prepare and update all applicable forms and ensure that they are available within 10 business days of the Fall semester.
- 2.8** The CSA Elections Office shall organize all aspects of the All-Candidates Meeting.
- 2.9** 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.
- 2.10** The CSA Elections Office shall be responsible for the approval of all campaigning material.
- 2.11** The CSA Elections Office shall adjudicate and provide rulings on complaints filed during the electoral process.
- 2.12** The CSA Elections Office shall prepare any necessary reports for the Board of Directors.
- 2.13** The CSA Elections Office shall provide all official correspondence from the CSA Elections Office via email.
- 2.14** The CSA Elections Office shall abide by and adhere to any other roles and responsibilities laid out in the CRO and ARO approved job descriptions, the CSA Bylaws and Policies, and as directed by their supervisor.
- 2.15** In collaboration with the President and Policy & Transition Manager (PTM), the CRO shall develop an Elections schedule to be included in the Candidates' Package.

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**2.15.1** The Election Schedule shall include a minimum of five (5) business days for each of the following elections periods:

- Nominations
- Promotion & Signature Verification
- Campaigning
- Voting

**2.15.2** The Elections Schedule shall consider the following priorities; listed from highest priority to lowest priority:

- i. Avoid scheduling Voting periods to weeks that begin with holidays, including Statutory Holidays and Reading Weeks/Days.
- ii. One week between the Nominations and Campaigning periods for the CRO to verify candidate nominations signatures, and for the Promotional & Graphic Designer to develop candidate promotional materials.
- iii. A minimum of one week between the first day of classes and the beginning of the Nominations period.

## **3.0 Board of Directors Election Roles & Responsibilities**

**3.1** The CSA Elections Office, in cooperation with the Vice President Academic, will compile a class schedule of all classes containing at least 100 students.

**3.2** The President will create an election campaign strategy to promote the CSA elections during the nomination, campaign and voting periods.

**3.2.1** 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.

**3.2.2** Components of the election campaign strategy may include classroom talks, canvassing students, paneling, online outreach campaigns, poster runs, etc.

**3.3** Directors and Executive shall aspire to attend any emergency Board meetings during the CSA election period.

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- 3.4** Failure on the part of Directors to contribute to the election campaign as directed may lead to disciplinary action in accordance with Bylaw 1, Section 6 (Accountability & Removal from Office), at the Board's discretion.

## **4.0 Nominations**

### **4.1 Eligibility**

- 4.1.1** Executive Officers are eligible to stand as a candidate for a second term in an Executive Officer position, to a maximum of two terms.
- 4.1.2** Any member deemed in good standing with the CSA is eligible to stand as a candidate for the office of any Executive or Director position, so long as they have been enrolled in a degree program in at least one of the two semesters prior to taking office.
- 4.1.3** Members in good standing are eligible to nominate another member as a candidate.
- 4.1.4** Candidacy is exclusive. Members may seek office for only one elected position within the CSA in an election; this applies to both Executive and Director positions.
- 4.1.5** The CRO shall submit the names of all valid candidates and the offices they are seeking to the Board of Directors for ratification within seven days of the close of nominations. If the Board of Directors does not meet within seven days of the close of nomination, the Executive Committee is empowered to ratify the list of candidates.

### **4.2 Nomination Process**

- 4.2.1** The nomination process for those seeking the office of Executive Officer or Director must abide by the following rules of procedure:
- a) The candidate must declare their interest in collecting nomination signatures on the appropriate form outlined by the CSA Elections office.
  - b) The candidate must provide a listing of all extra-curricular activities engaged in by the nominee, to allow the CRO to make appropriate decisions related to the abuse of other positions the nominee may

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hold.

- c) The candidate must collect nomination signatures on the appropriate form outlined by the CSA Elections Office:
  - Executive Officer: minimum of 50 verified signatures.
  - Directors: minimum of 10 verified signatures.
- d) The minimum number of verified signatures in support of their candidacy must be from individuals within their constituency.
- e) The candidate shall submit a short statement that the CSA may use in media when promoting all the candidates in the Election, as a link on the electronic ballot, and at Poll Station locations when appropriate. This statement shall be no longer than 150 words.
- f) The nominee shall present a refundable deposit in the form of cash, certified cheque or personal cheque.
  - The deposit amount shall be determined by the President, in consultation with the Business Manager and Elections Office, and shall not exceed:
    - i. Executive Officers: \$50.00.
    - ii. Directors: \$25.00.
  - The CRO will include deposit amounts in the Candidates' Package.

**4.2.2** All appropriate forms must be completed, and signatures must be submitted during the prescribed nomination period and prior to the final deadline as stated by the CSA Elections Office.

**4.2.3** Nominations received during the nomination period will be kept in confidence until the closing of the nominations period, at which point the CRO will announce the list of candidates, upon confirmation of the eligibility of all nominators.

In order to facilitate verification and eligibility, the CRO will request a voters list from the Registrar's Office. A nominator's signature, student number, as well as confirmation of CSA general membership will be considered verification.

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## 5.0 Withdrawal of Candidates

- 5.1 A candidate may withdraw their candidacy in a CSA election as long as their withdrawal is in writing and is submitted to, and accepted by, the CSA Elections Office by noon (12:00 pm) one business (1) day before the voting period commences.
- 5.2 In collaboration with the Promotional & Graphic Designer and President, the CRO will update communications materials, including the CSA website, and ballots as appropriate based on candidate withdrawals.

## 6.0 Referendum

- 6.1 Any student group or member of the undergraduate student body may submit a Referendum question on the appropriate form outlined by the CSA Elections Office.
- 6.2 Questions concerning the internal structure, organization, and/or operation of the CSA shall be considered in the General Election referenda and shall follow the same format as other questions.
- 6.3 Notwithstanding subsection 6.2, Referendum questions shall be included during the Elections period as approved by the Board of Directors.
- 6.4 Quorum for a referendum question posed to the membership shall be 20% of the general membership.
- 6.5 A simple majority vote is required for a valid outcome.
- 6.6 When the CRO is presented with any referenda question which would de-ratify, defund, change the funding model, or garner opinion on any campus organization's existence, which in previous referenda garnered support and/or funding, the CRO must notify said campus organization via email within one (1) business day of receiving the question.

## 7.0 Standing Referendum Committee (SRC)

- 7.1 A Standing Referendum Committee (SRC) shall be struck by the Board of Directors upon the submission, or knowledge of forthcoming referendum question

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submissions.

## 7.2 The SRC shall:

- 7.2.1 Be comprised of the Chief Returning Officer and at least two Directors.
- 7.2.2 Receive all submitted referendum questions from the CSA Elections Office.
- 7.2.3 Upon receipt of a referendum question, meet to approve the question and provide any feedback within two weeks.
- 7.2.4 Determine the wording of the referendum question, which must include the current fee paid by students (if any), the proposed increase, and the new fee to be paid.
  - a) If the referendum question is a joint initiative, then the SRC recommendations will be considered by the CSA Board of Directors, who will then, by resolution, make wording recommendations to all parties involved in the referendum for consideration.
- 7.2.5 Determine which fee schedule, paid to the CSA, for hosting the referendum question, is applicable to the group.

## 8.0 Referendum Fee Schedule and Expenses

- 8.1 Internal bodies shall pay no election fees. Internal bodies are defined as CSA Clubs, Services, Board Members or Executive Officers acting in pursuance of their respective duties.
- 8.2 All Recognized Student Organizations and the general membership of the CSA shall pay no election fees for the use of the CSA Electoral service.
  - 8.2.1 Recognized Student Organizations (RSO) include:
    - Special Status Groups
    - Primary Student Organizations
    - Accredited Student Organizations
    - Student Service Groups (examples: The Ontario, CFRU)
- 8.3 Each group sponsoring a referendum question shall present a refundable deposit of \$50 in the form of cash or certified cheque before campaigning can begin.

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- 8.4 A referendum fee of \$300 will be billed to any non-student external organizations, and university departments and programs using CSA Electoral services.

## 9.0 Referendum Question Petition Collection

- 9.1 Referendum questions which are initiatives of an Executive Officer, Director or Service Coordinator under the supervision of an Executive Officer acting in pursuance of their respective duties, are not required to collect signatures, but must be approved by the Board of Directors.
- 9.2 Once a question has been approved by the Standing Referendum Committee (SRC), the referendum team shall begin to collect petitions to allow the referendum question to be placed on the ballot.
- 9.3 The collection of petitions for any referendum question must abide by the following rules of procedure:
- 9.3.1 Petition signatures must be collected on the appropriate petition collection forms outlined by the CSA Elections Office.
  - 9.3.2 Petition collection forms must be signed by no less than 10% of the membership to which the proposed fee/or question would apply.
- 9.4 Petitioning for signatures shall not be considered campaigning.

## 10.0 Ratification of Referendum Questions

- 10.1 The final ratification date for referendum questions will be the last Board meeting of the General Election nomination period. The Board may call an emergency meeting in the last week of the nomination period if necessary.
- 10.2 The final date for approval will be well-advertised by the CSA Elections Office at least two weeks in advance of the deadline.
- 10.3 Referendum questions not accompanied by the appropriate number of signatures cannot be approved by the Board of Directors, unless they are initiatives of an Executive Officer acting in pursuance of their respective duties.
- 10.4 Referendum questions approved at the Board of Directors without signatures must be initiatives of an Executive Officer, Director or Service Coordinator acting



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under the supervision of an Executive Officer in pursuance with their respective duties.

- 10.5** In order to consider the modification or reversal of an earlier decision to approve a referendum question, the Board will require the presence of a representative from the approved Referendum Team at the meeting.
- 10.6** The President is responsible for ensuring that sufficient notice is provided to the referendum team and that all reasonable measures are taken to communicate the necessity of the referendum team's presence.

If the President is unable to contact a representative from the referendum team, they will report to the Board with the details of such efforts.

- 10.7** There shall be a moratorium on any referenda questions that have failed at a vote. This includes questions that are the same in writing and those that are the same in impact. Such a moratorium lasts for one year, commencing May 1, after which such questions are free to be posed to the membership again.

## **11.0 Responsibilities of Candidates & Referendum Teams**

- 11.1** To check their email at least once every 12 hours throughout the campaign period to ensure they are accessible to the CRO. If access to email is not available, the CRO must be informed before the start of the campaign period and alternative arrangements made.
- 11.2** To be prepared to attend Board meetings, as requested, during the course of elections.
- 11.3** To attend the All-Candidates Meeting called by the CRO and to participate in any All-Candidates Forum(s) and Fairs as hosted by the CSA Elections Office. Penalties for infractions for lack of attendance by a candidate or referendum team are outlined in Section 18: Penalties for Infractions.
- 11.4** To submit all applicable information or forms prescribed and by the designated dates and recognize that failure to do so may lead to disqualification at the discretion of the CRO.
- 11.5** No one, whether a member of a registered campaign committee or otherwise, shall disseminate information verbally, electronically or otherwise that is defamatory, potentially libelous or factually incorrect. Campaigners shall act reasonably, responsibly and in good faith.

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## 12.0 All-Candidates Meeting

- 12.1** All candidates, or an authorized representative, must attend the All-Candidates Meeting in its entirety or arrange to meet with the Chief Returning Officer within 24 hours of the meeting.
- 12.2** For an authorized representative to be valid, they must notify the CRO prior to the meeting, and possess a signed statement from the candidate that the representative has the authority to act on their behalf for the duration of the meeting.
- 12.3** Any candidate who fails to attend or send an authorized representative to the All-Candidates Meeting or fails to meet with the CRO shall be disqualified from the election.
- 12.4** The topics at the All-Candidates Meeting shall include, but are not limited to:
- a) the elections process as outlined in the CSA Bylaws and Policies;
  - b) the elections schedule; and
  - c) the duties and functions of the Elections officials.
- 12.5** Each candidate, or authorized representative, will sign a statement before leaving the meeting that indicates they understand the rules and regulations governing the election process.
- 12.6** It is the responsibility of each candidate to understand all information provided at the All-Candidates Meeting.

## 13.0 Campaigning

- 13.1** All candidates and referendum teams must abide by the following rules relating to conduct and behavior during campaigning and assume responsibility for those campaigning on behalf of candidates or referendum teams. Campaigners are bound by the same rules as candidates.
- 13.2** A list of official campaigners for each candidate or referendum team shall be provided to the Chief Returning Officer (CRO) prior to the commencement of the campaign period. This list shall remain confidential and is for CSA Elections Office use only.
- 13.3** Campaigning for referendum questions may commence no earlier than the first

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day of the Elections nomination period.

- 13.4** Candidates and referendum teams shall campaign in accordance with the rules of fair play. Breaking the rules of fair play include, but are not limited to, breaching generally accepted community standards, libel, slander, general sabotage of the campaigns of other candidates, malicious and/or intentional breach of elections policy, any attempt to undermine the electoral process and misrepresentation of fact. This type of behaviour is not permitted and may result in disqualification.
- 13.5** No Election candidate's campaigning shall take place before the nomination period and before the start of the campaigning period.
- 13.6** Any current member of the Board, staff, volunteers, or committee member of the CSA who decides to run for an elected position shall disassociate from all areas of their position relating to the election from the commencement of the nomination period.
- 13.7** It is the responsibility of the candidate or referendum team to ensure that all campaign materials and/or advertisements, conform to all policies and regulations of the CSA, and with all municipal, provincial, federal laws.
- 13.8** All campaign materials and/or advertisements must be authorized by the CRO and/or ARO in advance of printing, posting or distribution. All submissions made to the CRO shall be returned with or without approval within two (2) business days. (See Section 14.2.4)
- 13.9** All recyclable campaign materials, where feasible, are to contain the following phrase somewhere in plain sight on the material: "Please recycle after the election."
- 13.10** No campaigning of any form related to specific candidates or referendum teams is permitted within CSA offices or CSA service areas unless otherwise approved by the CRO.
- 13.11** Candidates or referendum teams must receive permission from the presiding professor/ lecturer/ faculty member(s) prior to campaigning within a classroom.
- 13.12** Campaigning is not allowed within individual Student Residences or within the Library unless approved by the CRO.
- 13.13** Candidates are not entitled to use in their campaign, any service or monies, conferred onto them by virtue of holding any position in any campus organization unless such services would still be available to them otherwise. This includes, but

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is not limited to, office supplies, equipment, advertising space and staff.

- 13.14** Campaigning during voting period will be permitted. While campaigning is permitted during the voting period, any candidate found to be interfering with an individual student ballot or the online ballot process will be disqualified.
- 13.15** Candidates and campaigners must not endorse one another, run in a slate, or campaign together except where the Elections Committee is holding an official event.
- 13.15.1** Nominations signatures can be collected from other candidates and campaigners, including competitors, running in the election.
- 13.16** CSA staff shall not promote or support Executive Officer or Director candidates in any way; this included letters of recommendation, and commenting and sharing on social media posts.

## 14.0 Campaign Regulations

- 14.1** In the interest of protecting the equitable rights of all persons involved in an election campaign, all materials and services used in any campaign will be monitored by the Chief Returning Officer (CRO) and the Assistant Returning Officer (ARO). Such materials and services will be assessed at standard market rates.
- 14.2 The Practice of Campaigning:**
- 14.2.1** The candidates and referendum teams are responsible for all advertising placed in their name. Each candidate and referendum team is responsible for the removal of all visual aids from the campus before their deposit will be returned.
- 14.2.2** Stickers are banned from use for the reason of expensive cleanup and repainting of structures.
- 14.2.3** All campaigning must be done in accordance with relevant University solicitation regulations.
- a) The CRO shall have relevant University solicitation regulations available for candidates upon request.
- 14.2.4** All print and electronic campaign material must include the name of the

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candidate (as it is to appear on the ballot), the full name of the position for which they are a candidate, and the elections logo provided by the CSA Elections Office. (See Section 13.8)

a) All online material shall also include a link to the CSA Elections landing page as provided by the CRO.

**14.2.5** No candidate in any CSA election may have more than one poster listing in their name or depicting their image posted on any given poster board or rail.

**14.2.6** The use of election campaign funds that are not provided by the CSA to promote a CSA candidate's name, candidacy, or image is forbidden.

**14.2.7** Collecting candidate signatures in pursuance of Bylaw 2, Section 2 (Election Periods) will not be considered campaigning and may continue until the applicable forms are received by the Elections Office, at which point, soliciting further signatures will be considered campaigning.

**14.2.8** Candidates and Referendum teams may rally support from student volunteers to aid them in their campaign efforts, but may not accept donations in kind (e.g., printing, materials, supplies, etc.) or other financial support.

## **14.3 Termination to Campaigning:**

**14.3.1** Campaigning is permitted from the opening of the campaign period up to and including the close of the polls on the final date of voting.

**14.3.2** Campaigning is strictly prohibited outside the designated campaign period.

**14.3.3** Failure to abide by this clause may result in immediate disqualification of the candidate or referendum question.

## **15.0 ListServ**

**15.1** For all matters pertaining to elections, Organizational Email Lists shall be defined as any list of emails containing more than five (5) recipients sent by a candidate or by an individual or organization on a candidate's behalf.

**15.2** For all matters pertaining to elections, campaign emails shall be defined as any

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email which contains text promoting a position with respect to a candidate in the election or question in a referendum, sent by a candidate, individual or organization.

- 15.3** Candidates and Referendum Teams are permitted to send campaign emails over organizational listservs. It is the responsibility of the group in question to determine, if and in what manner they will permit candidates to use their listserv.
- 15.4** All Organizational Email List emails are to be accounted for in a candidate's or referendum budget. They will be assessed at a rate of \$0.04 per recipient.
- 15.5** It is the responsibility of the candidate to determine, with as much accuracy as possible, the approximate population of an Organizational Email List and to make this information available to the CRO prior to the email being sent.
- 15.6** All campaign emails are subject to CRO approval before being sent. It is the Candidate's responsibility to ensure ListServ emails are sent only to publicly-accessible lists with written consent of the ListServ Administrator.

## 16.0 Expenses

- 16.1** Candidates and referendum teams are responsible for maintaining all receipts for expenses incurred in their campaign, except receipts for printing, done through the CSA, which will be accounted for and added to their final budget by the CSA.
- 16.2** Candidates and referendum teams must submit a statement of total expenses on the applicable final budgetary form within 48 hours after the close of the polls (weekends and statutory holidays included).
- 16.3** All organizations who put forth a referendum question, and all candidates shall be obligated to provide an accurate and comprehensive final campaign budget to the CSA Elections Office within 48 hours after the close of the polls (weekends and statutory holidays included).
- 16.4** All organizations or groups who oppose a referendum question and have formed a "no campaign" shall also be obligated to provide an accurate and comprehensive final campaign budget to the CSA Elections Office within 48 hours after the close of the polls (weekends and statutory holidays included).
- 16.5** If a referendum question is sponsored by an Executive, or their fee schedule permits, the deposit and expenses shall be covered by the CSA. All referendum teams, regardless of fee schedule will have a campaign expense limit of \$300.

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**16.6** The CSA will bear the expense of all Executive and Board of Director candidate's campaigns.

## **17.0 Campaign Expense Limits**

**17.1** The campaign expense limit for Executive Officer candidates is \$200.

**17.2** The campaign expense limit for Director candidates is \$75.

**17.3** To be covered by the CSA, all Referendum Teams, regardless of fee schedule, will have a campaign expense limit of \$300.

**17.4** The CSA will bear the expense of all Executive Officer and Director candidates.

## **18.0 Penalties for Infractions**

**18.1** The Chief Returning Officer (CRO) is responsible for monitoring candidates and referendum campaigns and ensuring that referendum campaigns strictly comply with applicable CSA Bylaws and Policies.

**18.2** The CRO is empowered to levy fines and/or disqualify any candidates or referendum teams for infractions in campaigning and/or failure to meet the prescribed deadlines as stipulated in this policy and the approved Candidates' Package.

**18.3** Specific electoral policy guidelines and campaign infractions, outlined in the Candidates' Package, from which the CRO will make their decisions, must be adopted by the CSA Board of Directors at a Board Meeting in the semester during which the election will be held, and prior to the commencement of such election period.

**18.4** Infractions will be percentage-based and candidates or referendum teams receiving a sum of 100% or greater will be disqualified.

**18.5** Failure to comply with applicable CSA Bylaws and Policies could result in the invalidation of a referendum question or individual's candidacy, as determined by the CRO, as per electoral guidelines, outlined in the Candidates' Package, as adopted by the Board of Directors.

**18.6** Should a candidate or referendum team receive a penalty for an infraction, they

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must be contacted within 24 hours of the decision by email, and informed of the infraction and resulting penalty, as well as any available appeal mechanisms.

- 18.7** In cases of disqualification, the CRO must attempt to contact the candidate or referendum team by both email and phone. The CRO shall keep a written record of attempts made.
- 18.8** The CRO must also prepare a statement informing the public of this disqualification within 24 hours of the decision made. It is the responsibility of the President to ensure that this statement is made available on the CSA website.

## **19.0 Appeals for Chief Returning Officer (CRO) Decisions**

- 19.1** The process for appealing a decision made by the CSA Elections Office is as follows:
- a) An attempt must be made to address the issue or concerns directly with the CRO.
  - b) If issues cannot be resolved, then the complainant is to complete the applicable appeals form as outlined by the CSA Elections Office and submit it to the President.
  - c) The President will submit this form to the Electoral Appeals Board.
  - d) The Elections Appeals Board (EAB) will then convene within 36 hours to review the complaint and render a decision.

## **20.0 Voting Process: Format of Ballots**

### **20.1 Candidate Ballots**

- 20.1.1** Each candidate race will appear on a separate ballot sheet.
- 20.1.2** Names of candidates running for the Executive or Directors shall appear on the ballots in the exact form they were ratified by the Board.
- 20.1.3** The order of each candidate name on the ballot will be randomized through the full ballot population. The CRO shall document the process used and maintain a record of results.



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- 20.1.4 In the case where there is only one candidate running for a Director or Executive Officer position, the ballot, shall include a “Yes” or “No” option.
- 20.1.5 Each ballot will contain one additional option: "Decline", to represent the voter's rejection of the election process respectively.
- 20.1.6 The CRO will ensure that information explaining the “Decline” option is posted at each polling station and on the electronic ballot.

## 20.2 Referendum Question Ballots

- 20.2.1 Referendum question ballots shall include a “Yes” or “No” option.
- 20.2.2 Each ballot will contain one additional option: "Decline", to represent the voter's rejection of the election process respectively.
- 20.2.3 Referendum question shall appear on the ballot in the exact format they were ratified by the Board.
- 20.2.4 Each referendum question will appear on a separate ballot sheet.

## 21.0 Voting Process: Polling Stations

### Preamble

The following shall be used when polling stations are required for a CSA election.

- 21.1 There shall be at least one polling station per day during the voting period for any election.
- 21.2 Polling stations shall at all times be attended by at least two members, duly hired in accordance with applicable CSA temporary help hiring policies.
- 21.3 Polling stations shall include the following information about each candidate accessible to voters:
  - a) The name of each candidate, as it appears on the ballot.
  - b) The position each candidate has been nominated for.
  - c) The candidate’s statement of interest.
  - d) Information about the “Decline” option on the ballot.
  - e) Information about how to properly cast your ballot.

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## 22.0 Election Results

- 22.1 Candidates who receive a majority of votes in favor of their candidacy shall be declared a winner.
- 22.2 Candidates who undergo a “Yes” or “No” vote and receive a majority of “Yes” votes shall be declared a winner.
- 22.3 Should a candidate who is running unopposed receive a majority of “No” votes, this position shall remain vacant and a by-election will be called.
- 22.4 In the event that a “Decline” option records more votes than a winning candidate, a by-election will be called within one month. In the event that a “Decline” option again records more votes than a winning candidate, the candidate with a majority of the remaining votes will still be declared a winner. However, an external review of the election will be initiated, the procedure for which will be decided by the Board. The use of the University of Guelph as an external review body shall not be considered appropriate option by the Board.
- 22.5 In the event that a “Decline” option records more votes than a winning referendum option, that referendum is deemed to have failed.

## 23.0 Ballot Counting Process

- 23.1 The ballot counting process shall commence no later than 24 hours after the polls officially close.

## 24.0 Auditing / Recounting the Ballots

- 24.1 An audit is in reference to the review of the process and results of electronic voting. The audit will include total undergraduate student population, total number of undergraduate students who received a ballot, e-mail addresses which received ballots, e-mail addresses which failed to receive ballots, the number of students who were re-sent ballots, and the total number of times the ballot was e-mailed.
- 24.2 A recount is in reference to a review of the voting results and a recounting of cast ballots.
- 24.3 Following the close of the voting period, there shall be a five (5) day audit/recount

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period.

- 24.4** The Chief Returning Officer (CRO) may issue a recount of the ballots at any time during the five (5) day audit/recount period at their discretion. However, a candidate may appeal any decision made by the CRO by following the appeal procedure outlined in Section 19.0 of this policy (Appeals for CRO Decisions).
- 24.5** An audit and recount will automatically be initiated if the winning candidate or option outperforms the second-place candidate or option by less than 3% of total votes cast.
- 24.6** The CRO will accept appeals for an audit/recount during this five (5) day period following the posting of the results.
- 24.7** A request for an audit/recount of the ballots must be submitted in writing to the CRO, and copied to the President, within the five (5) day period. A request should clearly state the reasons behind such a request and all evidence.
- 24.8** During the five (5) day audit/recount period following the release of the unofficial results, the Board of Directors may not ratify the election results.
- 24.9** The Board of Directors will be informed of any request for an audit/recount at the first Board meeting after the close of the five (5) day period.
- 24.10** Successful candidates will be ratified only after this five (5) day period.
- 24.11** The CRO shall send a copy of any audit to the President and the Policy & Transition Manager for archiving purposes. Audit results will be archived for a period of at least five years.
- 24.12** If candidates have further concerns or questions regarding the voting process and audit, they may be put in contact with the third party administering the online elections process in the presence of the CRO.

## **25.0 Announcements of the Results**

- 25.1** The CRO shall release the election results of the election no later than noon, on the first business day after the close of the voting period.
- 25.2** The results shall be released to all candidates and referendum teams, and the Board of Directors including the Executive Committee. The results shall also be made available on the CSA website.

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**25.3** The results of the election shall be advertised as “unofficial” until the Board of Directors ratifies the results.

## **26.0 Online Elections Contingency Plan**

**26.1** In the event that the Board of Directors rules that online elections have been ascertainably compromised, or the online polling provider can no longer support, CSA elections must move to the contingency plan outlined in this policy.

**26.2** In the event that CSA elections must move to the contingency plan, a mass email must be sent to the CSA membership within 12 hours of the decision for elections to move to the contingency plan. This email shall detail the voting procedure and the details of the contingency plan.

**26.3** Voting will be conducted via paper balloting.

**26.4** The format of the ballots will be as outlined in Appendix G, Section 20.

**26.5** The Online Elections Contingency Plan will include the location of polling locations on campus.

**26.6** Counting of the ballots will be as outlined below:

- a) The ballots shall be counted immediately upon the closing of the polls on the last day of voting.
- b) The ballots shall be counted by the CRO, the ARO, the CRO's supervisor, at least two polling clerks.
- c) One scrutineer may be present to represent each of the candidates and each referendum campaign if they so desire, as long as the scrutineer is not a campaign manager or member of a campaign team.
- d) Recounting of the ballots will be as outlined in Appendix G, Section 24. 0.

## **27.0 Elections Appeals Board (EAB)**

### **27.1 Mandate of the EAB Board**

# Appendix G Electoral



- 27.1.1** The Elections Appeals Board (EAB) will meet on an as-needed basis to preside over any appeal of a decision made by the CRO; including infractions.
- 27.1.2** Any appeals to be discussed following elections period and scheduled meetings of the EAB will be sent directly to the Board of Directors.
  - a) The President will warn the Board of Directors of the possibility of the need for emergency Board meetings to discuss appeals and infractions deemed major during elections week.
- 27.1.3** The EAB will not hear any appeals submitted more than 24 hours after the Chief Returning Officer's decision.
- 27.1.4** The decisions of the Elections Appeals Board shall be considered final and will not be subject to further review.

## **27.2 Formation of the Board**

Membership of the Elections Appeals Board will be organized by the President and ratified by the Board of Directors no later than the first Board meeting of the Fall semester.

## **27.3 Membership of the Board**

- 27.3.1** The Elections Appeals Board (EAB) shall consist of:
  - a) Three Directors; and
  - b) Two General Members of the CSA in good standing as per the requirements in Bylaw 1, Section 2.1.
- 27.3.2** The Board will nominate and select the Directors who will sit on EAB as per Robert's Rules and the Chair's discretion.
- 27.3.3** General Members of the CSA to sit on the Elections Appeals Board will be selected as follows:
  - a) General Members of the CSA will be informed of the volunteer opportunity through advertising via mass-mail and posters to form a volunteer pool.
  - b) All interested CSA members shall submit a 150-word statement of

# Appendix G Electoral



interest and CV to be reviewed by the Board.

- c) The Board will select and ratify CSA General Members to be on the EAB as per Robert's Rules and the Chair's discretion

**27.3.4** Advertising to, and the selection process of General Members of the CSA to sit on the EAB shall take into consideration candidate equity.

A candidate who falls within a marginalized group will be selected when that candidate is of comparable qualifications to the other most qualified candidates.

Marginalized shall be defined as a person from groups that face systemic barriers to such volunteer opportunities, including but not limited to women, racialized people, aboriginal people, queer people, persons with disabilities, and international students.

- a) The membership of the EAB shall consist of no less than 40% women-identified individuals.

**27.3.5** Membership of the EAB will be reviewed by the Chief Returning Officer and the President at the close of the nomination period for the General Elections, or as required, to ensure no conflict of interest exists among members and candidates.

## **27.4 Meetings of the Elections Appeals Board (EAB)**

**27.4.1** Quorum for EAB meetings shall be set at three (3) members.

**27.4.2** The President shall not be a voting member of the EAB, however, the President shall break a tie among the voting members if required.

**27.4.3** The EAB will establish regular meeting times prior to campaign and voting periods. The EAB will hold three (3) meetings during campaign and voting periods.

**27.4.4** The President shall be responsible for setting meeting times and ensuring that all parties related to the appeal are made aware of meeting times, dates, and locations. The EAB shall meet proactively to be prepared to reply quickly and efficiently to appeals should they arise.

**27.4.5** It is the responsibility of the President to inform the Board of Directors of EAB decisions.

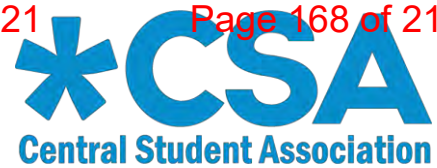
# Appendix G Electoral



- 27.4.6** The candidate or referendum team in question must make themselves available and be prepared should the EAB deem it necessary to ask the candidate or referendum team questions.
- a) If extenuating circumstances apply, and a candidate or referendum team cannot attend a meeting of the EAB, notification must be given to the President at least 24 hours before the time of the meeting. Otherwise, failure to appear may cause the complaint or appeal to be rendered null and void.

**CENTRAL STUDENT ASSOCIATION**  
**APPENDIX G – CSA Electoral**

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**Contents**

*(former Appendix K: CSA Electoral)*

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2. Roles and Responsibilities of the CSA Elections Office
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4. Nominations
5. Withdrawal of Candidates
6. Referendum
7. Standing Referendum Committee
8. Referendum Fee Schedule and Expenses
9. Referendum Question Petition Collection
10. Ratification of Referendum Questions
11. Responsibilities of Candidates and Referendum Teams
12. All-Candidates Meeting
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20. Voting Process: Format of Ballots
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25. Announcements of the Results
26. Online Elections Contingency Plan
27. Elections Appeals Board (EAB) (former Appendix I)

**This is the current  
(old) version of  
Appendix G.**

**NOTE: Former Appendices now combined as Appendix G:**

Appendix H: Campaign Policies and Penalties

Appendix I: Elections Appeals Board (EAB)

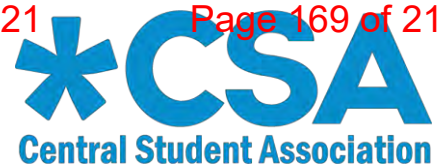
Appendix K: CSA Electoral

***This policy was amended by the CSA Board on November 28, 2018.  
An amendment to Clause 6.3 was approved by the CSA Board on April 3, 2019.  
An amendment to Clause 4.2.1.d was approved by the CSA Board on November 6, 2019.***



**CENTRAL STUDENT ASSOCIATION**  
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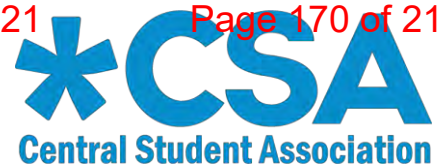
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**1.0. Conflict of Interest**

- 1.1. A conflict of interest is deemed to be any relationship that a CSA Elections Office staff may have with any electoral candidate or principal in a referendum campaign, which may interfere with the impartial operation of the electoral office.
- 1.2. The Chief Returning Officer (CRO) and Assistant Returning Officer (ARO) are expected to declare a conflict of interest to their supervisor, who will then report such to the Board of Directors.
- 1.3. Any member of the organization who feels that the CRO or ARO may have a conflict of interest may report this to the appropriate supervisor, who will then take it to the Board of Directors.
- 1.4. In the case where a conflict of interest is reported, the Board of Directors will determine whether the perceived conflict merits an alternative process.
- 1.5. In the case where a conflict of interest is determined to merit action, approvals for all campaign material for the candidate or referendum committee involved, as well as for the other candidates or referendum committee for the same question, will be determined by another CSA Elections Office staff.
- 1.6. If a conflict of interest is determined to exist for all electoral officers, then approvals will be determined by the CSA Elections Office supervisor.
- 1.7. If a conflict of interest is identified during or after the voting period, the Board of Directors will immediately begin a review of the electoral period to determine whether such a conflict has disrupted the normal operation of the democratic process, and, if so, what remedy will be undertaken.

**2.0. Roles and Responsibilities of the CSA Elections Office**

- 2.1. The role of the CSA Elections Office shall be to conduct CSA elections and by-elections in accordance with CSA Bylaws and Policies and any relevant directives as may from time to time be given by resolution of the Board of Directors;
- 2.2. The Chief Returning Officer (CRO) shall oversee the completion of the Assistant Returning Officer (ARO) roles and responsibilities;
- 2.3. The CRO is responsible for ensuring all relevant by-laws, policies, and University regulations are available to all candidates prior to campaign commencement;
- 2.4. The CRO shall obtain a voters list from the University of Guelph Administration in order to verify a voter's identity as well as the voter's respective faculty or college;
- 2.5. The CSA Elections Office shall verify the authenticity of nomination signatures or petition signatures;
- 2.6. The CSA Elections Office shall secure polling stations or voting spaces on campus;
- 2.7. The CSA Elections Office shall prepare and update all applicable forms and ensure that they are available within 10 business days of the Fall semester;
- 2.8. The CSA Elections Office shall organize all aspects of the All Candidates Meeting;
- 2.9. The CSA Elections Office shall ensure the All Candidates Package is up to date and provided to the Board of Directors;

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- 2.10. The CSA Elections Office shall be responsible for the approval of all campaigning material;
- 2.11. The CSA Elections Office shall adjudicate and provide rulings on complaints filed during the electoral process;
- 2.12. The CSA Elections Office shall prepare any necessary reports for the Board of Directors;
- 2.13. The CSA Elections Office shall provide all official correspondence from the CSA Elections Office via email; and
- 2.14. The CSA Elections Office shall abide by and adhere to any other roles and responsibilities laid out in the CRO and ARO approved job descriptions, the CSA Bylaws and Policies and as directed by their supervisor.

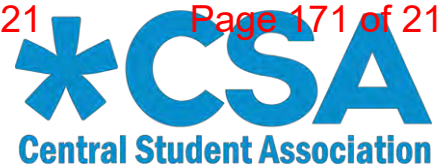
**3.0. Roles and Responsibilities of the CSA Board and Executive**

(with regard to CSA Elections)

- 3.1. The CSA Elections Office, in co-operation with the Vice President Academic, will compile a class schedule of all classes containing at least 100 students.
- 3.2. The President will create an election campaign strategy to promote the CSA elections during the nomination, campaign and voting periods. This 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.
- 3.3. Components of the election campaign strategy may include classroom talks, canvassing students, paneling, online outreach campaigns, poster runs, etc.
- 3.4. Directors and Executive shall aspire to attend any emergency Board meetings during the CSA election period.
- 3.5. Failure on the part of Directors to contribute to the election campaign as directed may lead to disciplinary action in accordance with Bylaw 1, Section 6 (Accountability and Removal from Office), at the Board's discretion.

**4.0. Nominations****4.1. Eligibility**

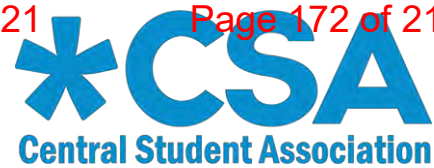
- 4.1.1. Any member deemed in good standing with the CSA is eligible to stand as a candidate for the office of any Executive Officer position, or any non-executive director position, so long as they have been enrolled in a degree program within the current CSA fiscal year. Members in good standing are also eligible to nominate another member as a candidate.
- 4.1.2. Candidacy is exclusive. Members may run for only one elected position within the CSA in an election. If it is the case that a member has been nominated for multiple CSA positions in a given nomination period, they must communicate to the CRO their desire to withdraw all but one of the nominations before the end of the nomination period. If such a desire is not communicated before the end of the nomination period, the last submitted nomination will be considered the official nomination and all others will be discarded.

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- 4.1.3.** For the purpose of General Elections, individuals not registered in the winter semester are considered members in good standing if it can be shown that they were members in good standing in the previous fall semester of the same academic year.
- 4.1.4.** The CRO shall submit the names of all valid candidates and the offices they are seeking to the Board of Directors for ratification within seven days of the close of nominations. If the Board of Directors does not meet within seven days of the close of nomination, the Executive Committee is empowered to ratify the list of candidates.

**4.2. Nomination of Directors**

- 4.2.1.** The nomination for any non-executive Board of Directors position must abide by the following rules of procedure:
- a) The nominee must declare their interest in collecting nomination signatures on the appropriate form outlined by the CSA Elections office;
  - b) The nominee must provide a listing of all extra-curricular activities engaged in by the nominee, to allow the CRO to make appropriate decisions related to the abuse of other positions the nominee may hold. This list will be kept until the results of the election have been ratified, at which point it shall be destroyed;
  - c) The nominee must collect nomination signatures on the appropriate form outlined by the CSA Elections Office;
  - d) The nominee must receive a total of 50 **25** verified signatures in support of their candidacy and must be from individuals within their constituency;  
**[Amended by the Board – November 6, 2019]**
  - e) The nominee shall submit a short statement that the CSA may use in media when promoting all the candidates in the Election, as a link on the electronic ballot and may use at Poll Station locations where appropriate. This statement should be no longer than 150 words;
  - f) The nominee shall present a refundable deposit of \$25 in the form of cash, certified cheque or personal cheque.
- 4.2.2.** These items must be completed and all appropriate forms and signatures must be submitted during the prescribed nomination period and prior to the final deadline as stated by the CSA Elections Office.
- 4.2.3.** Nominations received during the nomination period will be kept in confidence until the closing of the nominations period, at which point the CRO will announce the list of candidates, upon confirmation of the eligibility of all seconders and nominators.
- 4.2.4.** In order to facilitate verification and eligibility, the CRO will request a voters list from the Registrar's Office. A nominator's signature, student number as well as confirmation of CSA general membership will be considered verification.

**CENTRAL STUDENT ASSOCIATION**  
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**4.3.1.** The nomination for any Executive Officer Board of Directors position must abide by the following rules of procedure:

- a) The nominee must declare their interest in collecting nomination signatures on the appropriate form outlined by the CSA Elections office;
- b) The nominee must provide a listing of all extra-curricular activities engaged in by the nominee, to allow the CRO to make appropriate decisions related to the abuse of other positions the nominee may hold. This list will be kept until the results of the election have been ratified, at which point it shall be destroyed;
- c) The nominee must collect nomination signatures on the appropriate form outlined by the CSA Elections Office;
- d) The nominee must receive a total of 100 verified signatures in support of their candidacy;
- e) The nominee shall submit a short statement that the CSA may use in media when promoting all the candidates in the Election, as a link on the electronic ballot and may use at Poll Station locations where appropriate. This statement should be no longer than 150 words;
- f) The nominee shall present a refundable deposit of \$50 in the form of cash, certified cheque or personal cheque.

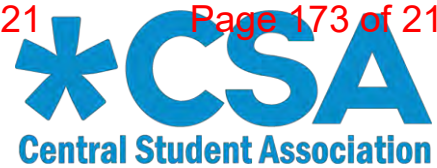
**4.3.2.** These items must be completed and all appropriate forms and signatures must be submitted during the prescribed nomination period and prior to the final deadline as stated by the CSA Elections Office.

**4.3.3.** Nominations received during the nomination period will be kept in confidence until the closing of the nominations period, at which point the CRO will announce the list of candidates, upon confirmation of the eligibility of all seconders and nominators.

**4.3.4.** In order to facilitate verification and eligibility, the CRO will request a voters list from the Registrar's Office. A nominator's signature, student number as well as confirmation of CSA general membership will be considered verification.

**5.0. Withdrawal of Candidates**

**5.1.** A candidate may withdraw their candidacy in a CSA election as long as their withdrawal is in writing and is submitted to and accepted by the CSA Elections Office twenty-four (24) hours before the voting period commences.

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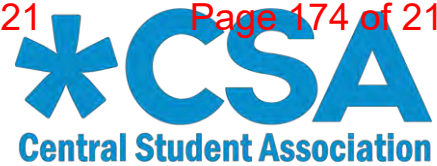
- 6.1. Any student group or member of the undergraduate student body may submit a Referendum question on the appropriate form outlined by the CSA Elections Office
- 6.2. Questions concerning the internal structure, organization, and/or operation of the CSA shall be considered in the general election referenda and shall follow the same format as other questions.
- 6.3. Referendum questions shall be included during the General Elections period.  
*[Amended by the Board – April 3, 2019]*
- 6.4. Quorum for a referendum question posed to the membership shall be 20% of the general membership.
- 6.5. A simple majority vote is required for a valid outcome.
- 6.6. When the CRO is presented with any referenda question which would de-ratify, defund, change the funding model (except to increase), or garner opinion on any campus organization's existence, which in previous referenda garnered support and/or funding, the CRO must notify said campus organization via email within 24 hours of receiving the question.
  - 6.6.1. Petition signatures may be collected in opposition to the asking of these questions. All signatures on such a petition must be verified by the CRO and presented to the CSA Board of Directors.

**7.0. Standing Referendum Committee**

- 7.1. A Standing Referendum Committee (SRC) shall be struck by the Board of Directors upon the submission, or knowledge of forthcoming referendum question submissions.
- 7.2. The SRC shall:
  - a) Be comprised of the Chief Returning Officer and at least two Directors.
  - b) Receive all submitted referendum questions from the CSA Elections Office.
  - c) Upon receipt of a referendum question, meet to approve the question and provide any feedback within two weeks.
  - d) Determine the wording of the referendum question, which must include the current fee paid by students (if any), the proposed increase, and the new fee to be paid.
  - e) Determine which fee schedule, paid to the CSA, for hosting the referendum question, is applicable to the group.

**8.0. Referendum Fee Schedule and Expenses**

- 8.1. Internal bodies shall pay no election fees. Internal bodies are defined as CSA Clubs, Services, Board Members or Executive Members acting in pursuance of their respective duties.
- 8.2. Special Status Groups, Primary Student Organizations and all other campus student organizations (including their accredited student organizations) and the general membership of the CSA shall pay no election fees for the use of the CSA Electoral service.

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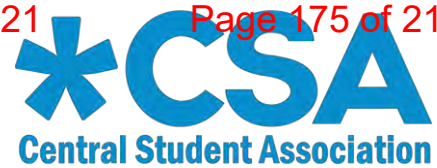
- 8.3. Each group sponsoring a referendum question shall present a refundable deposit of \$50 in the form of cash or certified cheque before campaigning can begin.
- 8.4. A referendum fee of \$300 will be billed to any non-student external organizations, university departments and programs using CSA Electoral services.

**9.0. Referendum Question Petition Collection**

- 9.1. Once a question has been approved by the SRC, the referendum team shall begin to collect petitions to allow the referendum question to be placed on the ballot.
- 9.2. Referendum questions which are initiatives of an Executive Officer, Director or Service Coordinator under the supervision of an Executive Officer acting in pursuance of their respective duties, are not required to collect signatures, but must be approved by the Board of Directors.
- 9.3. The collection of petitions for any referendum question must abide by the following rules of procedure:
  - a) Petition signatures must be collected on the appropriate petition collection forms outlined by the CSA Elections Office;
  - b) Petition collection forms must be signed by no less than 10% of the membership to which the proposed fee/or question would apply; and
- 9.4. Petitioning for signatures shall not be considered campaigning.

**10.0. Ratification of Referendum Questions**

- 10.1. The final ratification date for referendum questions will be the last Board meeting of the general election nomination period. The Board may call an emergency meeting in the last week of the nomination period if necessary.
- 10.2. The final date for approval will be well-advertised by the CSA Elections Office at least two weeks in advance of the deadline.
- 10.3. Referendum questions not accompanied by the appropriate amount of signatures cannot be approved by the Board of Directors, unless they are initiatives of an Executive Officer acting in pursuance of their respective duties.
- 10.4. Referendum questions approved at the Board of Directors without signatures must be initiatives of an Executive Officer, Director or Service Coordinator acting under the supervision of an Executive Officer in pursuance with their respective duties.
- 10.5. In order to consider the modification or reversal of an earlier decision to approve a referendum question, the Board will require the presence of a representative from the approved referendum team at the meeting. The President is responsible for ensuring that sufficient notice is provided to the referendum team and that all reasonable measures are taken to communicate the necessity of the referendum team's presence. If the President is unable to contact a representative from the referendum team, they will report to the Board with the details of such efforts.

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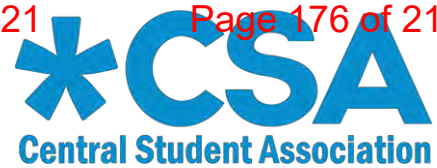
- 10.6.** There shall be a moratorium on any referenda questions that have failed at a vote. This includes questions that are the same in writing and those that are the same in impact. Such a moratorium lasts for one year, commencing May 1, after which such questions are free to be posed to the membership again.

**11.0. Responsibilities of Candidates and Referendum Teams**

- 11.1.** To check their email at least once every 12 hours throughout the campaign period to ensure they are accessible to the CRO. If access to email is not available, the CRO must be informed before the start of the campaign period and alternative arrangements made.
- 11.2.** To be prepared to attend Board meetings, as requested, during the course of elections.
- 11.3.** To attend the All-Candidates Meeting called by the CRO and to participate in any All Candidates Forum(s) and Fairs as hosted by the CSA Elections Office. Penalties for infractions for lack of attendance by a candidate or referendum team are outlined in Section 18: Penalties for Infractions.
- 11.4.** To submit all applicable information or forms prescribed and by the designated dates and recognize that failure to do so may lead to disqualification at the discretion of the CRO.
- 11.5.** No one, whether a member of a registered campaign committee or otherwise, shall disseminate information verbally, electronically or otherwise that is defamatory, potentially libelous or factually incorrect. Campaigners shall act reasonably, responsibly and in good faith.

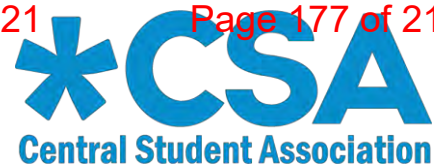
**12.0. All-Candidates Meeting**

- 12.1.** All candidates, or an authorized representative, must attend the All-Candidates Meeting in its entirety or arrange to meet with the Chief Returning Officer in person within 24 hours of the meeting.
- 12.2.** For an authorized representative to be valid, they must possess a signed statement from the candidate that the representative has the authority to act on their behalf for the duration of the meeting.
- 12.3.** Any candidate who fails to attend or send an authorized representative to the All-Candidates Meeting or fails to meet with the CRO shall be disqualified from the election.
- 12.4.** The topics at the All-Candidates Meeting shall include, but not limited to:
- a) the elections process as outlined in the CSA Bylaws and Policies;
  - b) the elections schedule; and
  - c) the duties and functions of the Elections officials.
- 12.5.** Each candidate, or authorized representative, will sign a statement before leaving the meeting that indicates they understand the rules and regulations governing the election process.
- 12.6.** It is the responsibility of each candidate to understand all information provided at the All-Candidates Meeting.

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- 13.1.** All candidates and referendum teams must abide by the following rules relating to conduct and behavior during campaigning and assume responsibility for those campaigning on behalf of candidates or referendum teams. Campaigners are bound by the same rules as candidates.
- 13.2.** A list of official campaigners for each candidate or referendum team shall be provided to the Chief Returning Officer (CRO) prior to the commencement of the campaign period. This list shall remain confidential and is for CSA Elections Office use only.
- 13.3.** Campaigning for referendum questions may commence no earlier than the first day of the General Elections nomination period.
- 13.4.** Candidates and referendum teams shall campaign in accordance with the rules of fair play. Breaking the rules of fair play include, but are not limited to, breaching generally accepted community standards, libel, slander, general sabotage of the campaigns of other candidates, malicious and/or intentional breach of elections policy, any attempt to undermine the electoral process and misrepresentation of fact. This type of behaviour is not permitted and may result in disqualification.
- 13.5.** No campaigning shall take place before the nomination period and before the start of the campaigning period.
- 13.6.** Any current member of the Board, staff, volunteers, and committee member of the CSA who decides to run for an elected position shall disassociate from all areas of their position relating to the election from the commencement of the nomination period.
- 13.7.** It is the responsibility of the candidate or referendum team to ensure that all campaign materials and/or advertisements, conform to all policies and regulations of the CSA, and with all municipal, provincial, federal laws.
- 13.8.** All campaign materials and/or advertisements must be authorized by the CRO in advance of printing, posting or distribution. All submissions made to the CRO shall be returned with or without approval within two (2) business days.  
(See Section 14.2.4)
- 13.9.** All campaign materials, where feasible, are to contain the following phrase somewhere in plain sight on the material: "Please recycle after the election."
- 13.10.** No campaigning of any form is permitted within CSA offices or CSA service areas unless otherwise stated by the CRO.
- 13.11.** Candidates or referendum teams must receive permission from the presiding professor/ lecturer/ faculty member(s) prior to campaigning within a classroom.
- 13.12.** Campaigning is not allowed within individual Student Residences or within the Library.
- 13.13.** Candidates are not entitled to use in their campaign, any service or monies, conferred onto them by virtue of holding any position in any campus organization unless such services would still be available to them otherwise. This includes, but is not limited to, office supplies, equipment, advertising space and staff.
- 13.14.** Campaigning during voting period will be permitted. While campaigning is permitted during the voting period, any candidate found to be interfering with an individual student ballot or the online ballot process will be disqualified.





## **14.0. Campaign Regulations**

**14.1.** In the interest of protecting the equitable rights of all persons involved in an election campaign, all materials and services used in any campaign will be monitored by the Chief Returning Officer (CRO) and the Assistant Returning Officer (ARO). Such materials and services will be assessed at standard market rates.

### **14.2. The Practice of Campaigning:**

**14.2.1.** The candidates and referendum teams are responsible for all advertising placed in their name. Each candidate and referendum team is responsible for the removal of all visual aids from the campus before their deposit will be returned.

**14.2.2.** Stickers are banned from use for the reason of expensive cleanup and repainting of structures.

**14.2.3.** All campaigning must be done in accordance with relevant University solicitation regulations.

**14.2.4.** All print and electronic campaign material must include the name of the candidate (as it is to appear on the ballot), the full name of the position for which they are a candidate, and the elections logo provided by the CSA Elections Office. (See Section 13.8)

**14.2.5.** No candidate in any CSA election may have more than one poster listing in their name or depicting their image posted on any given poster board or rail.

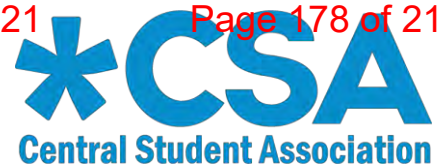
**14.2.6.** The use of election campaign funds that are not provided by the CSA to promote a CSA candidate's name, candidacy, or image is forbidden.

**14.2.7.** Collecting signatures in pursuance of By-law 2, Section 2 (Election Periods) will not be considered campaigning and may continue until the applicable forms are received by the Elections Office, at which point, soliciting further signatures will be considered campaigning.

**14.2.8.** Candidates and Referendum teams may rally support from student volunteers to aid them in their campaign efforts, but may not accept donations in kind (printing, materials, supplies) or other financial support.

### **14.3. Termination to Campaigning:**

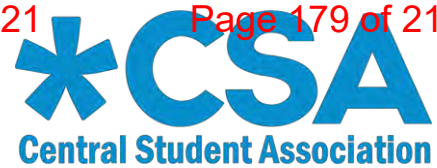
**14.3.1.** Campaigning is permitted from the opening of the campaign period up to and including the close of the polls on the final date of voting. Campaigning is strictly prohibited outside the designated campaign period. Failure to abide by this clause may result in immediate disqualification of the candidate or referendum question.

**CENTRAL STUDENT ASSOCIATION**  
**APPENDIX G – CSA Electoral****15.0. Listserv**

- 15.1.** For all matters pertaining to elections, Organizational Email Lists shall be defined as any list of emails containing more than five (5) recipients sent by a candidate or by an individual or organization on a candidate's behalf. For all matters pertaining to elections, campaign emails shall be defined as any email which contains text promoting a position with respect to a candidate in the election, sent by a candidate or by an individual or organization on behalf of a candidate.
- 15.2.** Candidates are permitted to send campaign emails over organizational listservs. It is the responsibility of the group in question to determine, if and in what manner they will permit candidates to use their listserv.
- 15.3.** All Organizational Email List emails are to be accounted for in a candidate's or referendum budget. They will be assessed at a rate of \$0.04 per recipient.
- 15.4.** It is the responsibility of the candidate to determine, with as much accuracy as possible, the approximate population of an Organizational Email List and to make this information available to the CRO prior to the email being sent.
- 15.5.** All campaign emails are subject to CRO approval before being sent.

**16.0. Expenses**

- 16.1.** Candidates and referendum teams are responsible for maintaining all receipts for expenses incurred in their campaign, except receipts for printing, done through the CSA, which will be accounted for and added to their final budget by the CSA.
  - 16.2.1.** Candidates and referendum teams must submit receipts with a statement of projected total expenses on the Final Budget Expenditure Form within 48 hours after the close of the polls (weekends and statutory holidays included).
- 16.2.** Candidates and referendum teams must submit a statement of total expenses on the applicable final budgetary form 48 hours after the close of the polls (weekends and statutory holidays included). It may be submitted prior to this deadline.
- 16.3.** All organizations who put forth a referendum question, and candidates shall be obligated to provide an accurate and comprehensive final campaign budget to the CSA Elections Office within 48 hours after the close of the polls (weekends and statutory holidays included).
- 16.4.** All organizations or groups who oppose a referendum question and have formed a "no campaign" shall also be obligated to provide an accurate and comprehensive final campaign budget to the CSA Elections Office within 48 hours after the close of the polls (weekends and statutory holidays included).
- 16.5.** If a referendum question is sponsored by an Executive, or their fee schedule permits the deposit and expenses shall be covered by the CSA. All referendum teams, regardless of fee schedule will have a campaign expense limit of \$300.
- 16.6.** The CSA will bear the expense of all Executive and Board of Director candidate's campaigns.

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**APPENDIX G – CSA Electoral****17.0. Campaign Expense Limits**

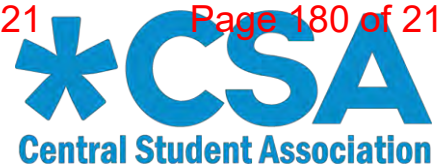
- 17.1. The campaign expense limit for Executive candidates is \$200.
- 17.2. The campaign expense limit for Board of Director candidates is \$75.
- 17.3. The campaign expense limit for Referendum teams is \$300, only if determined to be an Internal Body, as outlined in Bylaw 3.3.1. To be covered by the CSA, all referendum teams, regardless of fee schedule, will have a campaign expense limit of \$300.
- 17.4. The CSA will bear the expense of all Executive and Board of Director candidates.

**18.0. Penalties for Infractions**

- 18.1. The Chief Returning Officer (CRO) is responsible for monitoring candidates and referendum campaigns and ensuring that referendum campaigns strictly comply with applicable CSA Bylaws and Policies.
- 18.2. The CRO and ARO are empowered to levy fines and/or disqualify any candidates or referendum teams for infractions in campaigning and/or failure to meet the prescribed deadlines as stipulated in this policy and the approved All Candidates Package.
- 18.3. Specific electoral policy guidelines and campaign infractions, outlined in the All Candidates Package, from which the CRO will make their decisions, must be adopted by the CSA Board of Directors at a Board meeting in the semester during which the election will be held, and prior to the commencement of such election period.
- 18.4. Infractions will be percentage-based and candidates or referendum teams receiving a sum of 100% or greater will be disqualified.
- 18.5. Failure to comply with applicable CSA Bylaws and Policies, could result in the invalidation of a referendum or individual's candidacy, as determined by the CRO, as per electoral guidelines, outlined in the All Candidates Package, as adopted by the Board of Directors.
- 18.6. Should a candidate or referendum team receive a penalty for an infraction, they must be contacted within 24 hours of the decision by email, and informed of the infraction and resulting penalty, as well as any available appeal mechanisms.
- 18.7. In cases of disqualification, the CRO must attempt to contact the candidate or referendum team by both email and phone.
- 18.8. The CRO must also prepare a statement informing the public of this disqualification within 24 hours of the decision made. It is the responsibility of the President to ensure that this statement is made available on the CSA website.

**19.0. Appeals for Chief Returning Officer (CRO) Decisions**

- 19.1. The process for appealing a decision made by the CSA Elections Office is as follows:
  - a) An attempt must be made to address the issue or concerns directly with the CRO;
  - b) If issues cannot be resolved, then the complainant is to complete the applicable appeals form as outlined by the CSA Elections Office and submit it to the President;

**CENTRAL STUDENT ASSOCIATION**  
**APPENDIX G – CSA Electoral**

- c) The President will submit this form to the Electoral Appeals Board; and
- d) The Elections Appeals Board (EAB) will then convene within 36 hours to review the complaint and render a decision.

**20.0. Voting Process: Format of Ballots****20.1. Candidate Ballots**

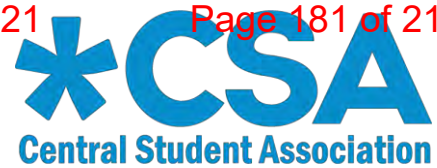
- a) Each candidate race will appear on a separate ballot sheet;
- b) Names of candidates running for the Executive or Board of Directors shall appear on the ballots in the exact form they were ratified by the Board;
- c) The order of each candidate name on the ballot will be randomized through the full ballot population;
- d) In the case where there is only one candidate running for a Board of Directors or Executive position, the ballot, shall include a "Yes" or "No" option;
- e) Each ballot will contain one additional option: "Decline", to represent the voter's rejection of the election process respectively; and
- f) The CRO will ensure that information explaining the "Decline" option is posted at each polling station and on the electronic ballot.

**20.2. Referendum Question Ballots**

- a) Referendum question ballots shall include a "Yes" or "No" option;
- b) Each ballot will contain one additional option: "Decline", to represent the voter's rejection of the election process respectively;
- c) Referendum question shall appear on the ballot in the exact format they were ratified by the Board; and
- d) Each referendum question will appear on a separate ballot sheet.

**21.0. Voting Process: Polling Stations**

- 21.1.** There shall be at least one polling station per day during the voting period for any election.
- 21.2.** Polling stations shall at all times be attended by at least two members, duly hired in accordance with applicable CSA temporary help hiring policies.
- 21.3.** Polling stations shall include the following information about each candidate accessible to voters:
  - a) The name of each candidate, as it appears on the ballot;
  - b) The position each candidate has been nominated for;
  - c) The candidate's statement of interest;
  - d) Information about the "Decline" option on the ballot; and
  - e) Information about how to properly cast your ballot.

**CENTRAL STUDENT ASSOCIATION**  
**APPENDIX G – CSA Electoral****22.0. Election Results**

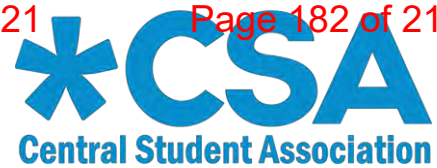
- 22.1. Candidates who receive a majority of votes in favor of their candidacy shall be declared a winner.
- 22.2. Candidates who undergo a “Yes” or “No” vote and receive a majority of “Yes” votes shall be declared a winner.
- 22.3. Should a candidate who is running unopposed receive a majority of “No” votes, this position shall remain vacant and a by-election will be called.
- 22.4. In the event that a “Decline” option records more votes than a winning candidate, a by-election will be called within one month. In the event that a “Decline” option again records more votes than a winning candidate, the candidate with a majority of the remaining votes will still be declared a winner. However, an external review of the election will be initiated, the procedure for which will be decided by the Board. The use of the University of Guelph as an external review body shall not be considered appropriate option by the Board.
- 22.5. In the event that a “Decline” option records more votes than a winning referendum option, that referendum is deemed to have failed.

**23.0. Ballot Counting Process**

- 23.1. The ballot counting process shall commence no later than 24 hours after the polls officially close.

**24.0. Auditing / Recounting the Ballots**

- 24.1. An audit is in reference to the review of the process and results of electronic voting. The audit will include total undergraduate student population, total number of undergraduate students who received a ballot, e-mail addresses which received ballots, e-mail addresses which failed to receive ballots, the number of students who were re-sent ballots, and the total number of times the ballot was e-mailed.
- 24.2. A recount is in reference to a review of the voting results and a recounting of cast ballots.
- 24.3. Following the close of the voting period, there shall be a five day audit/recount period.
- 24.4. The Chief Returning Officer (CRO) may issue a recount of the ballots at any time during the five-day audit/recount period at their discretion. However, a candidate may appeal any decision made by the CRO by following the appeal procedure outlined in Section 19 of this policy (Appeals for CRO Decisions).
- 24.5. An audit and recount will automatically be initiated if the winning candidate or option outperforms the second-place candidate or option by less than 3% of total votes cast.
- 24.6. The CRO will accept appeals for an audit/recount during this period following the posting of the results.
- 24.7. A request for an audit/recount of the ballots must be submitted in writing to the CRO within the five-day period. A request should state clearly the reasons behind such a request and any and all evidence.

**CENTRAL STUDENT ASSOCIATION**  
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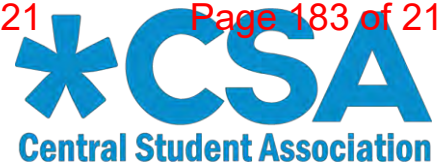
- 24.8. During the five-day audit/recount period following the release of the unofficial results, the Board of Directors may not ratify the election results.
- 24.9. The Board of Directors will be informed of any request for an audit/recount at the first Board meeting after the close of the five-day period.
- 24.10. Successful candidates will be ratified only after this five-day period.
- 24.11. The CRO shall send a copy of any audit to the President and the Policy & Transition Manager for archiving purposes. Audit results will be archived for a period of at least five years.
- 24.12. If candidates have further concerns or questions regarding the voting process and audit, they may be put in contact with the third party administering the online elections process in the presence of the CRO.

**25.0. Announcements of the Results**

- 25.1. The CRO shall release the election results of the election no later than noon, on the first business day after the close of the voting period.
- 25.2. The results shall be released to all candidates and referendum teams, and the Board of Directors including the Executive Committee. The results shall also be made available on the CSA website.
- 25.3. The results of the election shall be advertised as “unofficial” until the Board of Directors ratifies the results.

**26.0. Online Elections Contingency Plan**

- 26.1. In the event that the Board of Directors rules that online elections have been ascertainably compromised, or the online polling provider can no longer support, CSA elections must move to the contingency plan outlined in this policy.
- 26.2. In the event that CSA elections must move to the contingency plan, a mass email must be sent to the CSA membership within 12 hours of the decision for elections to move to the contingency plan. This email shall detail the voting procedure and the details of the contingency plan.
- 26.3. Voting will be conducted via paper balloting.
- 26.4. The format of the ballots will be as outlined in Appendix G, Section 20.
- 26.5. The location of polling locations on campus.
- 26.6. Counting of the ballots will be as outlined below:
  - a) The ballots shall be counted immediately upon the closing of the polls on the last day of voting;
  - b) The ballots shall be counted by the CRO, the ARO, the CRO’s supervisor, at least two polling clerks;
  - c) One scrutineer may be present to represent each of the candidates and each referendum campaign if they so desire, as long as the scrutineer is not a campaign manager or member of a campaign team; and
  - d) Recounting of the ballots will be as outlined in Appendix G, Section 24.0.



## **27.0. Elections Appeals Board (EAB)**

### **27.1. Mandate of the Board**

**27.1.1.** The Elections Appeals Board (EAB) will meet on an as-needed basis to preside over matters regarding minor campaigning infractions on behalf of the Board, defined as:

- Any infraction levied against a candidate that will not result in disqualification of the candidate.
- Any infraction levied against a referendum that will not result in the discarding of a referendum question.

**27.1.2.** Any appeals to be discussed following elections week and scheduled meetings of the EAB will be sent directly to the Board of Directors

- The EAB will warn the Board of Directors of the possibility of the need for emergency Board meetings to discuss appeals and infractions deemed major during elections week.

**27.1.3.** In accordance with Bylaw 2, Section 8 (Penalties for Campaign Infractions), the EAB will not hear any appeals submitted more than 24 hours after the Chief Returning Officer's decision.

**27.1.4.** The decisions of the Elections Appeals Board shall be considered final and will not be subject to further review.

### **27.2 Formation of the Board**

**27.2.1.** Membership of the Elections Appeals Board will be organized by the President and ratified by the Board of Directors no later than the first Board meeting of the Fall semester.

### **27.3. Membership of the Board**

**27.3.1.** The Elections Appeals Board (EAB) shall consist of:

- Three Board members, who are not **Executive**
- Two general members of the CSA in good standing as per the requirements in Bylaw 1, Section 1.5.

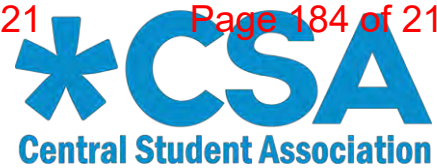
**27.3.2.** The Board will nominate and select the Board members who will sit on EAB as per Robert's Rules and the Chair's discretion.

**27.3.3.** General members of the CSA to sit on the Elections Appeals Board will be selected as follows:

- a) General members of the CSA will be informed of the volunteer opportunity through advertising via mass-mail and posters to form a volunteer pool.

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- b) All interested CSA members shall submit a 150-word statement of interest and CV to be reviewed by the Board.
- c) The Board will select and ratify CSA members to be on the EAB as per Robert's Rules and the Chair's discretion

**27.3.4.** Advertising to and the selected process of general members of the CSA to sit on the EAB shall take into consideration candidate equity. A candidate who falls within a marginalized group will be selected when that candidate is of comparable qualifications to the other most qualified candidates. Marginalized shall be defined as a person from groups that face systemic barriers to such volunteer opportunities, including but not limited to women, racialized people, aboriginal people, queer people, persons with disabilities, and international students.

- Makeup of the EAB shall consist of no less than 40% women-identified individuals.

**27.3.5.** Membership of the EAB will be reviewed by the Chief Returning Officer and President at the close of the nomination period for the General Elections, or when needed, to ensure no conflict of interest exists among members and candidates.

**27.4. Meetings of the Elections Appeals Board (EAB)**

**27.1.** Quorum for EAB meetings shall be set at four (4) members.

**27.2.** The EAB will establish regular meeting times prior to campaign and voting periods. The EAB will hold three meetings during campaign and voting periods.

**27.3.** The President shall be responsible for setting meeting times and ensuring that all parties related to the appeal are made aware of meeting times, dates, and locations. The EAB shall meet proactively to be prepared to reply quickly and efficiently to appeals should they arise.

**27.4.** It is the responsibility of the President to inform the Board of Directors of EAB decisions.

**27.5.** The candidate or referendum team in question must make themselves available and be prepared should the EAB deem it necessary to ask the candidate or referendum team questions.

- If extenuating circumstances apply, and a candidate or referendum team cannot attend a meeting of the EAB, notification must be given to the President at least 24 hours before the time of the meeting.
- Otherwise, failure to appear may cause the complaint or appeal to be rendered null and void.

*This policy was amended by the CSA Board on November 28, 2018.*

*An amendment to Clause 6.3 was approved by the CSA Board on April 3, 2019.*

*An amendment to Clause 4.2.1.d was approved by the CSA Board on November 6, 2019.*



# Appendix G Electoral



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~~(former Appendix K: CSA Electoral)~~

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- ~~3. Roles and Responsibilities of the CSA Board and Executive~~
- ~~4. Nominations~~
- ~~5. Withdrawal of Candidates~~
- ~~6. Referendum~~
- ~~7. Standing Referendum Committee~~
- ~~8. Referendum Fee Schedule and Expenses~~
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- ~~25. Announcements of the Results~~
- ~~26. Online Elections Contingency Plan~~
- ~~27. Elections Appeals Board (EAB) (former Appendix I)~~

**NOTE: Former Appendices now combined as Appendix G:**

Appendix H: Campaign Policies and Penalties

Appendix I: Elections Appeals Board (EAB)

Appendix K: CSA Electoral

**This is the compare documents version  
of the proposed (new) and current (old)  
versions of Appendix G.**

# Appendix G Electoral



~~*This policy was amended by the CSA Board on November 28, 2018.  
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<u>Revision</u>	<u>Board Approval Date</u>
<a href="#">4.2.1 Executive: required signatures for nomination reduced from 100 to 50.</a>	<a href="#">Jan 13, 2021</a>
<a href="#">4.2.1 Director: required signatures for nomination reduced from 25 to 10.</a>	<a href="#">Feb 3, 2021</a>
<b>Appendix G – Electoral, Section 13.3</b> was amended to “Campaigning for referendum questions may commence no earlier than the first day of the General Elections nomination period.”	July 7, 2021
<a href="#">Comprehensive review completed by PBRC Elections Policy Review Working Group in March 2021.</a> <a href="#">Numerous updates detailed in separate document.</a> <a href="#">Revisions also included multi-list and other formatting.</a>	
<a href="#">Pete Wobschall, Policy &amp; Transition Manager</a>	
<u>Signature</u>	<u>Date</u>

# Appendix G Electoral



## 1.0 Conflict of Interest (Elections Office Staff)

- 1.1 A conflict of interest is deemed to be any relationship that a CSA Elections Office staff may have with any electoral candidate or principal in a referendum campaign, which may interfere with the impartial operation of the electoral office.
- 1.2 The Chief Returning Officer (CRO) and Assistant Returning Officer (ARO) are expected to declare a conflict of interest to their supervisor, who will then report such to the Board of Directors.
- 1.3 Any member of the organization who feels that the CRO or ARO may have a conflict of interest may report this to the appropriate supervisor, who will then take it to the Board of Directors.
- 1.4 In the case where a conflict of interest is reported, the Board of Directors will determine whether the perceived conflict merits an alternative process.
- 1.5 In the case where a conflict of interest is determined to merit action, approvals for all campaign material for the candidate or referendum committee involved, as well as for the other candidates or referendum committee for the same question, will be determined by another CSA Elections Office staff.
- 1.6 If a conflict of interest is determined to exist for all electoral officers, then approvals will be determined by the CSA Elections Office supervisor.
- 1.7 If a conflict of interest is identified during or after the voting period, the Board of Directors will immediately begin a review of the electoral period to determine whether such a conflict has disrupted the normal operation of the democratic process, and, if so, what remedy will be undertaken.

## 2.0 Roles and Responsibilities of the CSA Elections Office

- 2.1 The role of the CSA Elections Office shall be to conduct CSA elections and by-elections in accordance with CSA Bylaws and Policies and any relevant directives as may from time to time be given by resolution of the Board of Directors;
- 2.2 The Chief Returning Officer (CRO) shall oversee the completion of the Assistant Returning Officer (ARO) roles and responsibilities;
- 2.3 The CRO is responsible for ensuring all relevant by-laws, policies, and University regulations are available to all candidates prior to campaign commencement;
- 2.4 The CRO shall obtain a voters list from the University of Guelph Administration in

# Appendix G Electoral



order to verify a voter's identity as well as the voter's respective faculty or college;

**2.5** The CSA Elections Office shall verify the authenticity of nomination signatures or petition signatures;

a) Any candidate whose nomination package is complete, but the Elections Office is unable to verify one or more signatures, shall be given two (2-6.——) business days after the close of nominations to amend and resubmit the package for final validation;

**2.6** The CSA Elections Office shall secure a voting system, and if required, polling stations or voting spaces on campus;

**2.7** In collaboration with the President and the Policy & Transition Manager, the Elections Office shall prepare and update all applicable forms and ensure that they are available within 10 business days of the Fall semester;

**2.8** The CSA Elections Office shall organize all aspects of the All-Candidates Meeting;

**2.9** The CSA Elections Office shall ensure the All Candidates' Package is up to date, consistent with CSA bylaws and policies, and provided to the Board of Directors;

**2.10** The CSA Elections Office shall be responsible for the approval of all campaigning material;

**2.11** The CSA Elections Office shall adjudicate and provide rulings on complaints filed during the electoral process;

**2.12** The CSA Elections Office shall prepare any necessary reports for the Board of Directors;

**2.13** The CSA Elections Office shall provide all official correspondence from the CSA Elections Office via email; and

**2.14** The CSA Elections Office shall abide by and adhere to any other roles and responsibilities laid out in the CRO and ARO approved job descriptions, the CSA Bylaws and Policies and as directed by their supervisor.

**2.15** In collaboration with the President and Policy & Transition Manager (PTM), the CRO shall develop an Election schedule to be included in the Candidates' Package.

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a) The Election Schedule shall include a minimum of five (5) business days for each of the following elections periods:

- Nominations
- Promotion & Signature Verification
- Campaigning
- Voting

b) The Elections Schedule shall consider the following priorities; listed from highest priority to lowest priority:

- i. Avoid scheduling Voting periods to weeks that begin with holidays, including Statutory Holidays and Reading Weeks/Days.
- ii. One week between the Nominations and Campaigning periods for the CRO to verify candidate nominations signatures, and for the Promotional & Graphic Designer to develop candidate promotional materials.
- iii. A minimum of one week between the first day of classes and the beginning of the Nominations period.

## **3.0 Board of Directors Election Roles and Responsibilities of the CSA Board and Executive**

~~1.3 (with regard to CSA Elections)~~

~~3.1-~~

**3.1** The CSA Elections Office, in co-operation with the Vice President Academic, will compile a class schedule of all classes containing at least 100 students.

**3.2** The President will create an election campaign strategy to promote the CSA elections during the nomination, campaign and voting periods.

- a) The ~~This~~ 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.
- b) Components of the election campaign strategy may include classroom talks, canvassing students, paneling, online outreach campaigns, poster runs, etc.

**3.3** Directors and Executive shall aspire to attend any emergency Board meetings

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during the CSA election period.

- 3.4 Failure on the part of Directors to contribute to the election campaign as directed may lead to disciplinary action in accordance with Bylaw 1, Section 6 (Accountability and Removal from Office), at the Board's discretion.

## 4.0 Nominations

### 4.1 Eligibility

4.1.1 Executive Officers are eligible to stand as a candidate for a second term in an Executive Officer position, to a maximum of two terms.

4.1.2 Any member deemed in good standing with the CSA is eligible to stand as a candidate for the office of any Executive ~~Officer position,~~ or any ~~non-executive director~~ Director position, so long as they have been enrolled in a degree program ~~within~~ in at least one of the current CSA fiscal year. Members in good standing are also eligible ~~two semesters prior to nominate another member as a candidate. taking office.~~

4.1.3 Members in good standing are also eligible to nominate another member as a candidate.

~~4.1.34.1.4~~ 4.1.4 Candidacy is exclusive. Members may ~~run~~ seek office for only one elected position within the CSA in an election. ~~If it is the case that a member has been nominated for multiple CSA, this applies to both Executive and Director positions in a given nomination period, they must communicate to the CRO their desire to withdraw all but one of the nominations before the end of the nomination period. If such a desire is not communicated before the end of the nomination period, the last submitted nomination will be considered the official nomination and all others will be discarded.~~

~~4.1.3.~~ For the purpose of General Elections, individuals not registered in the winter semester are considered members in good standing if it can be shown that they were members in good standing in the previous fall semester of the same academic year.

~~4.1.44.1.5~~ 4.1.4. The CRO shall submit the names of all valid candidates and the offices they are seeking to the Board of Directors for ratification within seven days of the close of nominations. If the Board of Directors does not meet within seven days of the close of nomination, the



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Executive Committee is empowered to ratify the list of candidates.

## 4.2 Nomination ~~of Directors~~Process

4.2.1 The nomination process for ~~any non-executive Board of Directors position~~those seeking the office of Executive Officer or Director must abide by the following rules of procedure:

a) The nominee~~candidate~~ must declare their interest in collecting nomination signatures on the appropriate form outlined by the CSA Elections office;

~~The~~ The nominee must provide a listing of all extra-curricular activities engaged in by the nominee, to allow the CRO to make appropriate decisions related to the abuse of other positions the nominee may hold. This list will be kept until the results of the election have been ratified, at which point it shall be destroyed;  
~~candidate~~ nominee must collect nomination signatures on the appropriate form outlined by the CSA Elections Office;

a) ~~The~~ The nominee must receive a total of 50 ~~25~~ verified signatures in support of their candidacy and must be from individuals within their constituency;

**[Amended by the Board — November 6, 2019]**

b) ~~The~~ The nominee shall submit a short statement that the CSA may use in media when promoting all the candidates in the Election, as a link on the electronic ballot and may use at Poll Station locations where appropriate. This statement should be no longer than 150 words;

c) ~~The~~ The nominee shall present a refundable deposit of \$25 in the form of cash, certified cheque or personal cheque.

~~1.4~~

~~4.2.2.~~ These items must be completed and all appropriate forms and signatures must be submitted during the prescribed nomination period and prior to the final deadline as stated by the CSA Elections Office.

~~4.2.3.~~ ~~Nominations~~ received during the nomination period will be kept in confidence until the closing of the nominations period, at which point the CRO will announce the list of candidates, upon confirmation of the eligibility of all seconders and nominators.

~~4.2.4.~~ In order to facilitate verification and eligibility, the CRO will request a voters list from the Registrar's Office. A nominator's signature, student number as well as confirmation of CSA general membership will be considered verification.

## 4.3. ~~Nomination of Executive Officer~~

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~~4.3.1. The nomination for any Executive Officer Board of Directors position must abide by the following rules of procedure:~~

~~The nominee must declare their interest in collecting nomination signatures on the appropriate form outlined by the CSA Elections office;~~

b) ~~The nominee~~ must provide a listing of all extra-curricular activities engaged in by the nominee, to allow the CRO to make appropriate decisions related to the abuse of other positions the nominee may hold. ~~This list will be kept until the results of the election have been ratified, at which point it shall be destroyed;\_\_~~

c) The ~~nomineecandidate~~ must collect nomination signatures on the appropriate form outlined by the CSA Elections Office;:

~~The nominee must receive a total~~

- ~~• Executive Officer: minimum of 50 verified signatures~~
- ~~• Directors: minimum of 10 verified signatures.~~

d) ~~The 100~~ minimum number of verified signatures in support of their candidacy; must be from individuals within their constituency.

e) The ~~nomineecandidate~~ shall submit a short statement that the CSA may use in media when promoting all the candidates in the Election, as a link on the electronic ballot, and ~~may use~~ at Poll Station locations ~~wherewhen~~ appropriate. This statement ~~should~~ shall be no longer than 150 words;

f) The nominee shall present a refundable deposit ~~of \$50~~ in the form of cash, certified cheque or personal cheque.

- ~~• 4.3.2. ——— These items must be completed~~ The deposit amount shall be determined by the President, in consultation with the Business Manager and all Elections Office, and shall not exceed:

i. Executive Officers: \$50.00.

ii. Directors: \$25.00.

- ~~• The CRO will include deposit amounts in the Candidates' Package.~~

**4.2.2** All appropriate forms must be completed and signatures must be submitted during the prescribed nomination period and prior to the final deadline as stated by the CSA Elections Office.

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**4.2.3** Nominations received during the nomination period will be kept in confidence until the closing of the nominations period, at which point the CRO will announce the list of candidates, upon confirmation of the eligibility of all ~~seconders and~~ nominators.

**4.2.4** In order to facilitate verification and eligibility, the CRO will request a voters list from the Registrar's Office. A nominator's signature, student number as well as confirmation of CSA general membership will be considered verification.

## 5.0 Withdrawal of Candidates

**5.1** A candidate may withdraw their candidacy in a CSA election as long as their withdrawal is in writing and is submitted to and accepted by the CSA Elections Office ~~twenty-four (24) hours by noon (12:00 pm) one business (1) day~~ before the voting period commences.

**5.2** In collaboration with the Promotional & Graphic Designer and President, the CRO will update communications materials, including the CSA website, and ballots as appropriate based on candidate withdrawals.

## 6.0 Referendum

**6.1** Any student group or member of the undergraduate student body may submit a Referendum question on the appropriate form outlined by the CSA Elections Office.

**6.2** Questions concerning the internal structure, organization, and/or operation of the CSA shall be considered in the general election referenda and shall follow the same format as other questions.

Notwithstanding subsection 6.3.—2, Referendum questions shall be included during the ~~General Elections period.~~

**6.3** ~~[Amended as approved by the Board April 3, 2019]~~ of Directors.

**6.4** Quorum for a referendum question posed to the membership shall be 20% of the general membership.

**6.5** A simple majority vote is required for a valid outcome.

**6.6** When the CRO is presented with any referenda question which would de-ratify, defund, change the funding model ~~(except to increase),~~ or garner opinion on any campus organization's existence, which in previous referenda garnered support

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and/or funding, the CRO must notify said campus organization via email within ~~24 hours~~one (1) business day of receiving the question.

~~6.6.1. Petition signatures may be collected in opposition to the asking of these questions. All signatures on such a petition must be verified by the CRO and presented to the CSA Board of Directors.~~

~~1.5~~

## 7.0 ~~7.0.~~ Standing Referendum Committee (SRC)

7.1 A Standing Referendum Committee (SRC) shall be struck by the Board of Directors upon the submission, or knowledge of forthcoming referendum question submissions.

### 7.2 The SRC shall:

7.2.1 Be comprised of the Chief Returning Officer and at least two Directors.

7.2.2 Receive all submitted referendum questions from the CSA Elections Office.

7.2.3 Upon receipt of a referendum question, meet to approve the question and provide any feedback within two weeks.

7.2.4 Determine the wording of the referendum question, which must include the current fee paid by students (if any), the proposed increase, and the new fee to be paid.

a) If the referendum question is a joint initiative, then the SRC recommendations will be considered by the CSA Board of Directors, who will then, by resolution, make wording recommendations to all parties involved in the referendum for consideration.

7.2.5 Determine which fee schedule, paid to the CSA, for hosting the referendum question, is applicable to the group.

## 8.0 Referendum Fee Schedule and Expenses

8.1 Internal bodies shall pay no election fees. Internal bodies are defined as CSA Clubs, Services, Board Members or Executive Members acting in pursuance of their respective duties.

8.2 All Recognized~~Special Status Groups, Primary~~ Student Organizations ~~and all~~

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~~other campus student organizations (including their accredited student organizations)~~ and the general membership of the CSA shall pay no election fees for the use of the CSA Electoral service.

a) Recognized Student Organizations (RSO) include:

- Special Status Groups
- Primary Student Organizations
- Accredited Student Organizations
- Student Service Groups (examples: The Ontario, CFRU)

**8.3** Each group sponsoring a referendum question shall present a refundable deposit of \$50 in the form of cash or certified cheque before campaigning can begin.

**8.4** A referendum fee of \$300 will be billed to any non-student external organizations, university departments and programs using CSA Electoral services.

## 9.0 Referendum Question Petition Collection

~~9.1. Once a question has been approved by the SRC, the referendum team shall begin to collect petitions to allow the referendum question to be placed on the ballot.~~

**9.1** ~~9.2.~~ Referendum questions which are initiatives of an Executive Officer, Director or Service Coordinator under the supervision of an Executive Officer acting in pursuance of their respective duties, are not required to collect signatures, but must be approved by the Board of Directors.

9.2 Once a question has been approved by the SRC, the referendum team shall begin to collect petitions to allow the referendum question to be placed on the ballot.

9.29.3 The collection of petitions for any referendum question must abide by the following rules of procedure:

9.2.19.3.1 ~~a)~~ Petition signatures must be collected on the appropriate petition collection forms outlined by the CSA Elections Office.

~~b)~~

9.2.29.3.2 Petition collection forms must be signed by no less than 10% of the membership to which the proposed fee/or question would apply. ~~and~~

9.39.4 Petitioning for signatures shall not be considered campaigning.

## 10.0 Ratification of Referendum Questions

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- 10.1 The final ratification date for referendum questions will be the last Board meeting of the general election nomination period. The Board may call an emergency meeting in the last week of the nomination period if necessary.
- 10.2 The final date for approval will be well-advertised by the CSA Elections Office at least two weeks in advance of the deadline.
- 10.3 Referendum questions not accompanied by the appropriate amount of signatures cannot be approved by the Board of Directors, unless they are initiatives of an Executive Officer acting in pursuance of their respective duties.
- 10.4 Referendum questions approved at the Board of Directors without signatures must be initiatives of an Executive Officer, Director or Service Coordinator acting under the supervision of an Executive Officer in pursuance with their respective duties.
- 10.5 In order to consider the modification or reversal of an earlier decision to approve a referendum question, the Board will require the presence of a representative from the approved [referendum team](#) Referendum Team at the meeting.
- 10.6 The President is responsible for ensuring that sufficient notice is provided to the referendum team and that all reasonable measures are taken to communicate the necessity of the referendum team's presence.

If the President is unable to contact a representative from the referendum team, they will report to the Board with the details of such efforts.

- 10.7 There shall be a moratorium on any referenda questions that have failed at a vote. This includes questions that are the same in writing and those that are the same in impact. Such a moratorium lasts for one year, commencing May 1, after which such questions are free to be posed to the membership again.

## 11.0 Responsibilities of Candidates and Referendum Teams

- 11.1 To check their email at least once every 12 hours throughout the campaign period to ensure they are accessible to the CRO. If access to email is not available, the CRO must be informed before the start of the campaign period and alternative arrangements made.
- 11.2 To be prepared to attend Board meetings, as requested, during the course of elections.

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**11.3** To attend the All-Candidates' Meeting called by the CRO and to participate in any All-Candidates Forum(s) and Fairs as hosted by the CSA Elections Office. Penalties for infractions for lack of attendance by a candidate or referendum team are outlined in Section 18: Penalties for Infractions.

**11.4** To submit all applicable information or forms prescribed and by the designated dates and recognize that failure to do so may lead to disqualification at the discretion of the CRO.

**11.5** No one, whether a member of a registered campaign committee or otherwise, shall disseminate information verbally, electronically or otherwise that is defamatory, potentially libelous or factually incorrect. Campaigners shall act reasonably, responsibly and in good faith.

## 12.0 All-Candidates Meeting

**12.1** All candidates, or an authorized representative, must attend the All-Candidates Meeting in its entirety or arrange to meet with the Chief Returning Officer ~~in person~~ within 24 hours of the meeting.

**12.2** For an authorized representative to be valid, they must notify the CRO prior to the meeting, and possess a signed statement from the candidate that the representative has the authority to act on their behalf for the duration of the meeting.

**12.3** Any candidate who fails to attend or send an authorized representative to the All-Candidates Meeting or fails to meet with the CRO shall be disqualified from the election.

**12.4** The topics at the All-Candidates Meeting shall include, but not limited to:

- a) the elections process as outlined in the CSA Bylaws and Policies;
- b) the elections schedule; and
- c) the duties and functions of the Elections officials.

**12.5** Each candidate, or authorized representative, will sign a statement before leaving the meeting that indicates they understand the rules and regulations governing the election process.

**12.6** It is the responsibility of each candidate to understand all information provided at the All-Candidates Meeting.

## 13.0 Campaigning

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- 13.1** All candidates and referendum teams must abide by the following rules relating to conduct and behavior during campaigning and assume responsibility for those campaigning on behalf of candidates or referendum teams. Campaigners are bound by the same rules as candidates.
- 13.2** A list of official campaigners for each candidate or referendum team shall be provided to the Chief Returning Officer (CRO) prior to the commencement of the campaign period. This list shall remain confidential and is for CSA Elections Office use only.
- 13.3** Campaigning for referendum questions may commence no earlier than the first day of the **General** Elections nomination period.
- 13.4** Candidates and referendum teams shall campaign in accordance with the rules of fair play. Breaking the rules of fair play include, but are not limited to, breaching generally accepted community standards, libel, slander, general sabotage of the campaigns of other candidates, malicious and/or intentional breach of elections policy, any attempt to undermine the electoral process and misrepresentation of fact. This type of behaviour is not permitted and may result in disqualification.
- 13.5** No Election Candidate's campaigning shall take place before the nomination period and before the start of the campaigning period.
- 13.6** Any current member of the Board, staff, volunteers, and committee member of the CSA who decides to run for an elected position shall disassociate from all areas of their position relating to the election from the commencement of the nomination period.
- 13.7** It is the responsibility of the candidate or referendum team to ensure that all campaign materials and/or advertisements, conform to all policies and regulations of the CSA, and with all municipal, provincial, federal laws.
- 13.8** All campaign materials and/or advertisements must be authorized by the CRO and/or ARO in advance of printing, posting or distribution. All submissions made to the CRO shall be returned with or without approval within two (2) business days. (See Section 14.2.4)
- 13.9** All recyclable campaign materials, where feasible, are to contain the following phrase somewhere in plain sight on the material: "Please recycle after the election."
- 13.10** No campaigning of any form related to specific candidates or referendum teams is



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permitted within CSA offices or CSA service areas unless otherwise stated approved by the CRO.

**13.11** Candidates or referendum teams must receive permission from the presiding professor/ lecturer/ faculty member(s) prior to campaigning within a classroom.

**13.12** Campaigning is not allowed within individual Student Residences or within the Library unless approved by the CRO.

**13.13** Candidates are not entitled to use in their campaign, any service or monies, conferred onto them by virtue of holding any position in any campus organization unless such services would still be available to them otherwise. This includes, but is not limited to, office supplies, equipment, advertising space and staff.

**13.14** Campaigning during voting period will be permitted. While campaigning is permitted during the voting period, any candidate found to be interfering with an individual student ballot or the online ballot process will be disqualified.

**13.15** Candidates and campaigners must not endorse one another, run in a slate, or campaign together except where the Elections Committee is holding an official event.

**13.15.1** Nominations signatures can be collected from other candidates and campaigners, including competitors, running in the election.

**13.16** CSA staff shall not promote or support Executive or Director candidates in any way; this included letters of recommendation, and commenting and sharing on social media posts.

## 14.0 Campaign Regulations

**14.1** In the interest of protecting the equitable rights of all persons involved in an election campaign, all materials and services used in any campaign will be monitored by the Chief Returning Officer (CRO) and the Assistant Returning Officer (ARO). Such materials and services will be assessed at standard market rates.

### 14.2 The Practice of Campaigning:

**14.2.1** The candidates and referendum teams are responsible for all advertising placed in their name. Each candidate and referendum team is responsible for the removal of all visual aids from the campus before their deposit will be returned.

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- 14.2.2** Stickers are banned from use for the reason of expensive cleanup and repainting of structures.
- 14.2.3** All campaigning must be done in accordance with relevant University solicitation regulations.
- a) [The CRO shall have relevant University solicitation regulations available for candidates upon request.](#)
- 14.2.4** All print and electronic campaign material must include the name of the candidate (as it is to appear on the ballot), the full name of the position for which they are a candidate, and the elections logo provided by the CSA Elections Office. (See Section 13.8)
- a) [All online material shall also include a link to the CSA Elections landing page as provided by the CRO.](#)
- 14.2.5** No candidate in any CSA election may have more than one poster listing in their name or depicting their image posted on any given poster board or rail.
- 14.2.6** The use of election campaign funds that are not provided by the CSA to promote a CSA candidate's name, candidacy, or image is forbidden.
- 14.2.7** Collecting [candidate](#) signatures in pursuance of By-law 2, Section 2 (Election Periods) will not be considered campaigning and may continue until the applicable forms are received by the Elections Office, at which point, soliciting further signatures will be considered campaigning.
- 14.2.8** Candidates and Referendum teams may rally support from student volunteers to aid them in their campaign efforts, but may not accept donations in kind (e.g., printing, materials, supplies, etc.) or other financial support.

## 14.3 Termination to Campaigning:

- 14.3.1** Campaigning is permitted from the opening of the campaign period up to and including the close of the polls on the final date of voting.
- 14.3.2** Campaigning is strictly prohibited outside the designated campaign period.

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~~14.3.2~~14.3.3 Failure to abide by this clause may result in immediate disqualification of the candidate or referendum question.

## 15.0 ListServ

~~14.4~~15.1 For all matters pertaining to elections, Organizational Email Lists shall be defined as any list of emails containing more than five (5) recipients sent by a candidate or by an individual or organization on a candidate's behalf.

~~14.5~~15.2 For all matters pertaining to elections, campaign emails shall be defined as any email which contains text promoting a position with respect to a candidate in the election or question in a referendum, sent by a candidate ~~or by an~~ individual or organization ~~on behalf of a candidate~~.

~~14.6~~15.3 Candidates and Referendum Teams are permitted to send campaign emails over organizational listservs. It is the responsibility of the group in question to determine, if and in what manner they will permit candidates to use their listserv.

~~14.7~~15.4 All Organizational Email List emails are to be accounted for in a candidate's or referendum budget. They will be assessed at a rate of \$0.04 per recipient.

~~14.8~~15.5 It is the responsibility of the candidate to determine, with as much accuracy as possible, the approximate population of an Organizational Email List and to make this information available to the CRO prior to the email being sent.

~~14.9~~15.6 All campaign emails are subject to CRO approval before being sent. It is the Candidate's responsibility to ensure ListServ emails are sent only to publicly-accessible lists with written consent of the ListServ Administrator.

## 15.016.0 Expenses

~~15.1~~16.1 Candidates and referendum teams are responsible for maintaining all receipts for expenses incurred in their campaign, except receipts for printing, done through the CSA, which will be accounted for and added to their final budget by the CSA.

~~16.2.1.~~ ~~Candidates and referendum teams must submit receipts with a statement of projected total expenses on the Final Budget Expenditure Form within 48 hours after the close of the polls (weekends and statutory holidays included).~~

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~~15.216.2~~ ~~16.2.~~ Candidates and referendum teams must submit a statement of total expenses on the applicable final budgetary form **within** 48 hours after the close of the polls (weekends and statutory holidays included). ~~It may be submitted prior to this deadline.~~

~~15.316.3~~ All organizations who put forth a referendum question, and **all** candidates shall be obligated to provide an accurate and comprehensive final campaign budget to the CSA Elections Office within 48 hours after the close of the polls (weekends and statutory holidays included).

~~15.416.4~~ All organizations or groups who oppose a referendum question and have formed a “no campaign” shall also be obligated to provide an accurate and comprehensive final campaign budget to the CSA Elections Office within 48 hours after the close of the polls (weekends and statutory holidays included).

~~15.516.5~~ If a referendum question is sponsored by an Executive, or their fee schedule permits, the deposit and expenses shall be covered by the CSA. All referendum teams, regardless of fee schedule will have a campaign expense limit of \$300.

~~15.616.6~~ The CSA will bear the expense of all Executive and Board of Director candidate's campaigns.

## ~~16.017.0~~ Campaign Expense Limits

~~16.117.1~~ The campaign expense limit for Executive **Officer** candidates is \$200.

~~16.217.2~~ The campaign expense limit for **Board of** Director candidates is \$75.

~~17.3.~~ ~~The campaign expense limit for Referendum teams is \$300, only if determined to be an Internal Body, as outlined in Bylaw 3.3.1.~~

~~16.317.3~~ To be covered by the CSA, all ~~referendum teams~~ Referendum Teams, regardless of fee schedule, will have a campaign expense limit of \$300.

~~16.417.4~~ The CSA will bear the expense of all Executive **Officer** and Board of Director candidates.

## ~~17.018.0~~ Penalties for Infractions

~~17.118.1~~ The Chief Returning Officer (CRO) is responsible for monitoring candidates and referendum campaigns and ensuring that referendum campaigns strictly comply with applicable CSA Bylaws and Policies.

~~17.218.2~~ The CRO ~~and ARO are~~ is empowered to levy fines and/or disqualify any

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candidates or referendum teams for infractions in campaigning and/or failure to meet the prescribed deadlines as stipulated in this policy and the approved All Candidates Candidates' Package.

**17.318.3** Specific electoral policy guidelines and campaign infractions, outlined in the All Candidates Candidates' Package, from which the CRO will make their decisions, must be adopted by the CSA Board of Directors at a Board meeting in the semester during which the election will be held, and prior to the commencement of such election period.

**17.418.4** Infractions will be percentage-based and candidates or referendum teams receiving a sum of 100% or greater will be disqualified.

**17.518.5** Failure to comply with applicable CSA Bylaws and Policies, could result in the invalidation of a referendum question or individual's candidacy, as determined by the CRO, as per electoral guidelines, outlined in the All Candidates Candidates' Package, as adopted by the Board of Directors.

**17.618.6** Should a candidate or referendum team receive a penalty for an infraction, they must be contacted within 24 hours of the decision by email, and informed of the infraction and resulting penalty, as well as any available appeal mechanisms.

**17.718.7** In cases of disqualification, the CRO must attempt to contact the candidate or referendum team by both email and phone. The CRO shall keep a written record of attempts made.

**17.818.8** The CRO must also prepare a statement informing the public of this disqualification within 24 hours of the decision made. It is the responsibility of the President to ensure that this statement is made available on the CSA website.

## **18.019.0 Appeals for Chief Returning Officer (CRO) Decisions**

**18.119.1** The process for appealing a decision made by the CSA Elections Office is as follows:

- a) An attempt must be made to address the issue or concerns directly with the CRO;
- b) If issues cannot be resolved, then the complainant is to complete the applicable appeals form as outlined by the CSA Elections Office and submit it to the President;
- c) The President will submit this form to the Electoral Appeals Board;

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and

- d) The Elections Appeals Board (EAB) will then convene within 36 hours to review the complaint and render a decision.

## 19.020.0 Voting Process: Format of Ballots

### 19.120.1 Candidate Ballots

19.1.120.1.1 Each candidate race will appear on a separate ballot sheet;

19.1.220.1.2 Names of candidates running for the Executive or ~~Board of~~ Directors shall appear on the ballots in the exact form they were ratified by the Board;

20.1.3 The order of each candidate name on the ballot will be randomized through the full ballot population; The CRO shall document the process used and maintain a record of results;

19.1.320.1.4 In the case where there is only one candidate running for a ~~Board of~~ Directors or Executive ~~Officer~~ position, the ballot, shall include a "Yes" or "No" option;

19.1.420.1.5 Each ballot will contain one additional option: "Decline", to represent the voter's rejection of the election process respectively; and

19.1.520.1.6 The CRO will ensure that information explaining the "Decline" option is posted at each polling station and on the electronic ballot.

### 19.220.2 Referendum Question Ballots

19.2.120.2.1 Referendum question ballots shall include a "Yes" or "No" option;

19.2.220.2.2 Each ballot will contain one additional option: "Decline", to represent the voter's rejection of the election process respectively;

19.2.320.2.3 Referendum question shall appear on the ballot in the exact format they were ratified by the Board; and

19.2.420.2.4 Each referendum question will appear on a separate ballot sheet.

## 20.021.0 Voting Process: Polling Stations

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## 21.1.—Preamble

The following shall be used when polling stations are required for a CSA election.

20.121.1 There shall be at least one polling station per day during the voting period for any election.

20.221.2 Polling stations shall at all times be attended by at least two members, duly hired in accordance with applicable CSA temporary help hiring policies.

20.321.3 Polling stations shall include the following information about each candidate accessible to voters:

- a) The name of each candidate, as it appears on the ballot;
- b) The position each candidate has been nominated for;
- c) The candidate's statement of interest;
- d) Information about the "Decline" option on the ballot; and
- e) Information about how to properly cast your ballot.

## 21.022.0 Election Results

21.122.1 Candidates who receive a majority of votes in favor of their candidacy shall be declared a winner.

21.222.2 Candidates who undergo a "Yes" or "No" vote and receive a majority of "Yes" votes shall be declared a winner.

21.322.3 Should a candidate who is running unopposed receive a majority of "No" votes, this position shall remain vacant and a by-election will be called.

21.422.4 In the event that a "Decline" option records more votes than a winning candidate, a by-election will be called within one month. In the event that a "Decline" option again records more votes than a winning candidate, the candidate with a majority of the remaining votes will still be declared a winner. However, an external review of the election will be initiated, the procedure for which will be decided by the Board. The use of the University of Guelph as an external review body shall not be considered appropriate option by the Board.

21.522.5 In the event that a "Decline" option records more votes than a winning referendum option, that referendum is deemed to have failed.

## 22.023.0 Ballot Counting Process

22.123.1 The ballot counting process shall commence no later than 24 hours after

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the polls officially close.

## **23.024.0 Auditing / Recounting the Ballots**

**23.124.1** An audit is in reference to the review of the process and results of electronic voting. The audit will include total undergraduate student population, total number of undergraduate students who received a ballot, e-mail addresses which received ballots, e-mail addresses which failed to receive ballots, the number of students who were re-sent ballots, and the total number of times the ballot was e-mailed.

**23.224.2** A recount is in reference to a review of the voting results and a recounting of cast ballots.

**23.324.3** Following the close of the voting period, there shall be a five day audit/recount period.

**23.424.4** The Chief Returning Officer (CRO) may issue a recount of the ballots at any time during the five-day audit/recount period at their discretion. However, a candidate may appeal any decision made by the CRO by following the appeal procedure outlined in Section 19 of this policy (Appeals for CRO Decisions).

**23.524.5** An audit and recount will automatically be initiated if the winning candidate or option outperforms the second-place candidate or option by less than 3% of total votes cast.

**23.624.6** The CRO will accept appeals for an audit/recount during this period following the posting of the results.

**23.724.7** A request for an audit/recount of the ballots must be submitted in writing to the CRO, and copied to the President, within the five-day period. A request should state clearly the reasons behind such a request and any and all evidence.

**23.824.8** During the five-day audit/recount period following the release of the unofficial results, the Board of Directors may not ratify the election results.

**23.924.9** The Board of Directors will be informed of any request for an audit/recount at the first Board meeting after the close of the five-day period.

**23.1024.10** Successful candidates will be ratified only after this five-day period.

**23.1124.11** The CRO shall send a copy of any audit to the President and the Policy & Transition Manager for archiving purposes. Audit results will be archived for a



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period of at least five years.

~~23.12~~24.12 If candidates have further concerns or questions regarding the voting process and audit, they may be put in contact with the third party administering the online elections process in the presence of the CRO.

## ~~24.0~~25.0 **Announcements of the Results**

~~24.1~~25.1 The CRO shall release the election results of the election no later than noon, on the first business day after the close of the voting period.

~~24.2~~25.2 The results shall be released to all candidates and referendum teams, and the Board of Directors including the Executive Committee. The results shall also be made available on the CSA website.

~~24.3~~25.3 The results of the election shall be advertised as “unofficial” until the Board of Directors ratifies the results.

## ~~25.0~~26.0 **Online Elections Contingency Plan**

~~25.1~~26.1 In the event that the Board of Directors rules that online elections have been ascertainably compromised, or the online polling provider can no longer support, CSA elections must move to the contingency plan outlined in this policy.

~~25.2~~26.2 In the event that CSA elections must move to the contingency plan, a mass email must be sent to the CSA membership within 12 hours of the decision for elections to move to the contingency plan. This email shall detail the voting procedure and the details of the contingency plan.

~~25.3~~26.3 Voting will be conducted via paper balloting.

~~25.4~~26.4 The format of the ballots will be as outlined in Appendix G, Section 20.

~~25.5~~26.5 The Online Elections Contingency Plan will include the location of polling locations on campus.

~~25.6~~26.6 Counting of the ballots will be as outlined below:

- a) The ballots shall be counted immediately upon the closing of the polls on the last day of voting;
- b) The ballots shall be counted by the CRO, the ARO, the CRO's supervisor, at least two polling clerks;

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- c) One scrutineer may be present to represent each of the candidates and each referendum campaign if they so desire, as long as the scrutineer is not a campaign manager or member of a campaign team; and
- d) Recounting of the ballots will be as outlined in Appendix G, Section 24. 0.

## 26.027.0 Elections Appeals Board (EAB)

### 26.127.1 Mandate of the EAB Board

~~26.1.127.1.1~~ The Elections Appeals Board (EAB) will meet on an as-needed basis to preside over ~~matters regarding minor campaigning~~ any appeal of a decision made by the CRO; including infractions on behalf of the Board, defined as:

- ~~• Any infraction levied against a candidate that will not result in disqualification of the candidate.~~
- ~~• Any infraction levied against a referendum that will not result in the discarding of a referendum question.~~

~~26.1.227.1.2~~ 27.1.2. Any appeals to be discussed following elections weekperiod and scheduled meetings of the EAB will be sent directly to the Board of Directors.

- a) ~~The~~ The President EAB will warn the Board of Directors of the possibility of the need for emergency Board meetings to discuss appeals and infractions deemed major during elections week.

~~26.1.327.1.3~~ 27.1.3. In accordance with Bylaw 2, Section 8 (Penalties for Campaign Infractions), ~~the~~ The EAB will not hear any appeals submitted more than 24 hours after the Chief Returning Officer's decision.

~~26.1.427.1.4~~ The decisions of the Elections Appeals Board shall be considered final and will not be subject to further review.

### 26.227.2 Formation of the Board

~~27.2.1.~~ Membership of the Elections Appeals Board will be organized by the President and ratified by the Board of Directors no later than the first Board meeting of the Fall semester.

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## 26.3.27.3 Membership of the Board

26.3.127.3.1 The Elections Appeals Board (EAB) shall consist of:

- a) Three ~~Board members, who are not Executive Directors; and~~
- b) Two general members of the CSA in good standing as per the requirements in Bylaw 1, Section 1.5.

26.3.227.3.2 The Board will nominate and select the ~~Board members~~ Directors who will sit on EAB as per Robert's Rules and the Chair's discretion.

26.3.327.3.3 General ~~members~~Members of the CSA to sit on the Elections Appeals Board will be selected as follows:

- a) General ~~members~~Members of the CSA will be informed of the volunteer opportunity through advertising via mass-mail and posters to form a volunteer pool.
- b) All interested CSA members shall submit a 150-word statement of interest and CV to be reviewed by the Board.
- c) The Board will select and ratify CSA members to be on the EAB as per Robert's Rules and the Chair's discretion

26.3.427.3.4 Advertising to and the ~~selected~~selection process of ~~general members~~General Members of the CSA to sit on the EAB shall take into consideration candidate equity. A candidate who falls within a marginalized group will be selected when that candidate is of comparable qualifications to the other most qualified candidates. Marginalized shall be defined as a person from groups that face systemic barriers to such volunteer opportunities, including but not limited to women, racialized people, aboriginal people, queer people, persons with disabilities, and international students.

- a) ~~Makeup~~The membership of the EAB shall consist of no less than 40% women-identified individuals.

26.3.527.3.5 Membership of the EAB will be reviewed by the Chief Returning Officer and President at the close of the nomination period for the General Elections, or ~~when needed as required~~, to ensure no conflict of interest exists among members and candidates.

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## 26.4.27.4 Meetings of the Elections Appeals Board (EAB)

~~26.4.1~~27.4.1 ~~27.1.~~ Quorum for EAB meetings shall be set at ~~four (4)~~three (3) members.

27.4.2 ~~27.2.~~ The President shall not be a voting member of the EAB, however, the President shall break a tie among the voting members if required.

~~26.4.2~~27.4.3 The EAB will establish regular meeting times prior to campaign and voting periods. The EAB will hold three meetings during campaign and voting periods.

~~26.4.3~~27.4.4 The President shall be responsible for setting meeting times and ensuring that all parties related to the appeal are made aware of meeting times, dates, and locations. The EAB shall meet proactively to be prepared to reply quickly and efficiently to appeals should they arise.

~~26.4.4~~27.4.5 It is the responsibility of the President to inform the Board of Directors of EAB decisions.

~~26.4.5~~27.4.6 The candidate or referendum team in question must make themselves available and be prepared should the EAB deem it necessary to ask the candidate or referendum team questions.

- a) If extenuating circumstances apply, and a candidate or referendum team cannot attend a meeting of the EAB, notification must be given to the President at least 24 hours before the time of the meeting.
- b) Otherwise, failure to appear may cause the complaint or appeal to be rendered null and void.

~~*This policy was amended by the CSA Board on November 28, 2018.  
An amendment to Clause 6.3 was approved by the CSA Board on April 3, 2019.  
An amendment to Clause 4.2.1.d was approved by the CSA Board on November 6, 2019.*~~

**Motion**

Board of Directors Meeting # 4

July 28, 2021



**NOTICE**

**Item 4.11.3**

**Amendments to Bylaw 2 – Electoral (Comprehensive Review)**

**WHEREAS** Bylaw 4 – Policy of the CSA, Section 3.1 requires the Policy & Bylaw Review Committee (PBRC) to review each CSA policy and bylaw at a minimum of once every three years;

**WHEREAS** the PBRC formed an Elections Policy Review Working Group in the spring of 2021 composed of the Chief Returning Officer, Assistant Returning Officer, President, VP External, and the Policy & Transition Manager to conduct a comprehensive review of Bylaw 2 – Electoral and Appendix G – Electoral;

**WHEREAS** the Working Group completed their review over a series of meetings in the spring of 2021 and provided their recommendations to PBRC on June 23, 2021; and

**WHEREAS** at their meeting on June 23, 2021, the PBRC reviewed the Working Group’s proposed amendments and recommends them forward to the Board of Directors for consideration.

**RESOLVED** that the revised **Bylaw 2 – Electoral** be adopted as presented in the Board Agenda Package dated July 28, 2021.

**Motivated:** President, Nicole Walker

**Motion**

Board of Directors Meeting # 4

July 28, 2021



**NOTICE**

*The WHEREAS statements below are identical to those presented in item 4.11.4 Amendments to Bylaw 2 – Electoral.*

**Item 4.11.4**

**Amendments to Appendix G – Electoral (Comprehensive Review)**

**WHEREAS** Bylaw 4 – Policy of the CSA, Section 3.1 requires the Policy & Bylaw Review Committee (PBRC) to review each CSA policy and bylaw at a minimum of once every three years;

**WHEREAS** the PBRC formed an Elections Policy Review Working Group in the spring of 2021 composed of the Chief Returning Officer, Assistant Returning Officer, President, VP External, and the Policy & Transition Manager to conduct a comprehensive review of Bylaw 2 – Electoral and Appendix G – Electoral;

**WHEREAS** the Working Group completed their review over a series of meetings in the spring of 2021 and provided their recommendations to PBRC on June 23, 2021; and

**WHEREAS** at their meeting on June 23, 2021, the PBRC reviewed the Working Group’s proposed amendments and recommends them forward to the Board of Directors for consideration.

**RESOLVED** that the revise **Appendix G – Electoral** be adopted as presented in the Board Agenda Package dated July 28, 2021.

**Motivated:** President, Nicole Walker

**Motion**

Board of Directors Meeting # 4

July 28, 2021



**Item 4.15  
Adjourn**

**MOTION** to adjourn the CSA Board of Directors Meeting # 4 of July 28, 2021, at \_\_\_\_\_ pm.

**Moved:**

**Seconded:**