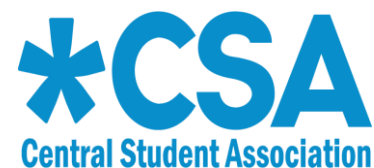


AGENDA

Board of Directors Meeting # 14

February 15, 2023 – 6:00 pm



Agenda – February 15, 2023

14.0	Call to Order	
14.1	Land Acknowledgement Member	
14.2	Adoption of the Agenda 14.2.1 Approve the Agenda 14.2.2 Declarations of Conflicts	1
14.3	Ratifications and De-Ratifications 14.3.1 Ratification of Guelph Campus Co-op Representative	2
14.4	Comments from the Chair 14.4.1 Introductions and Pronouns	
14.5	Approval of Past Minutes	
14.6	Executive Committee Minutes	
14.7	Executive Updates 14.7.1 President – February 15, 2023 14.7.2 VP Student Experience (vacant) 14.7.3 VP Academic – February 15, 2023 14.7.4 VP External – February 15, 2023	3 4 6 7
14.8	Director Reports	
14.9	CSA Service Update and Report 14.9.1 Bike Centre Service Update	9
14.10	Committee Updates and Reports 14.10.1 PBRC Meeting # 2 Minutes 14.10.2 Summary of Committee Appointments	10 14
14.11	Business 14.11.1 Canadian Federation of Students (CFS) – Ontario: Presentation 14.11.2 Student Budget Committee Presentation 14.11.3 Ratify Referendum Question: The Arboretum Student Engagement Fee 14.11.4 Notice: Policy and Bylaw Manual Language Amendments re PBRC 14.11.5 Notice: Human Resources Policy Amendments re PBRC 14.11.6 Teaching Excellence Award Selection Committee 14.11.7 Appoint University Centre (UC) Board Member 14.11.8 Appoint Members to Elections Appeals Board	16 17 18 20 21 24 27 28
14.12	New Business 14.12.1	
14.13	Announcements	
14.14	In Camera Session	
14.15	Adjournment	31

Motion

Board of Directors Meeting # 14
February 15, 2023



Item 14.2.1 (a) Approve the Agenda

MOTION: That the agenda for the CSA Board of Directors Meeting # 14 on February 15, 2023, be approved as printed and distributed.

Moved:

Seconded:

Item 14.2.1 (b) Amend the Agenda

MOTION TO AMEND: That the agenda be reordered so that **Item 14.9.1: Bike Centre Service Update** is the first item of discussion;

FURTHER that the agenda be reordered so that **Item 14.11.1: Canadian Federation of Students (CFS) – Ontario: Presentation** is the second item of discussion;

AND FURTHER that the agenda be reordered so that **Item 14.11.2: Student Budget Committee Presentation** is the third item of discussion.

Moved: Nicole Walker, President

Seconded:

Item 14.2.1 (c) Approve the Amended Agenda

AMENDED MOTION: That the agenda for the CSA Board of Directors Meeting # 14 on February 15, 2023, be approved as amended with:

- The reordering of the agenda so that **Item 14.9.1: Bike Centre Service Update** is the first item of discussion;
- The reordering of the agenda so that **Item 14.11.1: Canadian Federation of Students (CFS) – Ontario: Presentation** is the second item of discussion; and
- The reordering of the agenda so that **Item 14.11.2: Student Budget Committee Presentation** is the third item of discussion.

Motion

Board of Directors Meeting # 14
February 15, 2023



Item 14.3.1 Ratify Guelph Campus Co-Op Representative

MOTION: That **Naomi Amayaevbo** be appointed as a Student Organization Representative for the **Guelph Campus Co-Op** on the 2022-23 CSA Board of Directors, effective immediately.

Moved:

Seconded:

Item 14.7
Executive Updates

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

14.7.1	President	February 15, 2023
14.7.2	VP Student Experience (vacant)	
14.7.3	VP Academic	February 15, 2023
14.7.4	VP External	February 15, 2023

Moved:
Seconded:

Executive Update

President

February 15, 2023



Hello Board of Directors,

General Update:

I can't believe Reading Week is upon us! We have so much in progress right now and lots we still want to accomplish before the end of the year. My biggest priority right now is the CSA Winter General Elections and recruiting students for the Executive and Director Positions. I am also really excited to share that the CSA is undergoing the next phase of renovations to improve our space. Renovations will be taking place from February 16 – 24 in which we will be getting new carpet, patching up the walls, and painting our offices. The CSA Front Office access will remain open to students, so student supports will be unimpacted during this time!

Ongoing Projects:

Student Budget Committee (SBC): Mandy (Student Senate Caucus) and I co-presented the SBC Presentation to the Board of Governors Finance Committee Meeting. It was well received, and we were provided recommendations to include in our final report due in April. We will be having further meetings to discuss how to implement these recommendations, as well as discuss ways to share the presentation with the student body.

Student Affordable Housing Task Force: We had our first meeting for the Student Affordable Housing Task Force and had great attendance with 12 attendees! We have struck three sub-committees: Government Relations, Policy & Research, and Student Outreach. I am also in the process of contacting campus partners such as Off-Campus Living, Student Housing Services, Guelph Campus Co-Op, and Student Help & Advocacy Centre, to include them in the conversation. As an interim measure, a recommendation for the CSA to consider is putting out an awareness campaign for students looking for off-campus housing. In committee meetings such as Student Leader Admin Meeting and Student Executive Council, we have raised concerns about affordable housing for students.

Petitions, Delegations, and Representations (PDR): The committee was excited to meet on January 24 and award funding to 27 events/initiatives student groups are organizing! The PDR budget has additional funds due to defunct CSA clubs with outstanding funds in their club accounts. As such, there will be funding to allocate for the March 1 deadline and the PDR committee will meet on March 8 from 6 – 8 PM. On the administrative side, we are in the process of migrating the PDF form to a simplified Qualtrics form and integrating information such as CSA Promotional Services throughout the document as another avenue promote our own services to students.

Executive Update

President

February 15, 2023



CSA Staff Hiring: We are currently in the process of hiring for our Front Office Assistants (2 positions). Interviews are happening this week and we are hoping to extend a job offer by Friday. Additionally, we are planning for our Winter Hiring for next year, with staggered hiring throughout the month of March!

Student Involvement Fair: The Student Involvement Fair happened on February 1 from 11-4 PM and was a big success! We had great representation from most Primary Student Organizations, our special status groups, Student Experience, and the Experiential Learning Hub. We had 56 students sign up to hear more about opportunities to get involved with the CSA and I have since followed up with them to give them information regarding our elections, job opportunities, and SafeWalk Volunteering. Approximately 97 students visited the CSA booth and submitted an event passport, with approximately 250 students total attending the event.

Winter General Elections: The nomination period for the CSA elections is currently underway! We have had three tabling sessions so far and had our CSA Coffee Chats event in Branion Plaza on Monday, February 13. We are excited that there is so much interest in Executive and Board of Directors positions. Nominations closed at 5 PM today. Expect to receive more emails from me about CSA Ambassador Blitz Sessions and class talks materials for the voting period.

With support & positive vibes,

Nicole Walker

Executive Update

VP Academic

February 15, 2023



General Update:

Hey everyone! Last little while has been busy, SLEF applications have been taking up a decent amount of my time. Been doing a lot of tabling with the Executive as of lately; promoting our elections and information about the CSA, it's excellent to see the campus as lively as it is compared to the previous few years, and I think we're going to have a great election this year. General inquiries are still fairly frequent with both SHAC and on the academic front but it's being managed well.

Committees / Meetings:

Athletics Advisory Council (AAC):

Met with the Athletics Advisory Council, and approved the budget for the AC as was presented in the finance committee I also participated in.

Senate:

Had a chance to attend at Senate and listened to a few interesting discussions on new topics in the academic field like that of AI; the use of ChatGPT, its regulation and use as a tool in the academic realm. Seems the university is looking to promote a statement soon and develop a potential committee around the topic to both find ways to promote its use in a healthy way while structuring courses differently to hinder its potential use through things like track changes, etc. Also learned the university is working to build on the numbers for international enrolment given the financial situation with the President travelling abroad. Seems we are on less of a decline in international enrolment with respect to previous years. It's also my understanding that the VPFO is working on a housing strategy at this time.

Student Life Enhancement Fund Committee (SLEF):

SLEF is a fund for non-academic student initiatives to enrich the student experience. I am currently in the process of reviewing SLEF applications with the committee, first round has just been complete, many more to go, but it's always exciting to hear about what is to come for the year.

Student Leaders and Administration Meeting (SLAM):

Met with SLAM and had the opportunity to receive a presentation from Manny Sheehy of Student Financial Services on what SFS has done for the year and the amount of funding distributed in consideration of various factors such as grade inflation.

Executive Update

VP External

February 15, 2023



Hi folks,

General Update:

#DadJokes 😊

You shouldn't be worried about your smartphone and television collecting your data...your vacuum has been gathering dirt on you for years now!

I hope everyone is excited for their well-deserved reading week coming up and gets the opportunity to relax a little bit! It's been a little chaotic in the office since we're clearing out our offices for new carpet to be put in, this gave us the opportunity to go through a lot of old files. I personally have been getting over 30 binders worth of documents scanned as digital files instead of having a bunch of binders taking up space on shelves.

Committees:

Student Wellness Advisory Group (SWAG): I sat in on this meeting while Nicole was on holidays. We were looking at the budget for the upcoming year, where the University essentially would match an increase of 3% in funding if the student contribution also increased 3%.

Blue Triton Committee: We met on Monday the 13th where folks had a conversation about decolonizing and Indigenizing the committee as we begin to work with and support folks at Six Nations in terms of land rights and water access.

Services:

Foodbank: I wanted to highlight again, that our Coordinator is looking to collaborate on events/initiatives related to food security, nutrition, and food drives – if any of your clubs are interested, please reach out to them at foodbank@uoguelph.ca.

Bike Centre: Their first workshop in their series was successful on February 6th. I personally learned a lot about riding a bike within the City of Guelph. There will be 2 more workshops coming up, keep an eye out on their Instagram @csabikecentre. The Bike Centre staff also have been prepping for the auction coming up in March, so if anyone is in need of a more affordable option for bikes, I highly recommend looking out for the posts on the @csabikeauction Instagram account!

Miscellaneous:

Tap-in Campaign: We had our launch for the campaign yesterday in the University Centre. We are starting to recruit students who are interested in participating in this. We

Executive Update

VP External

February 15, 2023



want to promote tap water and reusable water bottles on campus, during our tabling event students will have the opportunity to enter in several giveaways for reusable water bottles!

CSA Elections Tabling: We have been tabling a lot recently to promote our elections (as you know, our nomination period closed today at 5pm). We had a lot of interest from students as well as a lot of good conversations about what students want to see from us.

Jena-Lee Ashley

Motion

Board of Directors Meeting # 14
February 15, 2023



Item 14.9.1 Bike Centre Service Update

(a) Extend Speaking Rights to Bike Centre Coordinator

WHEREAS CSA Rules of Order, Section 3.3 states that visitors can be extended speaking rights following a motion passed by the Board of Directors;

MOTION: to extend speaking rights to Paige Quinn, Bike Centre Coordinator, to present the Bike Centre Service Update.

Moved: Nicole Walker, President
Seconded:

(b) Receive the Bike Centre Service Update Presentation

MOTION: to receive the Bike Centre Service Update as presented by Paige Quinn, Bike Centre Coordinator, as information.

Moved:
Seconded:

Motion

Board of Directors Meeting # 14
February 15, 2023



Item 14.10.1
Policy & Bylaw Review Committee Minutes

MOTION: that the minutes for the following Policy & Bylaw Review Committee meeting be received as information by the CSA Board of Directors:

Agenda Item #	Meeting #	Meeting Date
14.10.1	Meeting # 2	January 10, 2023

Moved:

Seconded:

MINUTES

Policy & Bylaw Review Committee (PBRC)
Meeting # 2 – January 10, 2023 – 4pm – 5:30pm
CSA Boardroom



Attendance

Members

Colleen Bovay	Policy & Transition Coordinator	Present
Nicole Walker	President	Present
Simran Kalra	Director	Regrets
Jake Levy	Director	Present
Jacob Miller	Director	Present
Kelly Ruigrok	Director	Present
Michelle Wilk	Director	Present
Martha Yiridoe	Director	Regrets

Scribe

Colleen Bovay	Policy & Transition Coordinator
---------------	---------------------------------

2.0 Call to Order

‘Quorum shall be three ratified members, one of which must be a Director of the CSA.’

Called to order at 4:14 pm.

2.0.1 Attendance

2.0.2 Chair

Jacob Miller was selected as the Chair for this meeting.

2.0.3 Introductions

2.1 Adoption of the Agenda

2.1.1 Approve the Agenda

MINUTES

Policy & Bylaw Review Committee (PBRC)

Meeting # 2 – January 10, 2023 – 4pm – 5:30pm

CSA Boardroom



<p>Agenda approved with no additions.</p> <p>2.1.2 Declarations of Conflicts</p> <p>No conflicts were declared.</p>
<p>2.2 Ratifications and De-Ratifications</p> <p>No ratifications or de-ratifications were considered at this meeting.</p>
<p>2.3 Comments from the Chair</p> <p>Jacob welcomed the committee as the Chair selected for the meeting.</p>
<p>2.4 Approval of Past Minutes</p> <p>The Minutes were approved for the following PBRC Meetings</p> <p>2.4.1 PBRC Meeting # 11 – March 23, 2022</p> <p>2.4.2 PBRC Meeting # 1 – December 1, 2023</p>
<p>2.5 Working Group Updates and Reports</p> <p>2.5.1 Working Group Update (re. CSA members in good standing)</p> <p>The PTC and Jake Levy reviewed the discussions from the working group meeting including the suggested amendments to CSA Bylaw 1 (Organizational) regarding the definition of CSA Members in good standing. The committee concurred with the suggested amendments after small wording changes. The committee was in consensus that undergraduate students on a co-op work term should be classed as CSA Members in good standing, permitting they have paid their co-op work term fee. It was decided that this item will be provided as notice at the January 18 Board of Directors meeting, and the Bylaw Amendment will be motioned at the February 1 Board of Directors meeting.</p>
<p>2.6 Business</p> <p>2.6.1 Electoral Policy</p> <p>The PTC and the President identified that the Electoral Policy and Electoral Bylaw need a full review, due to various sections being flagged as unclear, such as the referendum and standing referendum committee sections. The committee reached consensus to form an Electoral Policy Working Group, consisting of the PTC, the President, and Michelle Wilk.</p> <p>2.6.2 Executive Portfolios</p> <p>The PTC and the President identified that the Executive Portfolios section of the policy manual also needs a full review, as some sections are out-of-date from</p>

MINUTES

Policy & Bylaw Review Committee (PBRC)

Meeting # 2 – January 10, 2023 – 4pm – 5:30pm

CSA Boardroom



the current responsibilities of Executive Members. The PTC suggested forming a Working group to complete a review, and it was decided that the PTC and the President will collaborate on this effort.

2.6.3 Director Duties

The committee discussed the listed responsibilities of CSA Directors, specifically the requirement of sitting on a minimum of one hiring committee during their term. The committee came to a consensus that this requirement could be removed, as it has less relevance to representing undergraduate students than the other duties of Directors. The committee formed a Working Group consisting of the PTC and Kelly Ruigrok to further discuss this possible amendment.

2.6.4 Language Changes

The committee reached consensus that the PTC can move forward with providing notice to the Board of Directors regarding proposed amendments in CSA policy for appropriate language changes. These changes include amending “Policy and Transition Manager” to “Policy and Transition Coordinator” as the position title has changed; and changing use of the word “Aboriginal” to “Indigenous” as the accepted terminology has changed.

2.7 New Business

2.7.1 No new business was discussed.

2.8 In Camera Session

No in camera session was held at this meeting.

2.9 Adjournment

2.9.1 Adjourn

Meeting adjourned at 5:27 pm.

Next Meeting Dates

PBRC

TBD

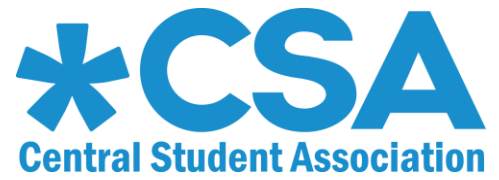
Upcoming WG Meeting Dates

TBD

Information Report

Board of Directors Meeting # 14

February 15, 2023



Item 14.10.2

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 # 14

February 15, 2023



The following Summary of Committee Appointments is provided as information:

Student Affordable Housing Taskforce

Appointed February 1, 2023

Nicole Walker, President	CSA Executive, Committee Chair
Jena-Lee Ashley	CSA Executive
Mason Friebe	CSA Executive
Isha Maharaj	CSA Director
Mauricio Fernandez	CSA Director
Michelle Wilk	CSA Director
Samantha Ogbeiwi	CSA Director
Olivia Smith	CSA Director
Jenna Scharnowski	CSA Director
Duncan McGuire	CSA Director
Jacob Miller	CSA Director
Anthony Pereira	CSA Director
Varnika Karavadi	CSA Director
Ella Odeh	CSA Director

Hiring Committee: Front Office Assistant

Appointed February 1, 2023

Michelle Wilk	CSA Director
Nicole Walker, President	CSA Executive
Kandace Blaker	CSA Staff Member

Motion

Board of Directors Meeting # 14
February 15, 2023



Item 14.11.1

Canadian Federation of Students (CFS) – Ontario: Presentation

(a) Speaking Rights: CFS Ontario Representatives

WHEREAS CSA Rules of Order, Section 3.3 states that visitors can be extended speaking rights following a motion passed by the Board of Directors;

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

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

BE IT RESOLVED that speaking rights be extended to Kayla Weiler and Moe Alqasem for a presentation regarding the Canadian Federation of Students – Ontario;

AND FURTHER to extend speaking time from 10 minutes to 20 minutes for this presentation.

b) Presentation

MOTION: That the presentation by Kayla Weiler and Moe Alqasem, regarding the Canadian Federation of Students – Ontario, be received as information.

Moved: Jena-Lee Ashley, VP External

Seconded:

Motion

Board of Directors Meeting # 14
February 15, 2023



Item 14.11.1 Student Budget Committee Presentation

(a) Extend Speaking Rights: Student Senate Caucus Co-Chair

WHEREAS CSA Rules of Order, Section 3.3 states that visitors can be extended speaking rights following a motion passed by the Board of Directors;

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

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

BE IT RESOLVED that speaking rights be extended to Mandy Wuth, Student Senate Caucus Co-Chair, for a presentation regarding the Student Budget Committee;

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

Moved: Nicole Walker, President

Seconded:

b) Presentation

MOTION: That the presentation by Nicole Walker, CSA President, and Mandy Wuth, Student Senate Caucus Co-Chair, regarding the Student Budget Committee, be received as information:

Moved:

Seconded:

Motion

Board of Directors Meeting # 14
February 15, 2023



Item 14.11.1

Ratify Referendum Question: The Arboretum Student Engagement Fee

WHEREAS CSA Policy Appendix G – Electoral, Section 6.3 states that referendum questions shall be included in the Elections period as approved by the Board of Directors;

WHEREAS CSA Policy Appendix G – Electoral, Section 10.1 states that the final ratification date for referendum questions will be the last Board meeting of the General Election nomination period; and

WHEREAS The referendum team comprised of The Arboretum and Jane Goodall's Roots & Shoots: University of Guelph Chapter was successful in collecting the appropriate number of verified petition signatures required for a referendum question to be ratified by the Board of Directors;

BE IT RESOLVED that the CSA Board of Directors ratify the referendum question from The Arboretum and Jane Goodall's Roots & Shoots, as presented in the Board Agenda Package, to be included on the ballot of the CSA Winter 2023 General Elections.

Moved: Nicole Walker, President

Seconded:

Motion

Board of Directors Meeting # 14
February 15, 2023



The Arboretum Student Engagement Fee Referendum Question Submission

Referendum Question Preamble:

The Arboretum and Jane Goodall's Roots & Shoots: University of Guelph Chapter are proposing a joint fee to be paid by undergraduate students to increase capacity and student experience in the Arboretum. The internationally accredited Arboretum, 400 acres of green space located on campus, focuses on habitat restoration, educating youth about nature, and conserving Canada's rare and endangered woody plant species. The Jane Goodall's Roots & Shoots: University of Guelph Chapter club is a recognized post-secondary chapter that aims to create engaged community leaders who understand sustainability issues and their impact on people, animals, and the environment.

The Arboretum does not currently collect any student fees. This is a new fee. The fee amount proposed is \$2.50 per semester from full-time undergraduate students and \$0.50 per 0.5 credit per semester from part-time undergraduate students.

The fee will fund a new Arboretum staff member to provide year-round, accessible, student-centred programming and services differentiated for undergraduate needs and will increase inclusive access and offerings in various formats for UofG students in the Arboretum, as well as direct engagement with UofG students to access, experience, learn from, and participate in the Arboretum.

Separate referendums will be run by the Central Student Association (CSA) and by the Graduate Student Association (GSA).

Referendum Question:

The University of Guelph Arboretum and Roots & Shoots: Guelph Chapter currently do not collect fees.

Do you support the collection of a student fee of \$2.50 per semester from full-time undergraduate students, and \$0.50 per 0.5 credit per semester from part-time undergraduate students, to expand student experience in the Arboretum and hire an employee to provide additional programming and services for students?

This fee will be collected each semester (Winter/Fall/Summer), beginning Fall 2023, and continue indefinitely, subject to increase annually per the Statistics Canada consumer price index average for Ontario. Students may not opt out of this fee.

NOTICE OF MOTION

Board of Directors Meeting # 14

February 15, 2023



Item 14.11.4

Notice: Policy and Bylaw Manual Language Amendments re PBRC

Note: Bylaw 1 - Organizational, Section 12, states that amendments to a CSA Bylaw require one Board meeting notice. Bylaw amendments require a two-thirds majority vote at a Board meeting.

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion is hereby provided at the Board meeting on February 15, 2023.

The following motion will be considered at the Board meeting on March 1, 2023.

MOTION: That the CSA Policy and Bylaw Manual be amended as follows:

- That all occurrences of the word 'Aboriginal' throughout the Policy and Bylaw Manual be deleted and replaced with the word 'Indigenous';
- That all occurrences of the job title 'Policy and Transition Manager' throughout the Policy and Bylaw Manual be deleted and replaced with the job title 'Policy and Transition Coordinator'.

NOTICE OF MOTION

Board of Directors Meeting # 14

February 15, 2023



Item 14.11.5

Notice: HR Policy Amendment re PBRC

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion is hereby provided at the Board meeting on February 15, 2023.

The following motion will be considered at the Board meeting on March 1, 2023.

MOTION: That CSA Policy Appendix C – Human Resources Policy be amended as follows:

- That Section 4.2.2 be deleted and replaced with the following wording:

The Striking of a hiring committee at the last Executive Committee Meeting prior to the close of the job posting period. The hiring committee shall consist of the Executive Supervisor, a CSA staff member (preferably the outgoing position holder or staff supervisor) and a member of the Core Staff team, to be selected by the CSA President. At the discretion of the CSA President, individuals outside CSA staff and Executive may also be appointed to the hiring committee as applicable.

- That Section 4.2.6 be deleted and replaced with the following wording:

The Hiring Committee Chair will be the Executive Supervisor of the position. In the event that the Executive Supervisor is unable to be Chair, an alternate member of the Executive will be appointed Chair at the discretion of the CSA President.

NOTICE OF MOTION

Board of Directors Meeting # 14

February 15, 2023



Appendix C – Human Resources Policy, Section 4.2

Current Wording:

4.2 The following are the minimum requirements for hiring a vacancy or new position:

4.2.1 Notification of the CSA Board of Directors at least two weeks prior to the projected hiring date.

4.2.2 The striking of a hiring committee at the last Board meeting prior to the close of the job posting period. The hiring committee shall consist of the Office Manager and/or the Policy & Transition Manager and/or at least one member of the Executive; at least one Board member (if no voluntary Board member participation is available, then another member of the Executive may sit on the committee) and a CSA staff member (preferably the outgoing position holder or staff supervisor).

If felt appropriate by a Hiring Committee Chair, individuals outside the Board, staff and Executive may also be appointed to the hiring committee. Should Board member participation become available after the hiring committee is struck, additional Board members may be appointed at the discretion of the Hiring Committee Chair.

Proposed Wording

4.2 The following are the minimum requirements for hiring a vacancy or new position:

4.2.1 Notification of the CSA Board of Directors at least two weeks prior to the projected hiring date.

4.2.2 The Striking of a hiring committee at the last Executive Committee Meeting prior to the close of the job posting period. The hiring committee shall consist of the Executive Supervisor, a CSA staff member (preferably the outgoing position holder or staff supervisor) and a member of the Core Staff team, to be selected by the CSA President. At the discretion of the CSA President, individuals outside CSA staff and Executive may also be appointed to the hiring committee as applicable.

Appendix C – Human Resources Policy, Section 4.2.6

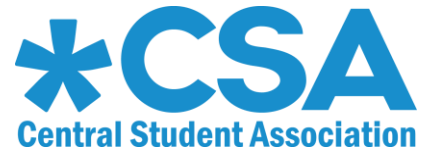
Current Wording:

4.2.6 The Hiring Committee Chair will be the Executive Supervisor of the position. In the event that this role is shared between two Executive members, they will co-chair the hiring committee. In the event that the Executive Supervisor is unable to be chair, the Office Manager or the Policy & Transition Manager will be the chair.

NOTICE OF MOTION

Board of Directors Meeting # 14

February 15, 2023



Proposed Wording:

4.2.6 The Hiring Committee Chair will be the Executive Supervisor of the position. In the event that the Executive Supervisor is unable to Chair, an alternate member of the Executive will be appointed Chair at the discretion of the CSA President.

Motion

Board of Directors Meeting # 14
February 15, 2023



Item 14.11.6

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 2023 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:

[1 Executive]

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

[Minimum of 3 Directors]

Moved: Mason Friebe, 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)
- One additional Executive, but is not required for quorum
- Minimum of three (3) Directors

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 one (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

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Item 14.11.7
Appoint Member to University Centre (UC) Board

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

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

WHEREAS there is one (1) vacancy to fill for a CSA member on the UC Board due to a resignation;

BE IT RESOLVED that the following CSA Member be appointed to the UC Board for a term including the remainder of the 2022-23 academic year, and for the 2023-24 academic year:

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Moved: Nicole Walker, President
Seconded:

Motion

Board of Directors Meeting # 14
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Item 14.11.8
Appoint Members to Elections Appeals Board

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

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

WHEREAS there are currently two vacancies on the EAB for General Members of the CSA in good standing; and

WHEREAS CSA Policy Appendix G – Electoral, Section 27.3.4 states that the membership of the EAB shall consist of no less than 40% women-identified individuals;

BE IT RESOLVED that the following CSA members be appointed to the Elections Appeals Board for the remainder of the 2022-2023 academic year:

Moved: Nicole Walker, President

Seconded:

Motion

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CSA Policy Appendix G: Electoral

27.1 Mandate of the Elections Appeals Board (EAB)

- 27.1.1 The Elections Appeals Board (EAB) will meet on an as-needed basis to preside over any appeal of a decision made by the CRO; including infractions.
- 27.1.2 Any appeals to be discussed following elections period and scheduled meetings of the EAB will be sent directly to the Board of Directors.
 - a) The President will warn the Board of Directors of the possibility of the need for emergency Board meetings to discuss appeals and infractions deemed major during elections week.
- 27.1.3 The EAB will not hear any appeals submitted more than 24 hours after the Chief Returning Officer's decision.
- 27.1.4 The decisions of the Elections Appeals Board shall be considered final and will not be subject to further review.

27.2 Formation of the Board

Membership of the Elections Appeals Board will be organized by the President and ratified by the Board of Directors no later than the first Board meeting of the Fall semester.

27.3 Membership of the Board

- 27.3.1 The Elections Appeals Board (EAB) shall consist of:
 - a) Three Directors; and
 - b) Two General Members of the CSA in good standing as per the requirements in Bylaw 1, Section 2.1.
- 27.3.2 The Board will nominate and select the Directors who will sit on EAB as per Robert's Rules and the Chair's discretion.
- 27.3.3 General Members of the CSA to sit on the Elections Appeals Board will be selected as follows:
 - a) General Members of the CSA will be informed of the volunteer opportunity through advertising via mass-mail and posters to form a volunteer pool.
 - b) All interested CSA members shall submit a 150-word statement of interest and CV to be reviewed by the Board.
 - c) The Board will select and ratify CSA General Members to be on the EAB as per Robert's Rules and the Chair's discretion

Motion

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- 27.3.4 Advertising to, and the selection process of General Members of the CSA to sit on the EAB shall take into consideration candidate equity.

A candidate who falls within a marginalized group will be selected when that candidate is of comparable qualifications to the other most qualified candidates.

Marginalized shall be defined as a person from groups that face systemic barriers to such volunteer opportunities, including but not limited to women, racialized people, aboriginal people, queer people, persons with disabilities, and international students.

- a) The membership of the EAB shall consist of no less than 40% women-identified individuals.

- 27.3.5 Membership of the EAB will be reviewed by the Chief Returning Officer and the President at the close of the nomination period for the General Elections, or as required, to ensure no conflict of interest exists among members and candidates.

27.4 Meetings of the Board

- 27.4.1 Quorum for EAB meetings shall be set at three (3) members.

- 27.4.2 The President shall not be a voting member of the EAB, however, the President shall break a tie among the voting members if required.

- 27.4.3 The EAB will establish regular meeting times prior to campaign and voting periods. The EAB will hold three (3) meetings during campaign and voting periods.

- 27.4.4 The President shall be responsible for setting meeting times and ensuring that all parties related to the appeal are made aware of meeting times, dates, and locations. The EAB shall meet proactively to be prepared to reply quickly and efficiently to appeals should they arise.

- 27.4.5 It is the responsibility of the President to inform the Board of Directors of EAB decisions.

- 27.4.6 The candidate or referendum team in question must make themselves available and be prepared should the EAB deem it necessary to ask the candidate or referendum team questions.

- a) If extenuating circumstances apply, and a candidate or referendum team cannot attend a meeting of the EAB, notification must be given to the President at least 24 hours before the time of the meeting. Otherwise, failure to appear may cause the complaint or appeal to be rendered null and void.

Motion

Board of Directors Meeting # 14

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Item 14.15 Adjournment

MOTION: That the CSA Board of Directors Meeting # 14 on February 15, 2023 be adjourned at pm.

Moved:

Seconded: