

AGENDA

Board of Directors Meeting # 12

January 17, 2024 – 6:00 pm



Agenda – January 17, 2024

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Motion

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Item 12.2.1 (a) Approve the Agenda

MOTION: that the agenda for the CSA Board of Directors Meeting # 12 on January 17, 2024, be approved as printed and distributed.

Moved:

Seconded:

Item 12.2.1 (b) Amend the Agenda

MOTION TO AMEND:

Moved:

Seconded:

Item 12.2.1 (c) Approve the Amended Agenda

AMENDED MOTION: that the agenda for the CSA Board of Directors Meeting # 12 on January 17, 2024, be approved as amended with:

Motion

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Item 12.5
Approval of Past Board Minutes

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

12.5.1	CSA Board Meeting # 11	November 29, 2023
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Moved:
Seconded:

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Attendance – November 29, 2023

Board of Directors			
At-Large Representatives (Elected)		Present / Regrets	Arrived / Departed
Jonah Greenhut	College of Arts	Present	
Vacant	College of Arts		
Daniel Spinner	College of Biological Science	Present	
Vacant	College of Biological Science		
Jake Levy	College of Engineering and Physical Sciences	Present	
Nate Broughton	College of Engineering and Physical Sciences	Present	
Mason Friebe	College of Social and Applied Human Sciences	Present	
Vacant	College of Social and Applied Human Sciences		
Mauricio Fernandez	Gordon S. Lang School of Business and Economics	Present	
Daniel Neiterman	Gordon S. Lang School of Business and Economics	Present	
Bella Litvak	Ontario Agricultural College	Present	
Hillary Schneider	Ontario Agricultural College	Present	
Noam Einy	Ontario Veterinary College	Present	
Vacant	Ontario Veterinary College		
Member College Government Representatives (Appointed)		Present / Regrets	Arrived / Departed
Kennedy Koeslag	College of Arts Student Union	Present	
Natalie Wilkinson	College of Biological Science Student Council	Present	
Abdul Rafe Khan	College of Engineering and Physical Sciences Student Council	Present	
Rachel Marcus	College of Social and Applied Human Sciences -Student Alliance	Present	
Vacant	Lang Students' Association		
Taylor Legge	Student Federation of the Ontario Agricultural College	Present	
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		

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Student Organization Representatives (Appointed)		Present / Regrets	Arrived / Departed
Samantha Scott	Indigenous Student Society (ISS)	Present	
Chikaima Ifezue	Guelph Black Students Association (GBSA)	Present	
Jayden Khan	Guelph Queer Equality (GQE)	Present	
Danielle Callaghan	Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED)	Present	
Joshua Ivan Jacinto	International Student Organization (ISO)	Present	
Krishna Ratnarajah	Interhall Council (IHC)	Present	
Naomi Amayaevbo	Guelph Campus Co-op	Present	
Eknoor Walia	Ontario Public Interest Research Group	Present	
Marcus Aldred-Ganhao	Student Senate Caucus	Present	
Simran Kalra	Board of Governors	Present	
Executive (Ex-officio, Non-voting)		Present / Regrets	Arrived / Departed
Shaima Alam	President	Present	
McKenna Williams	Vice President Student Experience	Present	
Bawneet Singh	Vice President Academic	Present	
Samar Tariq	Vice President External	Present	

Staff	Position
Cameron Olesen	Chair
Colleen Bovay	Policy & Transition Coordinator
Nikki Tu	Scribe

Guest	Affiliation
William Coleman	Chief Returning Officer

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

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Summary of Resolutions

11.2 Adoption of the Agenda

11.2.1 Approve the Agenda

MOTION: That the agenda for the CSA Board of Directors Meeting # 11 on November 29, 2023, be approved as printed and distributed.

Motion Carried

MOTION TO AMEND: that the agenda be reordered so that item **11.11.1: Fall 2023 By-Election Report** is the first item of discussion.

Motion Carried

AMENDED MOTION: that the agenda for the CSA Board of Directors Meeting # 11 on November 29, 2023, be approved as amended with:

- The reordering of the agenda so that item **11.11.1: Fall 2023 By-Election Report** is the first item of discussion.

Motion Carried

MOTION: to reconsider the agenda.

Motion Carried

MOTION: to suspend the rules of order.

Motion Carried

MOTION TO AMEND THE AGENDA: to add new business item **11.12.1: PBRC Consideration of Requirements of Vice Presidents** to the agenda.

Motion Carried

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11.5 Approval of Past Minutes

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

11.5.1	CSA Board Meeting # 10	November 15, 2023
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Motion Carried

11.6 Executive Committee Minutes

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

Agenda Item #	Meeting #	Meeting Date
11.6.1	Meeting # 17	October 19, 2023
11.6.2	Meeting # 18	October 30, 2023

Motion Carried

11.7 Executive Updates

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

11.7.1	President	November 29, 2023
11.7.2	VP Student Experience	November 29, 2023
11.7.3	VP Academic	November 29, 2023
11.7.4	VP External	November 29, 2023

Motion Carried

11.10.1 Summary of Committee Appointments

MOTION: That the Summary of Committee Appointments, as presented in the Board Agenda Package, be received as information.

Motion Carried

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11.10.2 Student Events and Initiatives Funding (SEIF) Committee Minutes

MOTION: that the minutes for the following SEIF Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
11.10.2	Meeting # 1	October 25, 2023

Motion Carried

11.11.1 Fall 2023 By-Election Report

(a) Speaking Rights: Chief Returning Officer

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

BE IT RESOLVED that speaking rights be extended to William Coleman, Chief Returning Officer, for a presentation regarding the Fall 2023 By-Election Report.

Motion Carried

b) Receive Fall 2023 By-Election Report

MOTION: That the Fall 2023 By-Election Report, as included in the board agenda package and as presented by William Coleman, Chief Returning Officer, be received as information.

Motion Carried

11.11.2 At-Large Director Appointments

WHEREAS there were four (4) vacancies for At-Large Directors on the CSA Board of Directors following the CSA Fall 2023 By-Election;

WHEREAS CSA Bylaw 2 (Electoral) states that if an "at-large" (elected) Board of Directors seat remains 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;

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WHEREAS the CSA conducted a Director Appointment Process in accordance with the guidelines in CSA Bylaw 2 (Electoral);

WHEREAS three (3) candidates were successful in submitting a completed nomination package with 25 verified nomination signatures and a 150-word statement of interest by the prescribed deadline; and

WHEREAS CSA Bylaw 2 (Electoral) states that the Board of Directors members are to hold a secret ballot vote where the successful candidates are determined by a simple majority vote, and subsequently ratified and appointed to the Board;

BE IT RESOLVED that the CSA Board of Directors hold a vote to determine the successful candidates for the following vacancies:

College of Biological Sciences	[one vacancy, two candidates]
College of Social and Applied Human Sciences	[one vacancy, one candidate]

BE IT FURTHER RESOLVED that the following successful candidates, in accordance with the results of the secret ballot votes, are ratified as At-Large Representatives on the 2023-24 CSA Board of Directors, effective immediately:

Nour Kashlan
Reem Salloum

Motion Carried

11.11.3 Appoint Member to CSA/GSA Transit Committee

WHEREAS the CSA/GSA Transit Committee meets monthly to discuss student feedback on the bus service provided by Guelph Transit, as well as the improvements that can be made to benefit the student users; and

WHEREAS membership of the CSA/GSA Transit Committee includes one CSA Director;

MOTION: That the following Director be appointed to the CSA/GSA Transit Committee for the remainder of the 2023-2024 academic year:

Mauricio Fernandez

Motion Carried

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11.11.4 Appoint Member to Student Events and Initiatives Funding (SEIF) Committee

WHEREAS CSA Policy Appendix D, Section 7.3 requires a maximum of six members for the SEIF Committee, consisting of the following:

- CSA President
- One additional member of the Executive Committee
- One At-Large or College representative
- One Student Organization representative
- Up to two additional Directors

WHEREAS SEIF Committee Member Noam Einy has resigned from the SEIF committee, leaving a Director vacancy;

MOTION: That the following Director be appointed to the Student Events and Initiatives Funding Committee for the remainder of the 2023-2024 academic year:

Nate Broughton

Motion Carried

11.11.5 Appoint Members to Clubs Conduct Tribunal

WHEREAS CSA Policy Appendix F – Clubs Handbook, Section 7.1.1 states that the CSA Clubs Conduct Tribunal is responsible for reviewing accreditation status of an Accredited Club to deem whether a club’s accreditation status or privileges, including use of space on campus, club space, access to PDRs/funding, or collection of student fees, will be revoked, denied and/or subject to any limitations; and

WHEREAS CSA Policy Appendix F – Clubs Handbook, Section 7.2.2 states that membership of the tribunal shall be the Vice President Student Experience and two (2) CSA Directors appointed by the CSA Board of Directors;

BE IT RESOLVED that Mckenna Williams, VP Student Experience, be appointed to the Clubs Conduct Tribunal for the remainder of the 2023-2024 academic year;

AND FURTHER that the following Directors be appointed to the Clubs Conduct Tribunal for the remainder of the 2023-2024 academic year:

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Jonah Greenhut
Abdul Rafe Khan

Motion Carried

12.11.1 PBRC Consideration of Requirements of Vice Presidents

MOTION: that the PBRC consider an amendment to bylaw and policy to allow for international students to take a full-time course load while serving as an Executive of the CSA;

FURTHER RESOLVED: that the committee report back by the first meeting of the Winter 2024 semester.

Motion Carried

11.15 Adjournment

MOTION: That the CSA Board of Directors Meeting # 11 on November 29, 2023, be adjourned at 8:27 pm

Motion Carried

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11.0	Call to Order	
11.1	Land Acknowledgement Member Jonah Greenhut	
11.2	Adoption of the Agenda 11.2.1 Approve the Agenda 11.2.2 Declarations of Conflicts	
11.3	Ratifications and De-Ratifications 11.3.1 Ratify GRCGED Representative 11.3.2 De-Ratify Lang Student Association Representative	
11.4	Comments from the Chair 11.4.1 Introductions and Pronouns	
11.5	Approval of Past Minutes 11.5.1 Meeting # 10 – November 15, 2023	
11.6	Executive Committee Minutes 11.6.1 Meeting # 17 – October 19, 2023 11.6.2 Meeting # 18 – October 30, 2023	
11.7	Executive Updates 11.7.1 President – November 29, 2023 11.7.2 VP Student Experience – November 29, 2023 11.7.3 VP Academic – November 29, 2023 11.7.4 VP External – November 29, 2023	
11.8	Director Reports	
11.9	CSA Service Update and Report	
11.10	Committee Updates and Reports 11.10.1 Summary of Committee Appointments 11.10.2 SEIF Committee Minutes	
11.11	Business 11.11.1 Fall 2023 By-Election Report 11.11.2 At-Large Director Appointments 11.11.3 Appoint Member to CSA/GSA Transit Committee 11.11.4 Appoint Member to SEIF Committee 11.11.5 Appoint Members to Clubs Conduct Tribunal	
11.12	New Business 11.12.1 PBRC Consideration of Requirements of Vice Presidents	
11.13	Announcements	

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11.14	In Camera Session	
11.15	Adjournment	

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Minutes – November 29, 2023

11.0 Call to Order

The meeting was called to order at 6:15 pm.

11.1 Land Acknowledgement

Member Jonah Greenhut delivered the following land acknowledgement:

Hi everyone, I would like to start by acknowledging the CSA board of directors is meeting tonight at the University of Guelph which is on lands covered by the 1792 Treaty 3. We are meeting on the grounds of the Mississaugas of the Credit First Nation, Attawandaron, Haudenosaunee, Anishinabek. Today, Guelph is home to many First Nations, Metis, and Inuit peoples.

The University of Guelph and we as students of this institution must do a better job of reconciling our school's role in the history of discrimination. Guelph has a history of teaching eugenics, and we as current students have a job to recognize how education can push biases.

I want to mention that I am here tonight representing the College of Arts. There is a large trove of Indigenous art forms, whether through dance, music, art, storytelling, beading Indigenous art. It has long been a key part of culture, and it is important as a settler to this land to recognize I have engaged in art that have appropriated sacred Indigenous art forms, and to commit to learning more about Indigenous art and the true stories that act as inspiration for “western art”.

As this is the last meeting before the break, I urge everyone to take time over the holiday to learn not only about the land University of Guelph is on but wherever you call home is.

11.2 Adoption of the Agenda

11.2.1 Approve the Agenda

MOTION: That the agenda for the CSA Board of Directors Meeting # 11 on November 29, 2023, be approved as printed and distributed.

Moved: Jonah Greenhut

Seconded: Jake Levy

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Motion Carried

MOTION TO AMEND: that the agenda be reordered so that item **11.11.1: Fall 2023 By-Election Report** is the first item of discussion.

Moved: Shaima Alam, President

Seconded: Nate Broughton

Motion Carried

AMENDED MOTION: that the agenda for the CSA Board of Directors Meeting # 11 on November 29, 2023, be approved as amended with:

- The reordering of the agenda so that item **11.11.1: Fall 2023 By-Election Report** is the first item of discussion.

Motion Carried

11.2.2 Declarations of Conflicts

No declarations of conflict were made at this meeting.

11.3 Ratifications and De-Ratifications

11.3.1 Ratify GRCGED Representative

MOTION: That Danielle Callaghan be appointed as the Guelph Resource Centre for Gender Empowerment and Diversity representative on the 2023-24 CSA Board of Directors, effective immediately.

Moved: Jonah Greenhut

Seconded: Jayden Khan

Motion Carried

11.3.2 De-Ratify Lang Students' Association Representative

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WHEREAS Member Ethan Gouveia has submitted his resignation from the CSA Board of Directors;

MOTION: That Ethan Gouveia be de-ratified as the Lang Students' Association representative on the 2023-24 CSA Board of Directors, effective immediately.

Moved: Jake Levy
Seconded: Noam Einy

Motion Carried

11.4 Comments from the Chair

This is the last meeting of the semester. Most of the items tonight relate to committees, I will ask for volunteers for them. We will be doing multiple secret ballots to appoint at large directors.

11.4.1 Introductions and Pronouns

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

11.5 Approval of Past Minutes

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

11.5.1	CSA Board Meeting # 10	November 15, 2023
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Moved: Jake Levy
Seconded: Marcus Aldred-Ganhao

Member Levy noted that there is a misspelling with Rabbi Raphi's name. The correction will be made before posting the approved minutes.

Motion Carried

11.6 Executive Committee Minutes

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

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11.6.1	Meeting # 17	October 19, 2023
11.6.2	Meeting # 18	October 30, 2023

Moved: Jayden Khan
Seconded: Marcus Aldred-Ganhao

Motion Carried

11.7 Executive Updates

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

11.7.1	President	November 29, 2023
11.7.2	VP Student Experience	November 29, 2023
11.7.3	VP Academic	November 29, 2023
11.7.4	VP External	November 29, 2023

Moved: Jonah Greenhut
Seconded: Noam Einy

Motion Carried

11.7.1 President

The President mentioned that the Clubs Coordinator has been hired and held last CSA Staff Orientation. Reminders for end of semester closing were given. Making several sequential posts to introduce new execs. Website digestible portfolio updated, and Instagram posts, and UC banner and kiosks. Most staff evaluations have been done, and now we have updated most service staff evaluations content.

Within weekly core staff meeting reviewed priorities of the year set in the summer and reevaluated their purpose, which ones were completed and how to accomplish. Have been updating job descriptions. Updated Student Experience Coordinator job description to be something that can continue with a VPSE present. Much more specific and structured, changing title of job as well.

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Outreach, Publicity, & Promotion: Social Media I've been doing our social media since the beginning of my term, created a whole new branding and look, created a lot of series like the weekly updates, the monthly posts, the frank Fridays, the board summaries, Mocktail Mondays, and guidelines for services.

Newsletter Sent November Newsletter with SHAC and Foodbank service spotlight. Promoted bus opt in and a lot of events, like AGM, sexy bingo, Taylor Swift Night etc. Sent an additional email day of AGM for outreach, Events Hosted sexy bingo again, with the introduction of mini games again, and for the first time with VPSE! Taylor Swift Night completed after several committee meetings and craft nights.

Imaginus Poster Sale and Excuse Me at the Bullring are two events fully coordinated by the SEC.

AGM was held and hit quorum.

For PBRC, working on policy to update organizational portfolios and match current procedures. Organizing the working group for statement making policy.

Bullring has concerts and great programming for the holidays.

Elections: Elections has closed, new executives and board elected. Got a lot of requests for forms, unfortunately, not many folks hit the 25 signatures from their college.

11.7.2 VP Student Experience

The VP Student Experience has been attending committee meetings. She will be attending the upcoming meetings on November 29th and December 5th to be ratified into the UC Governance Board Operations and Programming Sub-Committee and the UC Governance Board, respectively.

Black History Month Planning Committee, she has been meeting with the BHM Planning Committee for the last few weeks to discuss event planning for February 2024.

The VP Student Experience has been mainly just providing perspectives for how these events can best impact undergraduate student experience and will be assisting with event planning in the coming months. O-Week Advisory Committee (OWAC), she and

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the Student Experience Coordinator, Jack, met with OWAC to discuss what went well during this years and past years' O-Weeks and what we can do better next year.

The SEIF Committee met this week to review the last round of applications for the F23 semester.

We are planning to give out \$10 gift cards to first year students coming out of classes in Rozanski Hall, LANG, and MacKinnon. These gift cards are left over from O-Week, so we plan to target first-year students specifically to ensure that supplies purchased using the O-Week Fee come back to them.

Next week, on December 4th and 5th, we will be running two Stress Buster events. On Monday, December 4th, we will be doing Minute-To-Win-It games in the University Centre Courtyard. Students will be welcome to join in on the fun for a chance to win a coupon for a free Bullring coffee or tea.

On Tuesday, December 5th, we will be doing pictures with Santa and free hot cocoa at the UC.

10.7.3 VP Academic

Art in Bullring: The event happened as planned. 5 winners were announced and were given \$100 honorarium. Students enjoyed food, band, and the fabulous artwork. The winners are: "Nv Aftermath" by Ash Godley, "Fragmented" by Bella Lanci, "Current events in portrait" by Callum Hunter, "Pigeon" by Eleanor Stewart, "Your children will have protest" by Beck Stanbra.

Upcoming Stressbusters: We've been planning some fantastic stressbusters, including a photobooth with Santa, and minute-to-minute competitions. More information to come during the exam weeks in December.

Update from Information Technology Student Advisory Committee: We need students on the planning committee as we are discussing some future technological projects (Like Apps) for the betterment of the students' experience. Next meeting will in next semester. Those who are interested can email me.

Member Amayaevbo states that this is similar to the Gryphon's App.

Member Wilkinson supports this innovation as first-years student will benefit, however, making it area specific is important.

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Member Broughton states that the committee will not make the app, it is created by CCS, the committee hopes to gain feedback from students for the CCS.

The VP Student Experience states that Gryphon app has issues and creating a new one will be a good idea.

Member Greenhut asks if sitting on this committee counts as a requirement for sitting in an internal committee as this is an external position. The PTC is not sure, but our internal committees need more focus. The Chair explains that if you sit on external committees, put it on the director reports.

11.7.4 VP External

Staff evaluations at the FoodBank are being completed. We have been reinforcing positive gifts such as thank you cards, chocolates, candies.

There have been procedural renovations at the FoodBank and are completed. Students are fully verified. The UofG websites are being updated to display what makes a student eligible for the food bank services.

The VP External attended the conference to represent CSA. She said it was nice to vote but many motions did not pass. CSA amongst other unions in Canada are conjoined with the Canadian Federation of Students. The CFS collects a fee from unions who join the federation, they run campaigns, provide resources, supports executives, promotion (e.g. fight the fees). There are elections held for positions. The VP External won the National Women's Representative.

In caucus, they discuss motions and policies. There have been protests from Indigenous Circle Caucus and Black Student Caucus on not working decolonized systems. A walkout happened and the VP External states that it is important to stand in solidarity with folks who don't feel safe in the unions.

11.8 Director Reports

Member Broughton sat on IT Student Advisory Committee.

Member Wilkinson sat on the SEIF Committee and Sustainability Action Committee.

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Member Levy sat on a PBRC meeting.

Member Khan got appointed to the SEIF Committee.

11.10 Committee Updates and Reports

11.10.1 Summary of Committee Appointments

MOTION: That the Summary of Committee Appointments, as presented in the Board Agenda Package, be received as information.

Moved: Nate Broughton
Seconded: Abdul Rafe-Khan

MOTION TO AMEND: that the previous VP Academic be removed from the committee appointments reports for future meetings.

Moved: Jake Levy
Seconded: Jonah Greenhut

Motion Carried

11.10.2 Student Events and Initiatives Funding (SEIF) Committee Minutes

MOTION: that the minutes for the following SEIF Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
11.10.2	Meeting # 1	October 25, 2023

Moved: Marcus Aldred-Ganhao
Seconded: Noam Einy

Motion Carried

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11.11 Business

11.11.1 Fall 2023 By-Election Report

(a) Speaking Rights: Chief Returning Officer

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

BE IT RESOLVED that speaking rights be extended to William Coleman, Chief Returning Officer, for a presentation regarding the Fall 2023 By-Election Report.

Moved: Jake Levy

Seconded: Marcus Aldred-Ganhao

Motion Carried

The CRO informed that students may not be aware of the role of the Board, or of the decisions that are made at the Board level. That impacts the general interest in these positions and the number of nominations that are received. Recommendation: That students are made more aware of the function of the Board, and the decisions that are made. Promotion should include an outline of the Board meeting agendas and a general idea of the composition of the Board. This recommendation is made both due to general engagement and interest in nominations, as well as to improve the transparency of the Board.

Signatures were collected using Microsoft Forms, and a custom form was created for each candidate. Candidates could request updates from the CRO at any time throughout the nomination process, and they would be sent their total signature count at that time. One candidate withdrew from the election before the start of the campaigning period. Recommendation: That more efficient methods of signature verification should be considered, with respect to the security of student data, and the position of the ARO. Recommendation: That the clarity of the nomination form be improved to ensure that all nominators enter the correct 7-digit University student number.

Campaign materials were approved by the CRO and ARO. Promotional Services brought some concerns forward about the use of the CSA logo and branding on Elections posters. One candidate and the Referendum team requested to paint the Cannon to promote their campaign. Designs were approved following the general policies for campaign posters; however, a clearer policy is needed. One candidate withdrew from the election before the beginning of the voting period. Recommendation: That CSA Promotional Services works with the Elections Office to ensure that campaign poster guidelines are consistent with the updated CSA Brand Guide. Recommendation: That the

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Elections Policy be updated to include policies related to painting the Cannon for the purpose of campaigning, including guidelines for approving designs.

It was also noted by the Elections Office that promotional materials from the Arboretum Referendum were being re-posted by several groups that did not hold an approved endorsement. Although it was decided to not be in violation of elections policy, it did create confusion surrounding regulations on social media and campaign endorsements for Referendum campaigns. Recommendation: That the Elections Office and the Policy and Transition Coordinator plan and create a more secure and functional ballot system for the Winter 2024 General Election. Recommendation: That in-person tables continue to be used as a method of student engagement for elections. And further: That the Winter 2024 General Election ballot includes an additional question asking where the students accessed the ballot from. Recommendation: That the Chief Returning Officer and Student Experience Coordinator work to hire temporary table staff that will be actively engaged in promoting the election. Recommendation: That the policies on campaign endorsements for Referendum campaigns be reviewed to increase clarity about re-posting campaign materials.

The Board of Directors passed a resolution for its' members to do Elections class talks throughout the nomination and voting periods. However, since few Directors reported class talks to the Elections Office, we are unsure as to how many participated. Recommendation: That the Board continues to participate in class talks and must report them to the CRO by email.

b) Receive Fall 2023 By-Election Report

MOTION: That the Fall 2023 By-Election Report, as included in the board agenda package and as presented by William Coleman, Chief Returning Officer, be received as information.

Moved: Jake Levy

Seconded: Nate Broughton

Motion Carried

11.11.2 At-Large Director Appointments

WHEREAS there were four (4) vacancies for At-Large Directors on the CSA Board of Directors following the CSA Fall 2023 By-Election;

WHEREAS CSA Bylaw 2 (Electoral) states that if an "at-large" (elected) Board of Directors seat remains vacant following the CSA General Election in the winter

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semester and a By-Election in the fall semester, the CSA Board shall initiate an appointment process to fill the At-Large Representative vacancies;

WHEREAS the CSA conducted a Director Appointment Process in accordance with the guidelines in CSA Bylaw 2 (Electoral);

WHEREAS three (3) candidates were successful in submitting a completed nomination package with 25 verified nomination signatures and a 150-word statement of interest by the prescribed deadline; and

WHEREAS CSA Bylaw 2 (Electoral) states that the Board of Directors members are to hold a secret ballot vote where the successful candidates are determined by a simple majority vote, and subsequently ratified and appointed to the Board;

BE IT RESOLVED that the CSA Board of Directors hold a vote to determine the successful candidates for the following vacancies:

College of Biological Sciences	Nour Kashlan
College of Social and Applied Human Sciences	Reem Salloum

BE IT FURTHER RESOLVED that the following successful candidates, in accordance with the results of the secret ballot votes, are ratified as At-Large Representatives on the 2023-24 CSA Board of Directors, effective immediately:

Reem Salloum
Nour Kashlan

Moved: Shaima Alam, President

Seconded: Jonah Greenhut

Motion Carried

MOTION: to move to a Committee of the Whole for the duration of **item 11.11.2**

Moved: Jake Levy

Seconded: Nate Broughton

The Chair explained it is easier to proceed in conducting two separate ballots in choosing the candidates.

Motion Carried

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MOTION: to move to recess until the Board have enough time to read all candidates' statements.

Moved: Jonah Greenhut

Seconded: Nate Broughton

Motion Carried

MOTION: to close the Committee of the Whole

Moved: Noam Einy

Seconded: Jake Levy

Motion Carried

11.11.3 Appoint Member to CSA/GSA Transit Committee

WHEREAS the CSA/GSA Transit Committee meets monthly to discuss student feedback on the bus service provided by Guelph Transit, as well as the improvements that can be made to benefit the student users; and

WHEREAS membership of the CSA/GSA Transit Committee includes one CSA Director;

MOTION: That the following Director be appointed to the CSA/GSA Transit Committee for the remainder of the 2023-2024 academic year:

Mauricio Fernandez

Moved: Samar Tariq, VP External

Seconded: Mauricio Fernandez

The Guelph Transit Contract is the largest contract CSA has: \$420,000 annually. There are discussions surrounding future projects, renovating bus shelters, and promotions on buses.

Motion Carried

11.11.4 Appoint Member to Student Events and Initiatives Funding (SEIF) Committee

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WHEREAS CSA Policy Appendix D, Section 7.3 requires a maximum of six members for the SEIF Committee, consisting of the following:

- CSA President
- One additional member of the Executive Committee
- One At-Large or College representative
- One Student Organization representative
- Up to two additional Directors

WHEREAS SEIF Committee Member Noam Einy has resigned from the SEIF committee, leaving a Director vacancy;

MOTION: That the following Director be appointed to the Student Events and Initiatives Funding Committee for the remainder of the 2023-2024 academic year:

Nate Broughton

Moved: Shaima Alam, President

Seconded: Jonah Greenhut

Two members volunteered, so a secret ballot vote was held to determine the appointee.

Motion Carried

11.11.5 Appoint Members to Clubs Conduct Tribunal

WHEREAS CSA Policy Appendix F – Clubs Handbook, Section 7.1.1 states that the CSA Clubs Conduct Tribunal is responsible for reviewing accreditation status of an Accredited Club to deem whether a club's accreditation status or privileges, including use of space on campus, club space, access to PDRs/funding, or collection of student fees, will be revoked, denied and/or subject to any limitations; and

WHEREAS CSA Policy Appendix F – Clubs Handbook, Section 7.2.2 states that membership of the tribunal shall be the Vice President Student Experience and two (2) CSA Directors appointed by the CSA Board of Directors;

BE IT RESOLVED that Mckenna Williams, VP Student Experience, be appointed to the Clubs Conduct Tribunal for the remainder of the 2023-2024 academic year;

AND FURTHER that the following Directors be appointed to the Clubs Conduct Tribunal for the remainder of the 2023-2024 academic year:

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Jonah Greenhut
Abdul Rafe Khan

Moved: Shaima Alam, President
Seconded: Jake Levy

Three members volunteered, so a secret ballot vote was held to determine the appointees.

Motion Carried

11.12. New Business

MOTION: to reconsider the agenda

Moved: Simran Kalra
Seconded: Marcus Aldred-Ganhao

Member Kalra explained that according to immigration laws in Canada, if you are an international student, you are required to take a full-time course load and that would prevent you from running for any of the executive positions. According to the CSA bylaws, you are only allowed to take two courses or maybe one. If you do not take a full-time course load, you are not allowed to continue your studies as an international student. Member Kalra has been trying to bring forward this motion with no success for several months. She hopes everyone will reconsider the agenda to address this issue.

Member Greenhut raised a point of information to ask what the member meant when stating that she has been trying to bring the motion forward in prior months.

Member Kalra explained that she has had conversations with members of the executive team who have expressed that they don't think this motion would be possible in practice.

The VP Student Experience motivated against bringing this item forward presently, noting that this is large discussion as it likely isn't feasible under the current operational structure, and it would be better served after first developing the motion.

MOTION: to call the question

Moved: Daniel Neiterman
Seconded: Jake Levy

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Motion Carried

MOTION: to reconsider the agenda.

Motion Carried

MOTION: to suspend the rules of order.

Moved: Marcus Aldred-Ganhao

Seconded: Naomi Amayaevbo

Motion Carried

MOTION TO AMEND THE AGENDA: to add new business item **11.12.1: PBRC Consideration of Requirements of Vice Presidents** to the agenda.

Moved: Simran Kalra

Seconded: Marcus Aldred-Ganhao

Motion Carried

11.12.1 PBRC Consideration of Requirements of Vice Presidents

MOTION: that the PBRC consider an amendment to bylaw and policy to allow for international students to take a full-time course load while serving as a Vice President of the CSA.

FURTHER RESOLVED: that the committee report back by the first meeting of the Winter 2024 semester.

Moved: Simran Kalra

Seconded: Marcus Aldred-Ganhao

MOTION TO AMEND: to change Vice President of the CSA to Executive of the CSA.

Moved: Daniel Neiterman

Seconded: Jake Levy

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Member Neiterman motivated that it makes sense to apply the change to all Executive positions if it's going to be made, rather than just the Vice President positions.

Member Greenhut inquired if the same time commitment applies to all Executive positions. The President confirmed that the commitment is the same.

The VP External added that the requirement is a minimum of 37.5 hours weekly, and Executives are expected to work beyond that.

Motion Carried

Jake Levy reminded members that PBRC meetings are open to guests, so board members can attend and bring their ideas to the meeting. In the interest of time, they don't have to voice all their thoughts at the meeting tonight. Members have to attend 2 PBRC meetings to be ratified as a member and made eligible to vote on items.

The President motivated that the root of this topic is not international students but rather operational requirements. She has been aiming to create new permanent staff positions as the workload is already too high for the current staff team and the 4 executives that we have. She noted that 12-hour days are typical within her role as President. She emphasized that she would like to add 3 new full-time staff positions in addition to a potential 5th executive position, given that the CSA is constantly overwhelmed with work. She noted that currently international students have the option of running for an executive position in their last semester of schooling, as the previous VP Academic did. She noted that she is in favour of more diversity in the CSA, but this would be a longer-term plan as there isn't the capacity for this change currently. The executives supervise the core staff team who work primarily from 9 to 5, meaning that the executives should also be present at the office from 9 to 5, rather than be in class.

Member Amayaevbo expressed that international students have more experience with work-life balance and adaptability than domestic students, given the strict requirements in reference to their study permits and scholarships.

Member Kalra agreed with the previous point and drew from her experience maintaining a high average while working multiple jobs and sitting on various committees and boards on campus.

MOTION: to call the question

Moved: Marcus Aldred-Ganhao

Seconded: Jake Levy

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Motion Carried

AMENDED MOTION: that the PBRC consider an amendment to bylaw and policy to allow for international students to take a full-time course load while serving as an Executive of the CSA.

FURTHER RESOLVED: that the committee report back by the first meeting of the Winter 2024 semester.

Motion Carried

11.13 Announcements

Members provided personal updates and information regarding their involvement in groups on campus.

The PTC thanked everyone for attending the AGM and attending the meetings throughout the semester.

The President, Shaima Alam, thanked everyone for attending the AGM.

Member Neiterman stated that there is a Tax Bank run by accounting students that offers a tax clinic on-campus and in the community, he hopes board members will promote this initiative.

Member Khan wished everyone good luck on the exams and have a good winter break.

Member Einy went into a vet outreach event, and it was a nice experience.

Member Aldred-Ganhao states there is a table tops game occurring right now.

Member Ratnarajah says there's a One Dollar Yard Sale event on December 1 and all proceeds goes toward UNICEF. If you buy an item, you will enter a giveaway for Guelph merch or a pair of Sony headphones.

Member Greenhut wished everyone a good holiday.

The Chair thanked everyone and wished them a good rest of the semester.

11.14 In Camera

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No In-Camera session was held at this meeting.

11.15 Adjournment

MOTION: That the CSA Board of Directors Meeting # 11 on November 29, 2023 be adjourned at 8:27 pm.

Moved: Jake Levy

Seconded: Simran Kalra

Motion Carried

Approved by the Board of Directors	Date: January 17, 2023
Signed: _____ Cameron Olesen Board Chair	Date: _____
Signed: _____ Colleen Bovay Policy & Transition Coordinator	Date: _____

Motion

Board of Directors Meeting # 12
January 17, 2024



Item 12.6
Executive Committee Minutes

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

Agenda Item #	Meeting #	Meeting Date
12.6.1	Meeting # 19	November 16, 2023
12.6.2	Meeting # 20	November 23, 2023

Moved:

Seconded:

Minutes

Executive Committee Meeting (ECM)

Meeting #19 – November 16th, 2023 – 2:30 pm

CSA Boardroom #1



Members: Shaima Alam (President, Chair), Mckenna Williams (VP Student Experience, Secretary), Bawneet Singh (VP Academic), Samar Tariq (VP External)

Regrets: None

Guests: None

1.0 Call to Order @ 2:30 pm

2.0 Adoption of the Agenda

2.1 Approve the Agenda

The agenda was approved as presented.

2.2 Declarations of Conflicts

No conflicts were declared.

3.0 Comments from the Chair

Woop - new execs!

4.0 Approval of the Previous Executive Committee Minutes

Meeting #18 Minutes were approved.

5.0 Executive Updates

5.1 President

5.1.1 HR/Operations Update

Core staff meeting

Within this week's weekly core staff meeting reviewed priorities of the year set in the summer and reevaluated their purpose, which ones were completed and how to accomplish. In the last couple meetings got feedback on how my ability to complete my role has been so far, and what I can work on better.

5.1.2 Supervisory

Focus has been transitioning and training the new executives through introductions within UofG, staff bonding, executive bonding, organizational training, soft skills trainings, photoshoots, portfolio prioritization, project initiation, committee orientation, promotional introduction of the VPs, etc.

5.1.3 Miscellaneous

Held events such as Monster Mash, Halloween Haunt, Sexy Bingo, Hypnotist show etc.

Kicked off the organization of our Annual General Meeting and have had several meetings to organize it and implement promotion.

Student Events and Initiative Funding has rolled out, and funding has been approved and denied by committee meeting, one additional deadline left.

Other committee work like PBRC, TSwift, compulsory fees, health and dental plan, elections and referendum, and student budget.

Minutes

Executive Committee Meeting (ECM)

Meeting #19 – November 16th, 2023 – 2:30 pm

CSA Boardroom #1



Had a successful election.

Cannon website approved for update.

Filmed a lot of board summary reels.

Went to National Day of Action with Samar.

Had several meetings with GSA concerning multiple collab projects.

Upcoming

Transition and training new executives

Holding Taylor Swift Night, Sexy Bingo, and Annual General Meeting

Increasing staff capacity of CSA through job development and reviewing infrastructure

5.2 VP Student Experience

5.2.1 Supervisory

CSA Clubs

I'm currently transitioning into supervising CSA Clubs with the help of Jack, our Student Experience Coordinator. With regards to W24 Club's Days, I'm hoping to reach out to Ana Maria over the next week to start planning.

SafeWalk

Everything seems to be running well aside from ongoing issues with the golf cart insurance. Going to touch base with Lee Anne and Max regarding the future of SafeWalk and how to improve engagement with the service.

5.2.2 Committees

Black History Month (BHM) Planning Committee

I'm currently sitting on the BHM Planning Committee to help provide perspectives on impact to the undergraduate student body and assist with event planning.

UC Governance Board

I couldn't attend the first meeting. I intend to attend the next meeting on December 5th, 2023, to get ratified. I have also joined the UCGB Operations and Program Committee and will attend the upcoming meeting for this on November 29th, 2023.

Student Food Insecurity

I was added to the SFI Committee this week. I'm considering joining the Review Committee for the PepsiCo Foundation Funding Applications.

Athletics Advisory Committee

I was added to the committee this week.

5.2.3 Miscellaneous

Minutes

Executive Committee Meeting (ECM)

Meeting #19 – November 16th, 2023 – 2:30 pm

CSA Boardroom #1



Stressbusters

The CSA VP Academic, CSA Experience Coordinator, and I had a meeting to plan our Stressbusters for the Fall exam season. We are planning to run minute-to-win-it games in the UC where we'll be giving out free Bullring coffee cards, pictures with Santa and free hot cocoa, and a \$10 Hospitality gift card giveaway for first-year students.

GSA-CSA Collaboration

The GSA and CSA are planning to host a collaborative event in the W24 semester. The idea for this event is to host a panel discussion hosting graduate students, in which graduates will share information surrounding their graduate school experience and UofG. We will also have a LinkedIn photobooth and networking session. This planning is still in the early stages – more information will be shared in the weeks to come.

5.3 VP Academic

5.3.1 Supervisory

Planning a stressbuster painting night on November 27th, 2023, called “Pre-Exam Art Therapy” during 6-7:30 pm in Peter Clark Hall. Looking forward to a Resource Fair with campus partners.

Academic Misconduct Awareness: Planning a social media post or reel to educate on academic misconduct, a vital topic for all students.

5.3.2 Committees

I've been actively participating in various committees, including the Board of Undergraduate Studies, the UofG Information Technology Student Advisory Committee, and the Compulsory Fees Committee.

Update from Board of Undergraduate Studies: B. Eng students will have 0.25 less credits in term 1, aligning with other majors.

5.3.3 Miscellaneous

We are very close to execute the planning for the Art in Bullring event, showcasing an amazing array of student artwork and music at the Bullring. It is happening on November 23rd from 6-8 pm.

5.4 VP External

5.4.1 Supervisory

FoodBank: The new FoodBank assistant has completed their training and transition into their role. The end of semester food drives have also been super successful with bringing in over \$11,000 worth of donation in food!

Bike Centre: The Bike Centre is temporarily closed. We can't wait to open very soon!

5.4.2 Committees

Minutes

Executive Committee Meeting (ECM)

Meeting #19 – November 16th, 2023 – 2:30 pm

CSA Boardroom #1



Food Insecurity Committee: Students are being looked at to be supported in more holistic ways. The CSA and GSA are hoping to enter conversations surrounding offering grants to support students who need support with food, but also in greater areas in their life.

Guelph Transit Sub-Committee: A townhall speech is being drafted for the end of November to advocate in front of the town councilors for greater investment in Guelph Transit. Especially with Conestoga coming into the city in the coming years.

Ethical Code of Conduct Committee: The F23 semester meeting is coming up in December. Sharmilla Rasheed and I will be meeting as co-chairs prior to the meeting and introduce new additions to the committee for consideration.

5.4.3 Miscellaneous

National Day of Action: CSA President and myself attended the National Day of Action on November 8th with CFS, in Toronto at Queens Park. It was a great turnout, and the rally was very successful.

6.0 Business

7.0 New Business

8.0 In Camera

There was no in-camera session.

9.0 Adjournment @ 4:00 pm

Next Meeting: November 23rd, 2023

Minutes

Executive Committee Meeting (ECM)

Meeting #20 – November 24th, 2023 – 2:00 pm

CSA Boardroom #1



Members: Shaima Alam (President, Chair), Mckenna Williams (VP Student Experience, Secretary), Bawneet Singh (VP Academic)

Regrets: Samar Tariq (VP External) was not in attendance.

Guests: None

1.0 Call to Order @ 2:00 pm

2.0 Adoption of the Agenda

2.1 Approve the Agenda

The agenda was approved as presented.

2.2 Declarations of Conflicts

No conflicts were declared.

3.0 Comments from the Chair

Had a super busy week, but we are nearing the end of completing the F23 projects!

4.0 Approval of the Previous Executive Committee Minutes

Meeting #19 Minutes were approved.

5.0 Executive Updates

5.1 President

5.1.1 HR/Operations Update

All Staff meeting

Held the 3rd and last All Staff Meeting. This week's activity was decided to be a paired up drawing game. Reminders for end of semester closing were given.

Staff appreciation

Festivus planning has begun. Doing secret snowflakes for core staff.

Executive transition

I think VPs are now super onboarded now! Arranged executive bonding day. Making several sequential posts to introduce new execs. Website digestible portfolio updated, and Instagram posts, and UC banner and kiosks.

Staff evaluations

Most staff evaluations have been done, and now we have updated most service staff evaluations content. Core staff content will be updated in December.

5.1.2 Supervisory

Promo services

Worked on promo for SHAC events, Taylor Swift Night, stressbusters, website updates, bullring concerts, bullring Santa Claus, Excuse me at the Bullring, AGM, Mocktail Monday etc.

Student Experience Coordinator

Minutes

Executive Committee Meeting (ECM)

Meeting #20 – November 24th, 2023 – 2:00 pm

CSA Boardroom #1



Ran Imagnus Poster Sale. Updated their job description to be something that can continue on with a VPSE present. Much more specific and structured, changing title of job as well. Stay tuned for when it is brought to board.

Business Office

Getting the Finance Committee going with orientation. Completing payroll. Overlooking the budget etc.

Elections Office

Board appointment process was heavily advertised. Got a lot of requests for forms, unfortunately, not many folks actually hit the 25 signatures from their college.

5.1.3 Miscellaneous

Events

Hosted sexy bingo again, with the introduction of mini games again, and for the first time with VPSE!

Had another Taylor Swift craft night. Set up for Tswift today.

AGM

Created the post card content and layout for AGM using new exec pictures. Figured out financial items for the AGM. Held a touch base meeting. Wrote up the captions of all the posts and have planned a broad range of promo items for the AGM. AGM hit quorum and we done finally. Have further recommendations on how to hit quorum next AGM. Have pictures to use for promo next year and GMM.

SEIF

Had a committee meeting, denied and approved several different applications.

PBRC

Working on policy to update organizational portfolios and match current procedures.

Organizing the working group for statement making policy.

Student Wellness Advisory Group

Had a budget overview of SWS. Something striking was that they have a lot of temporary full time staff which creates a lot of turn over, low talent acquisition and decreased diversity. Figuring out why no centralized funding from Uni.

Student Budget Committee

Had presentations from EL Hub, Library, Financial Services, SWS, Athletics etc. about their budget and spending and student utilization.

5.2 VP Student Experience

5.2.1 Supervisory

CSA Clubs

Minutes

Executive Committee Meeting (ECM)

Meeting #20 – November 24th, 2023 – 2:00 pm

CSA Boardroom #1



I've now transitioned into being the primary supervisor for CSA Clubs. I've been connecting with Isha over the past week to get an idea of what's gone on this year. Accreditation should be completely wrapped up on Monday, November 27, 2023, apart from a few outstanding clubs who should be submitting the last of their documentation shortly. I'm planning to meet with the Clubs Programming Coordinator, Ana Maria, next week to discuss a plan for Club's Days in January, and with both Club's executives to discuss Club Hub planning.

SafeWalk

SafeWalk is running smoothly. Lee Anne is still working to sort out the insurance policy for the SafeWalk golf carts.

5.2.2 Committees

UC Governance Board

I'll be attending the upcoming meetings on November 29th and December 5th to be ratified into the UC Governance Board Operations and Programming Sub-Committee and the UC Governance Board, respectively.

Black History Month Planning Committee

I've been attending BHM Planning Committee meetings to provide perspectives on how the events planned can best impact undergraduate student experience and to assist with the overall planning of the Keynote Speaker event.

O-Week Advisory Committee

I attended the OWAC meeting last week to gain insights on what went well this year, what could be done better next year, and to discuss fun ideas for next O-Week.

SEIF Committee

The SEIF Committee met last week to review the last round of applications for F23.

5.2.3 Miscellaneous

Stress Busters

We'll be doing 3 Stress Buster events this coming week. We plan to hand out \$10 hospitality gift cards to first year students outside of lecture halls, host a "Pictures with Santa and Free Hot Cocoa" event in the UC, and a "Minute-To-Win-It Games" event in the UC in which we'll be awarding the winners with coupons for free hot drinks at the Bullring.

5.3 VP Academic

Minutes

Executive Committee Meeting (ECM)

Meeting #20 – November 24th, 2023 – 2:00 pm

CSA Boardroom #1



5.3.1 Supervisory

SHAC is working on getting a pie chart or data chart for all the cases we have ever had till now.

5.3.2 Committees

Committees are going well.

5.3.3 Miscellaneous

Art in the bullring happened successfully on November 23rd. 05 winners were allowed and were given \$100 honorarium.

6.0 Business

6.1 Ratifications and De-Ratifications CSA Committee Representations

6.1.1 Motion: CSA VP Student Experience, Mckenna Williams, will be a voting member at the UC Governance Board as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.2 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the UC Governance Board as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.3 Motion: CSA VP Student Experience, Mckenna Williams, will be a voting member at the UC Governance Board Operations and Programming Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.4 Motion: CSA VP Student Experience, Mckenna Williams, will be a voting member at the Black History Month Planning Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.5 Motion: CSA VP Student Experience, Mckenna Williams, will be a voting member at the O-Week Advisory Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

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Executive Committee Meeting (ECM)

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CSA Boardroom #1



Motion Carried.

6.1.6 Motion: CSA VP Student Experience, Mckenna Williams, will be a voting member at the Student Events and Initiatives Fund (SEIF) Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.7 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Student Events and Risk Management (SEIF) Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.8 Motion: CSA VP Student Experience, Mckenna Williams, will be a voting member at the Student Events and Risk Management (SE&RM) Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.9 Motion: CSA President, Shaima Alam, and CSA VP Student Experience, Mckenna Williams, will be a voting member at the Student Life Enhancement Fund (SLEF) Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.10 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Student Life Enhancement Fund (SLEF) as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.11 Motion: CSA VP Student Experience, Mckenna Williams, will be a voting member at the Athletics Advisory Committee (AAC) as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.12 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Athletics Advisory Committee (AAC) as a CSA representative.

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Executive Committee Meeting (ECM)

Meeting #20 – November 24th, 2023 – 2:00 pm

CSA Boardroom #1



Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.13 Motion: CSA VP Student Experience, Mckenna Williams, will be a voting member at the Mental Health Advisory Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.14 Motion: CSA VP External, Samar Tariq, will be de-ratified from the Mental Health Advisory Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.15 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the Compulsory Fees Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.16 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Compulsory Fees Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.17 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the Board of Undergraduate Studies as a CSA representative.

Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.18 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Board of Undergraduate Studies as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.19 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the UofG Information Technology Student Advisory Committee as a CSA representative.

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Executive Committee Meeting (ECM)

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CSA Boardroom #1



Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.20 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the UofG Information Technology Student Advisory Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.21 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the Student Rights & Responsibilities Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.22 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Student Rights & Responsibilities Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.23 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the Task Force on Student Conduct Policy and Practice as a CSA representative.

Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.24 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Task Force on Student Conduct Policy and Practice as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.25 Motion: CSA VP Academic, Bawneet Singh, will be a member at the Student Senate Caucus as a CSA representative.

Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.26 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Student Senate Caucus as a CSA representative.

Moved: Shaima Alam

Minutes

Executive Committee Meeting (ECM)

Meeting #20 – November 24th, 2023 – 2:00 pm

CSA Boardroom #1



Seconded: Mckenna Williams

Motion Carried.

6.1.27 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the Senate Meeting as a CSA representative.

Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.28 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Senate Meeting as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.29 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the Student Financial Services Student Fee Advisory Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.30 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Student Financial Services Student Fee Advisory Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

6.1.31 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the Late Fee Appeal Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.32 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Late Fee Appeal Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

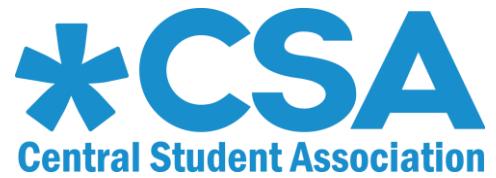
6.1.33 Motion: CSA VP Academic, Bawneet Singh, will be a voting member at the Experiential Learning Advisory Committee as a CSA representative.

Minutes

Executive Committee Meeting (ECM)

Meeting #20 – November 24th, 2023 – 2:00 pm

CSA Boardroom #1



Moved: Shaima Alam

Seconded: Bawneet Singh

Motion Carried.

6.1.34 Motion: CSA VP Academic, Junypo Lee, will be de-ratified from the Experiential Learning Advisory Committee as a CSA representative.

Moved: Shaima Alam

Seconded: Mckenna Williams

Motion Carried.

7.0 New Business

8.0 In Camera

There was no in-camera session.

9.0 Adjournment @ 4:00 pm

Next Meeting: November 30th, 2023

Item 12.7
Executive Updates

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

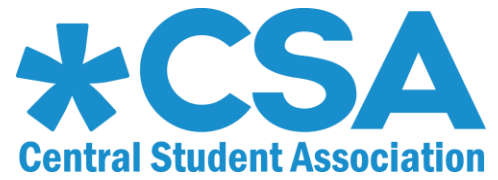
12.7.1	President	January 17, 2024
12.7.2	VP Student Experience	January 17, 2024
12.7.3	VP Academic	January 17, 2024
12.7.4	VP External	January 17, 2024

Moved:
Seconded:

Information Report

Board of Directors Meeting # 12

January 17, 2024



Item 12.10.1

Summary of Committee Appointments

Motion: That the Summary of Committee Appointments, as presented in the Board Agenda Package, be received as information.

Moved:

Seconded:

Information Report

Board of Directors Meeting # 12

January 17, 2024



The following Summary of Committee Appointments is provided as information:

CSA/GSA Transit Committee

Appointed: November 29, 2023

Mauricio Fernandez	Director
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Student Events and Initiatives Funding Committee

Appointed: November 29, 2023

Nate Broughton	Director
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Clubs Conduct Tribunal

Appointed: November 29, 2023

Abdul Rafe Khan	Director
Jonah Greenhut	Director

Experiential Learning Advisory Committee

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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Late Fee Appeal Committee

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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Student Financial Services Student Fee Advisory Committee

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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The Senate Meeting

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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Student Senate Caucus

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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Information Report

Board of Directors Meeting # 12

January 17, 2024



Task Force of Student Conduct Policy and Practice

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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Student Rights & Responsibilities Committee

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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UoG Information Technology Student Advisory Committee

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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Board of Undergraduate Studies

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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Compulsory Fees Committee

Appointed: November 24, 2023

Bawneet Singh	VP Academic
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Mental Health Advisory Committee

Appointed: November 24, 2023

Mckenna Williams	VP Student Experience
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Athletics Advisory Committee

Appointed: November 24, 2023

Mckenna Williams	VP Student Experience
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Student Life Enhancement Fund (SLEF) Committee

Appointed: November 24, 2023

Shaima Alam	President
Mckenna Williams	VP Student Experience

Information Report

Board of Directors Meeting # 12

January 17, 2024



Student Events & Risk Management (SE&RM) Committee

Appointed: November 24, 2023

Mckenna Williams	VP Student Experience
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Student Events and Initiatives Funding (SEIF) Committee

Appointed: November 24, 2023

Mckenna Williams	VP Student Experience
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O-Week Advisory Committee

Appointed: November 24, 2023

Mckenna Williams	VP Student Experience
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Black History Month Planning Committee

Appointed: November 24, 2023

Mckenna Williams	VP Student Experience
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UC Board Operations and Programming Committee

Appointed: November 24, 2023

Mckenna Williams	VP Student Experience
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University Centre (UC) Board

Appointed: November 24, 2023

Mckenna Williams	VP Student Experience
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Policy & Bylaw Review Committee

Appointed: November 21, 2023 (Committee Meeting)

Samar Tariq	VP External
Nate Broughton	Director
Natalie Wilkinson	Director
Naomi Amayaevbo	Director
Nour Kashlan	CSA Member
Jack Geikie	CSA Member
Samantha Fischer	CSA Member
Hana Hassan	CSA Member
Roodiya Awosanmi	CSA Member

Information Report

Board of Directors Meeting # 12

January 17, 2024



Student Events and Initiatives Funding Committee

Appointed: November 15, 2023

Jayden Khan	Director
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Elections Appeals Board

Appointed: November 15, 2023

Krishna Ratnarajah	Director
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Student Health and Dental Plan Committee

Appointed: November 15, 2023

Noam Einy	Director
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Sub-Committee – Statements on Conflict in the Middle East

Appointed: at Sub-Committee Meeting

Mauricio Fernandez	Director
Mason Friebe	Director
Eknoor Walia	Director
Samantha Scott	Director
Daniel Spinner	Director
Abdul Rafe Khan	Director
Jonah Greenhut	Director
Marcus Aldred-Ganhao	Director
Nate Broughton	Director
Noam Einy	Director

Sub Committee – Statements on Conflict in the Middle East

Appointed: October 23, 2023

Jake Levy	Director
Daniel Neiterman	Director
Naomi Amayaevbo	Director
Natalie Wilkinson	Director

University Centre Board

Appointed: October 18, 2023

Naomi Amayaevbo	UC Board Member
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Information Report

Board of Directors Meeting # 12

January 17, 2024



Eknoor Walia	Alternate UC Board Member
Rachel Marcus	Alternate UC Board Member

Athletics Advisory Council

Appointed: October 18, 2023

Jake Levy	CSA Representative
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Art in the Bullring Winner Selection Committee

Appointed: October 4, 2023

Abdul Rafe Khan	Director
Samantha Scott	Director
Rachel Marcus	Director

University Centre Board

Appointed: September 13, 2023

William Coleman	UC Board Member
Zohniyya Qutub	UC Board Member
Nicola Whitlock	UC Board Member
Manahil Zaid	UC Board Member
Aadya Kapoor	UC Board Member
Jake Levy	Alternate UC Board Member
Samantha Scott	Alternate UC Board Member
Jonah Greenhut	Alternate UC Board Member

Elections Appeals Board

Appointed: September 13, 2023

Taylor Legge	Director
Abdul Rafe Khan	Director
Jasmine Gill	General CSA Member
Jadyn Koehler	General CSA Member

Elections and Referendum Committee

Appointed: September 13, 2023

Mauricio Fernandez	Director
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Elections and Referendum Committee

Appointed: August 30, 2023

Information Report

Board of Directors Meeting # 12

January 17, 2024



Shaima Alam	President
Colleen Bovay	Policy and Transition Coordinator
William Coleman	Chief Returning Officer
Lauren Pyne	Assistant Returning Officer
Jonah Greenhut	Director

Student Events and Initiatives Funding Committee

Appointed: July 19, 2023

Shaima Alam	President
Daniel Spinner	Director
Noam Einy	Director
Natalie Wilkinson	Director

Co-curricular Experiential Learning Integrity Committee

Appointed: July 5, 2023

Samar Tariq	VP External
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Finance Committee

Appointed: June 21, 2023

Shaima Alam	President
Mauricio Fernandez	Director
Mason Friebe	Director
Taylor Legge	Director

Student Affordable Housing Taskforce

Appointed: May 31, 2023

Samar Tariq, VP External	Committee Chair
Mauricio Fernandez	Director
Mason Friebe	Director
Naomi Amayaevbo	Director

Policy and Bylaw Review Committee

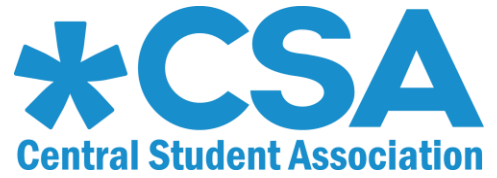
Appointed: May 31, 2023

Colleen Bovay	Policy and Transition Coordinator
Shaima Alam, President	Executive Member
Jake Levy	Director

Information Report

Board of Directors Meeting # 12

January 17, 2024



Mason Friebe	Director
Mauricio Fernandez	Director

Late Fee Appeal Committee

Appointed: May 31, 2023

Abdul Rafe Khan	CSA Member/Director
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UC Board Selection Committee

Appointed: May 31, 2023

Mauricio Fernandez	Director
Naomi Amayaevbo	Director

Sustainability Action Fund Student Working Group

Appointed: May 31, 2023

Mauricio Fernandez	CSA Member/Director
Natalie Wilkinson	CSA Member/Director

Motion

Board of Directors Meeting # 12
January 17, 2024



Item 12.10.2
Policy & Bylaw Review Committee (PBRC) Minutes

MOTION: that the minutes for the following PBRC Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
12.10.2	Meeting # 4	November 3, 2023

Moved:

Seconded:

MINUTES

Policy & Bylaw Review Committee (PBRC)
Meeting # 4 – November 3, 2023 – 2pm – 4pm
Microsoft Teams



Attendance

Members

Colleen Bovay	Policy & Transition Coordinator	Present
Shaima Alam	President	Present
Mauricio Fernandez	Director	Present
Mason Friebe	Director	Present
Jake Levy	Director	Present

Scribe

Colleen Bovay	Policy & Transition Coordinator
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Guests

Samar Tariq	VP External
Natalie Wilkinson	Director
Naomi Amayaevbo	Director
Nate Broughton	Director
Nour Kashlan	CSA Member
Jack Geikie	CSA Member
Roodiya Awosanmi	CSA Member
Samantha Fischer	CSA Member
Hana Hassan	CSA Member

MINUTES

Policy & Bylaw Review Committee (PBRC)
Meeting # 4 – November 3, 2023 – 2pm – 4pm
Microsoft Teams



<p>4.0 Call to Order</p> <p>'Quorum shall be three ratified members, one of which must be a Director of the CSA.'</p> <p>Called to order at 2:16 pm</p> <p>4.0.1 Attendance</p> <p>4.0.2 Chair</p> <p>Member Colleen Bovay was selected as the Chair for this meeting.</p> <p>4.0.3 Introductions</p>
<p>4.1 Adoption of the Agenda</p> <p>4.1.1 Approve the Agenda</p> <p>Agenda approved with no additions.</p> <p>4.1.2 Declarations of Conflicts</p> <p>No conflicts were declared.</p>
<p>4.2 Ratifications and De-Ratifications</p> <p>No ratifications or de-ratifications were considered at this meeting.</p>
<p>4.3 Comments from the Chair</p> <p>The PTC noted that she's happy to see so many individuals taking an interest in PBRC as it's an important committee for the organization.</p>
<p>4.4 Approval of Past Minutes</p> <p>The Minutes were approved for the following PBRC Meeting:</p> <p>4.4.1 PBRC Meeting # 3 – July 17, 2023</p>
<p>4.5 Working Group Updates and Reports</p> <p>No Working Group Updates or Reports were provided.</p>
<p>4.6 Business</p> <p>4.6.1 Volunteer Policy Update</p> <p>The PTC explained that this item was brought forward at a prior meeting as several CSA service coordinators have indicated an interest in utilizing volunteers. Currently, the CSA only has a small and very general volunteer policy within the policy manual, and currently only SafeWalk utilizes volunteers.</p>

MINUTES

Policy & Bylaw Review Committee (PBRC)

Meeting # 4 – November 3, 2023 – 2pm – 4pm

Microsoft Teams



After internal discussions, it's been recommended that this item be tabled to later time, so that the services can first gather statistics to demonstrate if there is a need for volunteers or if hiring additional staff would be more suitable. The recommendation is for statistics to be gathered throughout the fall and winter semesters, which will inform whether creating more detailed volunteer policies for specific services is something to move forward with.

Mauricio Fernandez requested information on what the current challenges are within the current volunteer policy.

The President explained that the current policy is very general and doesn't contain all the aspects it would need to have before allowing services to have volunteers, as was recommended by the external HR consultant.

Jake Levy inquired why having a volunteer policy is necessary.

The President explained that there is legislation regarding requirements for volunteers, which is similar to requirements for employees. This is in relation to workplace health and safety, recordkeeping, and more.

The committee reached consensus to table this item until a later time after statistics collection and as staff capacity allows.

4.6.2 Accessibility Policy Update

The PTC explained that this item was brought forward at a prior meeting after becoming aware of needing to complete an Accessibility Compliance Report to submit to the provincial government, which could lead to needing to make additions to the policy. The report has now been completed and it has been determined that everything within the current accessibility policy is in alignment with what is required, so nothing further is needed for this item.

Mauricio Fernandez inquired if there are any specific accessibility legislation requirements that are relevant to the CSA .

The President explained that the most relevant items for the CSA were in relation to communication. This includes having our website and social media be accessible, as well as offer documents in accessible formats and offer accommodations to staff as needed.

The PTC noted that the only item in progress related to accessibility is updating the cannon website to make it fully accessible, which is currently underway through the cannon operating committee.

The President added that this is slated to be completed in December.

MINUTES

Policy & Bylaw Review Committee (PBRC)

Meeting # 4 – November 3, 2023 – 2pm – 4pm

Microsoft Teams



4.6.3 Executive Portfolios

The President explained that the Executive Portfolios policy appendix is currently out of date due to a variety of factors. This includes mentions of committees that no longer exist and changes to executive duties as some roles have now been shifted to different staff members. The President noted that it's important for this policy to be reflective of the current roles for executives since students who run for the positions will be basing that off the information provided in the policy. As such, we want to thoroughly review the appendix to ensure everything is up to date.

The PTC recommended that a working group should be formed to perform this review. She suggested that the President and her could form the working group, along with any other committee members who would like to join.

The committee reached consensus for the President and the PTC to form a working group and then report back to the committee at a later meeting.

4.6.4 Board Meeting Minutes Guidelines

Jake Levy explained that he's proposing a change to policy to allow names to be redacted from board meeting minutes when needed due to safety concerns. He explained that the board would have to hold a vote to determine if they agree that it's a reasonable time to redact names. He cited that in recent times there have been threats made to people on the board, so this is an important addition.

The PTC explained that after doing research and consulting with the Board Chair regarding what is allowed within Robert's Rules of Order, an amendment of this nature should be made within the bylaws, and it may require additions to the CSA Rules of Order as well. The PTC also noted that there may need to be an addition to the Internal Policy to clarify whether meeting minutes are considered public before they are approved, since currently the draft minutes are included in the agenda package that is posted prior to meetings. The PTC reminded members that when making bylaw and policy changes, we have to be aware that even when making decisions with the best of intentions, we have to consider how changes could be misused in the future by someone who doesn't have good intentions.

Natalie Wilkinson noted that she can see both sides of wanting to redact names and of wanting to holding members accountable. She noted that board representatives aren't able to be in constant contact with the students they represent, so how else will members know about the decisions their representative is making for them if the names aren't posted.

MINUTES

Policy & Bylaw Review Committee (PBRC)

Meeting # 4 – November 3, 2023 – 2pm – 4pm

Microsoft Teams



The VP External noted that decisions can backfire and it's valid to want something in place if potential safety threats arise. She noted that there's an infrastructure gap in the bylaws regarding a system of accountability for board members with how connected they are with their constituency. She noted that there should be a policy development regarding members bringing verification that their constituency are in favour of a change, particularly for bylaw amendments. She thinks other steps should be taken before pursuing this item.

Samantha Fischer agreed with the importance of having increased accountability, and also noted the risks of individuals using this amendment for the wrong reasons.

The PTC noted that during the last term there was a working group that began working on amendments to the director duties section of the bylaws, which is a project that could be returned to this year.

Naomi Amayaevbo noted that the university and the CSA itself have various avenues and resources regarding student safety and wellness. She noted that even if names are redacted from the minutes, our board meetings are still public, and the events of the meetings can be spoken about. She reiterated that in redacting names we will be losing transparency for the students.

Nate Broughton agreed with previous speakers that we have to strike a balance between safety and transparency, and CSA members tend to get most frustrated when they feel there's a lack of transparency, and this has negative impacts on our efficiency and operations. He motivated for having a clear process and requirements regarding redacting minutes if the committee moves forward with it, and clarifying in the rules of order what the minutes include.

Roodiya Awosanmi agreed with previous points regarding clarifying duties of directors and how they have to be accountable to their constituency. She noted using focus groups as an option for sourcing opinions of students.

Jake Levy agreed with having a specific process and definition of what would be considered a safety concern. He noted that as a committee we can decide how strict the process is, such as making the board vote to redact the minutes need to be a 2/3 majority or a roll call vote, to safeguard against misuse.

The VP External motivated for defining the roles of the board directors and an accountability system, such as requiring semesterly director reports based on conversations and connectivity with their constituency. She noted the importance of this step based on needing to fulfill transparency to the membership, before moving forward with an amendment to redact names.

Mason Friebe agreed with previous points regarding outlining the process to protect transparency. He noted that creating the option to redact names may

MINUTES

Policy & Bylaw Review Committee (PBRC)

Meeting # 4 – November 3, 2023 – 2pm – 4pm

Microsoft Teams



reduce the usage of in-camera sessions, so the overall discussion would be able to stay public.

Jake Levy motivated to form a working group to look into what sections would need changes in order to introduce this amendment. He noted that the membership will still have a say as they have to approve the amendments at an AGM. He agreed with the idea of further defining director roles and duties but noted that as a separate issue from this item.

Mauricio Fernandez agreed with prior points regarding the increase of transparency if this leads to less usage of in-camera sessions. He noted that this would need to be used carefully and could have requirements such as first speaking to the campus safety office.

The VP External noted that the membership may find more value in knowing that the person they elected is working in their favour, rather than being able to read the discussions with redactions. She motivated for doing our due diligence and addressing the gap that has been found regarding accountability.

The President noted that it's important to look at the big picture of amending our bylaws, which are the documentation that upholds the integrity of our organization. She explained that board members are supposed to perform legal duties with care and minimize risk to the organization, and a key part of that is ensuring we have official records for our meetings. The President noted the risks of this proposal if the CSA were to have a corrupt board, or if a legal issue arose from a decision of the board, and we then didn't have official record of which board members were involved. She noted that we should make a policy amendment to add more detail on the structure of our minutes.

The PTC noted that if this change is implemented, there could still be a process for keeping the unredacted minutes for legal purposes and recordkeeping, they would just be confidential, similarly to in-camera minutes.

Jake Levy noted that if a corrupt member has enough votes in their favour to redact names from the minutes, they would also have enough votes in favour of entering an in-camera session, which would result in no publicly available discussion. He argued that being able to see the full discussion, even without names, increases transparency.

The President motivated that we should consider an amendment to list what constitutes a valid reason to go in-camera, given that currently there's the opportunity for misuse of in-camera sessions.

Multiple members agreed with discussing changes to in-camera rules at a future meeting.

MINUTES

Policy & Bylaw Review Committee (PBRC)
Meeting # 4 – November 3, 2023 – 2pm – 4pm
Microsoft Teams



Based on limited time left in the meeting, the PTC requested for ratified members to reach a decision on how to move forward at this time. At request, the PTC provided a description of working groups for the benefit of the meeting guests. The PTC noted that sending the item to a working group isn't necessarily the committee giving approval of making amendments, but rather is the means to research the specifics of the item and bring recommendations and different wording options back to the committee to then discuss more. The PTC noted that typically working groups are formed with a small membership consisting of PBRC members, but guests at this meeting could request to join the working group once they become ratified members of PBRC.

Jake Levy recommended forming a working group to prepare language that can then be discussed by the committee.

The PTC suggested a working group consisting of herself and Member Levy, with consultation from the President, especially if there are any legal considerations involved.

Ratified members reached consensus to form the suggested working group.

4.6.5 Winter Semester Priorities

Due to time constraints, this item will be covered at a later meeting.

4.7 New Business

4.7.1 No new business was discussed.

4.8 In Camera Session

No in camera session was held at this meeting.

4.9 Adjournment

4.9.1 Adjourn

Meeting adjourned at 3:58 pm

Next Meeting Dates

PBRC

TBD

Upcoming WG Meeting Dates

TBD

Motion

Board of Directors Meeting # 12
January 17, 2024



Item 12.10.2
Policy & Bylaw Review Committee (PBRC) Minutes

MOTION: that the minutes for the following PBRC Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
12.10.3	Meeting # 5	November 21, 2023

Moved:

Seconded:

MINUTES

Policy & Bylaw Review Committee (PBRC)
Meeting # 5 – Nov 21, 2023 – 5:30pm – 7pm
Microsoft Teams



Attendance

Members

Colleen Bovay	Policy & Transition Coordinator	Present
Shaima Alam	President	Present
Mauricio Fernandez	Director	Present
Mason Friebe	Director	Present
Jake Levy	Director	Present
Samar Tariq	VP External	Present
Natalie Wilkinson	Director	Present
Naomi Amayaevbo	Director	Present
Nate Broughton	Director	Present
Nour Kashlan	CSA Member	Present
Jack Geikie	CSA Member	Present
Roodiya Awosanmi	CSA Member	Present
Samantha Fischer	CSA Member	Present
Hana Hassan	CSA Member	Present

Scribe

Colleen Bovay	Policy & Transition Coordinator
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Guests

Avneet Grewal	CSA Member
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MINUTES

Policy & Bylaw Review Committee (PBRC)
Meeting # 5 – Nov 21, 2023 – 5:30pm – 7pm
Microsoft Teams



<p>5.0 Call to Order</p> <p>‘Quorum shall be three ratified members, one of which must be a Director of the CSA.’</p> <p>Called to order at 5:34 pm</p> <p>5.0.1 Attendance</p> <p>5.0.2 Chair</p> <p>Member Shaima Alam was selected as the Chair for this meeting.</p> <p>5.0.3 Introductions</p>
<p>5.1 Adoption of the Agenda</p> <p>5.1.1 Approve the Agenda</p> <p>Agenda approved with no additions.</p> <p>5.1.2 Declarations of Conflicts</p> <p>No conflicts were declared.</p>
<p>5.2 Ratifications and De-Ratifications</p> <p>The following new members were ratified: Samar Tariq, Natalie Wilkinson, Naomi Amayaevbo, Nate Broughton, Nour Kashlan, Jack Geikie, Roodiya Awosanmi, Samantha Fischer, Hana Hassan.</p>
<p>5.3 Comments from the Chair</p> <p>The President noted that we have several items on the agenda, and she hopes we’ll be able to get through everything in the allotted meeting time.</p>
<p>5.4 Approval of Past Minutes</p> <p>No past minutes were considered for approval.</p>
<p>5.5 Working Group Updates and Reports</p> <p>No Working Group Updates or Reports were provided.</p>
<p>5.6 Business</p> <p>5.6.1 Board of Directors – Statement Making</p> <p>The President shared that the Board motioned to send the topic of statement making to the PBRC to develop a policy. She noted that a working group will</p>

MINUTES

Policy & Bylaw Review Committee (PBRC)
Meeting # 5 – Nov 21, 2023 – 5:30pm – 7pm
Microsoft Teams



likely be needed to draft the policy language, but first the committee can discuss their thoughts on a statement making policy.

Natalie Wilkinson noted that we need to ensure the policy is carefully written since individuals can be harmed when statements are made without proper consideration.

Hana Hassan noted that there should be a policy regarding bringing on the affected parties before making a statement, and statement making should be done over multiple meetings and not rushed.

Jake Levy motivated for using a process like the subcommittee that was formed, where board members consult all affected groups and create a statement that is accepted by all groups.

Roodiya Awosanmi motivated to first form a working group for reviewing the policies regarding the roles for directors, as she thinks that's an important foundational step before working on the statement policy.

Mauricio Fernandez motivated that the CSA should stay away from making political statements as we aren't qualified to do so. The CSA is an organization that should be focusing on providing goods and services to students to make their life easier on campus. The policy should ban the Board from making political statements, and the CSA can help by directing students to resources.

Nour Kashlan motivated that the CSA should comment on human rights issues, as students see it as a means of support. We need to work on having a process for forming statements with the right people.

Jake Levy noted that he doesn't think a ban on political statements is necessary, but even with human rights issues, there can be different opinions on conflicts happening worldwide, so we have to tread carefully.

Hana Hassan agreed that statements and the process need to be carefully thought out. She noted that there could be differences of opinions on conflicts, but it can't be dismissed if it's designated as a human rights issue. She noted that students are currently on the defensive now regarding statements that the CSA puts out, and we can't not talk about issues that are affecting many students on campus.

Mauricio Fernandez noted that the CSA commenting on geo-political commentary doesn't help anyone, we can instead comment on what we can do for students in terms of counseling and other supports. There are many injustices in the world, and the CSA doesn't have any power or the qualifications to be making specific comments, and we don't have the capacity to comment on every injustice.

MINUTES

Policy & Bylaw Review Committee (PBRC)
Meeting # 5 – Nov 21, 2023 – 5:30pm – 7pm
Microsoft Teams



Roodiya Awosanmi motivated that there is room to be making statements about geopolitical events in a way that isn't abrasive or harmful to one side or the other. She noted that there can be significant impact from the CSA and from our membership, and many students want to use their voice. She thinks it's important that we develop a concrete policy for statement making,

The VP External noted that she understands the perspective of only providing resources, but she thinks we could have the opportunity to take more productive actions with programming and engagement with students when significant conflicts are ongoing. She motivated for a policy that goes beyond only a process for statement making.

Nour Kashlan agreed with the previous speaker and added that the university has a lot of international students from different places around the world. She noted that the support piece from the CSA should be a requirement in these situations since the CSA is the voice for the students.

Mauricio Fernandez agreed that the student voice matters but also noted the other avenues beyond the CSA for engaging in political discussions, such as contacting our MP and MPP. He noted that we need to recognize the limitations of the organization and focus on services, rather than researching conflicts to make statements.

Roodiya Awosanmi noted that it isn't very effective to offer resources without acknowledging why those resources are needed. To proceed from a healing and educational standpoint you need to first acknowledge the harm and wrongs done. She agreed with previous speakers that the CSA shouldn't be making one-sided political commentary, but the conflict at hand should be noted.

The PTC noted that it's important to consider the timing aspect of this issue. She motivated that there's value in having a process in place to prevent a statement from being brought forward at a meeting, approved, and posted the next day, however, there have also been criticisms from students that we take too long to comment on matters when they're waiting to hear from us. She reminded members that board meetings are typically every two weeks, so it's challenging to be able to comment on issues in the time frame that would be expected. The PTC recommended reaching out to other student unions to see what practices or policies they use. She also noted that it may be helpful to allow our executive team to post resources with a brief note rather than having to wait for weeks for a full statement to be drafted and approved.

Hana Hassan agreed with the time-frame aspect of the issue. She noted that some important issues garner a lot of attention and time should be made to make a statement in a quicker time frame by holding emergency meetings if needed. She motivated that if the statement policy is created and posted

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publicly, it can note in the process that there is a two-week time frame due to the schedule of board meetings, so students can be aware of the time it will take for a statement to be posted. She noted that statements from the CSA show that the students are being heard and the organization is touching on other issues in the world. She motivated against banning political statements but rather putting a policy in place for it.

The President explained the current process used internally when writing statements, which includes consulting relevant groups as applicable. The President noted that the VP External had suggested drafting a statement regarding the current conflicts, but it was determined that a high level of consultation would be required, and we don't have sufficient resources internally to offer that would be helpful to students. She noted that a statement policy should include what topics make sense for the union to be commenting on, as the focus should be on what issues are affecting the students on our campus and whether the union can help by making a statement. The President noted that regarding the timing issue, it may make sense to appoint a sub-committee at the beginning of each year who is tasked with drafting statements as needed.

Jake Levy agreed that consultation with affected groups will be a necessary part of the policy but cautioned against assigning the executives or a small sub-committee the responsibility of all statement making without consultation from the board. He noted that emergency meetings can be called if needed to have statements approved quicker.

Hana Hassan motivated that there should be a policy and a committee for making statements for better consistency, which can then be approved by the full board.

Roodiya Awosanmi acknowledged why there would be fear with assigning these decisions to the executives, as the executive team changes each year. She thinks the main concern with statements is for a biased statement to be presented and approved by the Board due to misuse of power, and motivated that the solution is to focus on improving the rules for the directors and having rules on how statements can be brought forward.

The VP External noted that she can understand wanting the Board to be involved to have greater representation than just the executive team, however she's concerned with the proposal to allow redaction of the minutes under certain circumstances in relation to if something unfair happens with statement making. She noted that the executive team is very visible on campus, and they will continue to face the brunt of backlash if that were to happen, even if it's a board decision.

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Natalie Wilkinson motivated that there should be a designated committee who determines if a statement should be made or not when an issue is brought to the Board, and if yes, what that statement should consist of, with consultation from relevant groups. She noted that there can be a lot of personal and emotional elements for members of the Board, and then conversations continue throughout multiple board meetings, and a lot of time is taken up.

In the interest of time, the PTC and the President motivated to either table the item or send the topic to a working group to further discuss.

Jake Levy proposed a working group to specifically draft a policy for the process of statement making. He motivated for having a statement making committee who consults all groups as needed, and then present it to the Board to vote on, similarly to the subcommittee that is currently formed.

Avneet Grewal agreed with previous points regarding the importance of a review of expectations for directors. She noted that the CSA represents the student voice and transparency is an important thing to keep in mind when making decisions that impact large groups of people.

Naomi Amayaevbo motivated that the executive committee is best suited to consult with affected groups, and then statements can be brought to the Board to hold a vote, and the discussion should not be held in-camera. She thinks it's important for students to know what their representative said on their behalf. She motivated for the policy to not allow board directors to bring forward their own statements.

Mason Friebe motivated that statements, if made at all, should be coming from the board level unless the Board opts to delegate statements in some cases, which could be included in the policy. He agreed with forming a working group and researching what other student unions do for statements. He suggested that a higher voting threshold of 2/3 majority could eliminate some of the controversy with statements as there would need to be more support for a statement among the Board.

The President motioned to form a working group and asked if anyone was opposed, as PBRC primarily operates by reaching consensus. There was no opposition. The following members joined the working group: the President, the PTC, Nour Kashlan, Jake Levy, Nate Broughton, Roodiya Awosanmi, and Avneet Grewal.

5.6.2 Board Meeting Minutes Guidelines

This item will be brought to a future meeting due to time constraints.

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<p>5.6.3 Rules of Order – In-Camera Proceedings This item will be brought to a future meeting due to time constraints.</p> <p>5.6.4 Organizational Policy This item will be brought to a future meeting due to time constraints.</p>
<p>4.7 New Business 5.7.1 No new business was discussed.</p>
<p>5.8 In Camera Session No in camera session was held at this meeting.</p>
<p>5.9 Adjournment 5.9.1 Adjourn Meeting adjourned at 6:54 pm</p>

Next Meeting Dates

PBRC

TBD

Upcoming WG Meeting Dates

TBD

Motion

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Item 12.10.4

Policy & Bylaw Review Committee (PBRC) Update re. Executive Courseloads

WHEREAS at the Board of Directors meeting on November 29, 2023, the Board referred the topic of Executive courseload restrictions to the Policy & Bylaw Review Committee for review; and

WHEREAS the motion stipulated for an update to be provided to the Board at the January 17, 2024 Board of Directors meeting;

BE IT RESOLVED that the verbal update provided by the President on behalf of the Policy & Bylaw Review Committee be received as information by the Board of Directors.

Moved:

Seconded:

Motion

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Item 12.10.5
SEIF Committee Fall 2023 Report

MOTION: That the Student Events and Initiatives Funding Committee Fall 2023 Report, as included in the board agenda package, be received as information;

AND FURTHER that the additional Winter 2024 SEIF deadlines as proposed in the report be approved by the Board of Directors.

Moved: Shaima Alam, President

Seconded:

Semester Report

Student Events and Initiative Funding (SEIF) Committee

Fall 2023

January 17, 2024



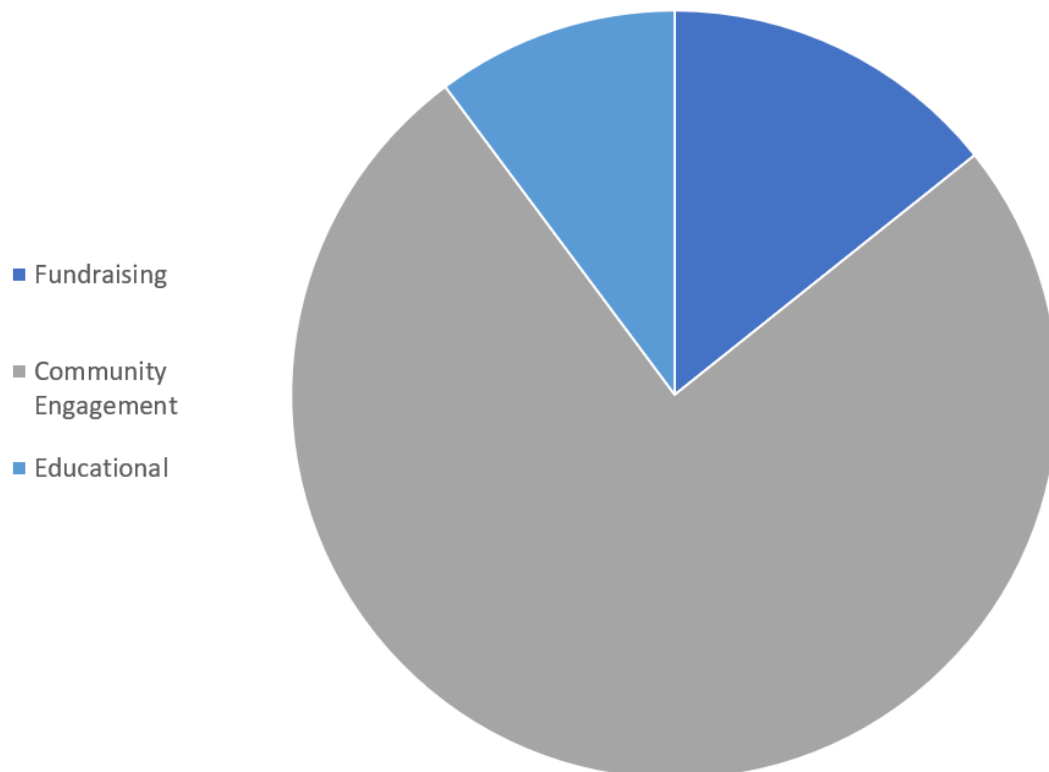
Fall 2023 Report

Committee Members: Shaima Alam (CSA President, Chair), McKenna Williams (VP Student Experience), Isha Maharaj (Staff), Daniel Spinner (Board Member), Jayden Khan (Board Member), Natalie Wilkinson (Board Member), Noam Einy (Board Member)

SEIF Applications

- Total Applications Submitted: **49**
- Number of CSA Applications: **43**
- Number individual CSA Clubs: **28**
- Number of Fundraising Events: **7**
- Number of Community Engagement Events: **37**
- Number of Educational Events: **5**

Number of Events Submitted



Semester Report

Student Events and Initiative Funding (SEIF) Committee

Fall 2023

January 17, 2024



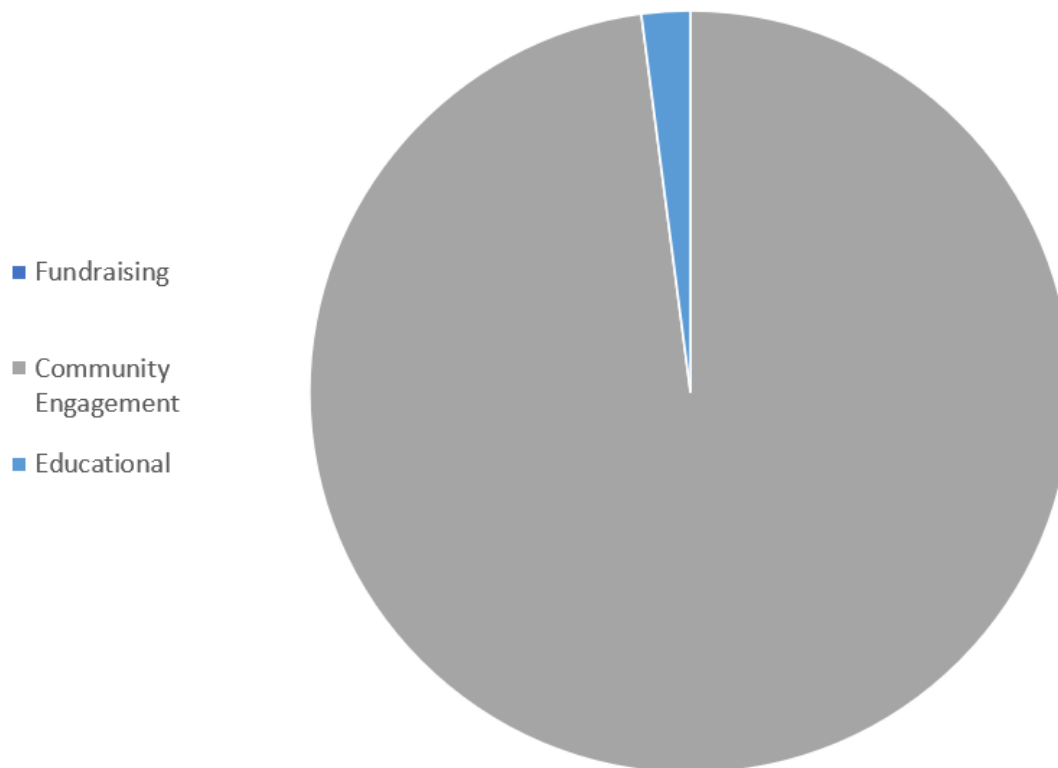
Funding Requests:

- Total requested: **\$11,950.30**
- Average requested: **\$243.88**
- Number of funding requests over \$500: **2**
- Funding requested per category:
 - Fundraising events:
 - Total: **\$1,841.00**
 - Average: **\$263.00**
 - Community Engagement Events
 - Total: **\$6,914.59**
 - Average: **\$192.07**
 - Educational Events
 - Total: **\$2,668.69**
 - Average: **\$533.74**

Funding Allocated

- Total funding granted: **\$2,280.26**
- Total funding spent: **\$2,035.61**
- Average funding granted: **\$88.50**
- Funding allocated per category:
 - Fundraising events:
 - Total: **\$0.00**
 - Average: **\$0.00**
 - Community Engagement Events
 - Total: **\$3,517.26**
 - Average: **\$125.62**
 - Educational Events
 - Total: **\$148.00**
 - Average: **\$74.00**

Funding Allocated based on Categories



Impact on student body

- Total events on campus funded by CSA: **23**
- Total Final Reports Submitted: **23**

The SEIF policy (formerly known as PDR) was revised on the Summer of 2023, this includes more specific criteria for applications, transparency on evaluation and prioritization, the changing of the name to better serve its purpose, the addition of a staff member to implement responsibilities, actionable repercussions for missing final reports and more. In addition, the SEIF process went through a large overhaul with the change in the application format and reporting structure. This includes a new online form, new budget template, clear requirements for applications, hiring a staff member to be the

Semester Report

Student Events and Initiative Funding (SEIF) Committee

Fall 2023

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point person for questions, following up, and checking for application completion between committee meetings.

This has allowed the committee meetings to go smoother and more time is spent on the allocation of funds based on specific criteria, whereas in the past, a significant amount of time was spent figuring out groups were requesting and asking for follow-ups. This had increased not only internal work, but the time it took to process applications for students' applications.

The SEIF committee has committed to enforcing the policies as outlined in CSA Policy Appendix D, Section 7.0. This includes prioritizing events run by CSA clubs and not funding fundraising events to donate to external causes. Many events were not funded as there was no application submitted to the Student Events & Risk Management (SE&RM) Committee for approval. Additionally, the clubs have been very responsive this term in getting the Final Reports in compared to the past. Lastly, the organizations whose applications were rejected and followed up, were understanding of the reasons based on the policy, and many reapplied to better fit the guidelines.

Due to the large amount of remaining funds, 3 additional deadlines have been proposed for the Winter 2024 semester, pending approval of the Board of Directors:

- January 17th at 11:59pm
- February 1st at 11:59pm
- March 6th at 11:59pm

We will also be working on how groups become aware of the funding and how groups can utilize it. The deadlines will continue to be advertised via social media and through newsletters. As the transition into the new process happened over the Fall semester, we expect a higher number of applications over the Winter semester.

Semester Report

Student Events and Initiative Funding (SEIF) Committee

Fall 2023

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Summary

CSA Budget: Grants (SEIF)	\$(10,000)
Club Balance Transfers (Defunct Clubs)	\$0
Total SEIF Awards to Date	\$2,280.26
Total SEIF Adjustments/Returned Funds	\$(244.65)
Balance of Funds Remaining in SEIF Budget	\$(7,964.39)

The committee is excited to allocate \$7,964.39 to student-led initiatives and events throughout the Winter 2024 Semester!

The SEIF Fall 2023 Report was compiled by Shaima Alam, CSA President, and Isha Maharaj, CSA Staff Member.

Motion

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Item 12.11.1

Appoint University Centre Board Undergraduate Student Representatives

WHEREAS the University Centre Board requires membership of ten undergraduate students appointed by the CSA, as well as five undergraduate students as alternate members, as per the Constitution of the University Centre Board; and

WHEREAS the University Centre Board currently has one vacancy for an alternate undergraduate student member;

BE IT RESOLVED that the following Board Director be appointed to the University Centre Board as an alternate for a term of up to two years:

[One Director]

Moved: Mckenna Williams, VP Student Experience

Seconded:

Motion

Board of Directors Meeting # 12
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Item 12.11.2
Appoint Member to Elections and Referendum Committee

WHEREAS the Elections and Referendum Committee is responsible for overseeing the operations of CSA Elections and ensuring the electoral bylaw and policy of the CSA are upheld throughout the elections;

WHEREAS CSA Policy Appendix G, Section 3.2.1 requires membership of the committee to consist of the President, Policy & Transition Coordinator, CRO, ARO, and two Directors; and

WHEREAS Member Jonah Greenhut has resigned from the committee, leaving a vacancy;

BE IT RESOLVED that the following Director be appointed to the Elections and Referendum Committee for the remainder of the 2023-2024 academic year:

[1 Director]

Moved: Shaima Alam, President
Seconded:

See following pages for Elections and Referendum Committee information.

Motion

Board of Directors Meeting # 12

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Elections and Referendum Committee

3.1 The role of the Elections and Referendum Committee shall be to oversee the operations of CSA Elections and exercise decision making power as authorized with regards to elections and referenda. The committee will ensure the electoral bylaw and policy of the CSA are upheld throughout the elections.

3.2 Membership and Meetings

3.2.1 Membership of the committee shall consist of the President, Policy & Transition Coordinator, CRO, ARO, and two Directors. If the President is a candidate in the General Elections, another Executive will be selected.

3.2.2 The committee Chair shall be the CRO. The Chair shall be responsible for scheduling committee meetings and developing the meeting agenda.

3.2.3 The committee scribe shall be the Policy & Transition Coordinator.

3.2.4 Quorum for meetings is a minimum of three members which must include at least one Director.

3.2.5 Members of the Elections and Referendum Committee cannot be members of the Elections Appeals Board or candidates in the elections. The President is permitted to act in their role with the Elections Appeals Board.

3.3 Elections Oversight

3.3.1 The Elections and Referendum Committee shall engage in the following activities regarding CSA Elections, along with other tasks as assigned by resolution of the Board of Directors:

- Approve updates to the candidate's and nomination packages before submission to the Board of Directors.
- Approve any changes to the elections schedule and extensions to the nomination period or voting period.
- Receive regular updates regarding elections operations and provide input as needed.
- Receive regular updates regarding any candidate infractions and complaints. Committee meetings may be called on short notice to make determinations on infractions or disqualifications at the discretion of the CRO.
- Consider and approve the Elections Report of the CRO before it's

Motion

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submitted to the Board of Directors as information following the elections.

- Provide feedback and recommendations following the conclusion of all elections.
- Receive and approve the updated Elections Office Manual following the conclusion of the Winter General Elections.

3.4 Referendums

3.4.1 The Elections and Referendum Committee shall engage in the following activities regarding referendum questions, along with other tasks as assigned by resolution of the Board of Directors:

- Receive all submitted referendum questions from the CSA Elections Office.
- Upon receipt of a referendum question, meet to approve the question and provide any feedback within two weeks. Must ensure the question adheres to all requirements and regulations of the university.
- Approve 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.
- Determine which fee schedule, paid to the CSA, for hosting the referendum question, is applicable to the group.

Motion

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Item 12.11.3

Appoint Teaching Excellence Award Selection Committee

WHEREAS the Teaching Excellence Award (TEA) is coordinated by the Vice President Academic, as per CSA Policy Appendix A – Executive Portfolios, Section 4.4;

WHEREAS a Selection Committee must be formed to review nominations and choose the recipient(s) of the Winter 2024 Teaching Excellence Award; and

WHEREAS CSA Policy Appendix D – CSA Committees, Section 3.8.1 states that each CSA committee shall have formal terms of reference to determine their responsibilities and expectations;

BE IT RESOLVED that the CSA Board of Directors approve the Terms of Reference for the Teaching Excellence Award Selection Committee, as included in the Board Agenda Package;

FURTHER that the following Executive member be appointed to the TEA Selection Committee:

Bawneet Singh, VP Academic

AND FURTHER that the following Board Directors be appointed to the TEA Selection Committee:

[Minimum of 3 Directors]

Moved: Bawneet Singh, VP Academic

Seconded:

Teaching Excellence Award Selection Committee

Terms of Reference

Purpose:

The Teaching Excellence Award Selection Committee (TEASC) is designed to identify and select the recipient(s) of the Teaching Excellence Award on an annual basis. The committee will evaluate and assess candidates based on the letters submitted and the criteria of the award for the categories including but not limited to; passion, mentorship, innovation, approachability, accessibility, and feedback. The goal of the selection committee is to ultimately fulfill the purpose of the award in the formal recognition of professors who have made significant contributions to teaching through their dedication, innovation, and commitment to excellence, celebrating those who have inspired and motivated students to reach their highest level of scholarship. Upon selection, the committee will forward a recommendation to the board, and conditional to approval, the CSA will present the award to the recipient(s).

Membership:

The committee membership shall include, but not be limited to:

- CSA VP Academic (Chair)
- Minimum of one additional Executive (Member), but is not required for quorum
- Minimum of three (3) Directors to be appointed

Responsibilities:

- The CSA VP Academic is to be the chair and will actively seek input from the membership while at their discretion, ensuring the nomination letters and relevant details subject for review, are provided to the membership in advance of each meeting
- If an Executive member is in attendance, they will scribe the meetings. In the event the executive member is absent, a scribe will be appointed for the meeting.
- Members are expected to actively participate in meetings in the reviewing and discussion of nomination letters, and developing recommendations in the best interest of undergraduate students upon selecting a minimum of (1), maximum of two (2) recipients for Board consideration

Structure:

- The CSA VP Academic, Chair, must be present for all meetings
- Decision-making shall be determined with a simple majority
- Meetings are to be called at the chair's discretion
- A minimum of one (1) meeting is to occur annually with the necessity of subsequent meetings determined by the CSA VP Academic, based on the nominations received for the given year

- Quorum will be the CSA VP Academic, and a minimum of two (2) Board Directors

Considerations:

Members who miss two (2) meetings without regrets will be removed from the membership. At any time, a member may resign from the committee by notifying the VP Academic.

Committee minutes will be circulated between meetings of the Teaching Excellence Award Selection Committee for member review and for approval at the next scheduled meeting.

Motion

Board of Directors Meeting # 12

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Item 12.15 Adjournment

MOTION: That the CSA Board of Directors Meeting # 12 on January 17, 2024 be adjourned at pm.

Moved:

Seconded: