

# AGENDA

Board of Directors Meeting # 18

April 19, 2023 – 6:00 pm



## Agenda – April 19, 2023

<b>18.0</b>	<b>Call to Order</b>	
<b>18.1</b>	<b>Land Acknowledgement</b>	
<b>18.2</b>	<b>Adoption of the Agenda</b> 18.2.1 Approve the Agenda 18.2.2 Declarations of Conflicts	1
<b>18.3</b>	<b>Ratifications and De-Ratifications</b>	
<b>18.4</b>	<b>Comments from the Chair</b> 18.4.1 Introductions and Pronouns	
<b>18.5</b>	<b>Approval of Past Minutes</b>	
<b>18.6</b>	<b>Executive Committee Minutes</b> 18.6.1 Meeting # 21 – February 10, 2023 18.6.2 Meeting # 22 – February 15, 2023 18.6.3 Meeting # 23 – February 22, 2023 18.6.4 Meeting # 24 – February 27, 2023 18.6.5 Meeting # 25 – March 8, 2023	2 3 6 9 12 14
<b>18.7</b>	<b>Executive Updates</b> 18.7.1 President – April 19, 2023 18.7.2 VP Student Experience (vacant) 18.7.3 VP Academic – April 19, 2023 18.7.4 VP External – April 19, 2023	19
<b>18.8</b>	<b>Director Reports</b>	
<b>18.9</b>	<b>CSA Service Update and Report</b>	
<b>18.10</b>	<b>Committee Updates and Reports</b> 18.10.1 Hiring Committee Report: SHAC Coordinator 18.10.2 Hiring Committee Report SHAC Assistant Coordinator 18.10.3 Hiring Committee Report: SafeWalk Volunteer Coordinator 18.10.4 Hiring Committee Report: SE&RM Coordinator 18.10.5 Hiring Committee Report: Bike Centre Assistant	20 21 22 23 24
<b>18.11</b>	<b>Business</b> 18.11.1 Approve the 2023-2024 CSA Draft Budget 18.11.2 Winter 2023 Elections Report and Ratification of Results 18.11.3 University of Guelph Partnership with Navitas	25 46 55
<b>18.12</b>	<b>New Business</b> 18.12.1	
<b>18.13</b>	<b>Announcements</b>	
<b>18.14</b>	<b>In Camera Session</b>	
<b>18.15</b>	<b>Adjournment</b>	84

## **Motion**

Board of Directors Meeting # 18

April 19, 2023



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### **Item 18.2.1 (a) Approve the Agenda**

**MOTION:** that the agenda for the CSA Board of Directors Meeting # 18 on April 19, 2023, be approved as printed and distributed.

**Moved:**

**Seconded:**

### **Item 18.2.1 (b) Amend the Agenda**

**MOTION TO AMEND:**

**Moved:**

**Seconded:**

### **Item 18.2.1 (c) Approve the Amended Agenda**

**AMENDED MOTION:** that the agenda for the CSA Board of Directors Meeting # 18 on April 19, 2023, be approved as amended with:

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**Motion**

Board of Directors Meeting # 18  
April 19, 2023



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**Item 18.6**  
**Executive Committee Minutes**

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

<b>Agenda Item #</b>	<b>Meeting #</b>	<b>Meeting Date</b>
18.6.1	Meeting # 21	February 10, 2023
18.6.2	Meeting # 22	February 15, 2023
18.6.3	Meeting # 23	February 22, 2023
18.6.4	Meeting # 24	February 27, 2023
18.6.5	Meeting # 25	March 8, 2023

**Moved:**

**Seconded:**

## Minutes

Executive Committee Meeting (ECM)  
Meeting #21 – February 10, 2023 – 11:00 am  
CSA Boardroom



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**Members:** Nicole Walker (President, Chair), Mason Friebe (VP Academic, Secretary), Jena-Lee Ashley (VP External)

**Regrets:** None

**Guests:** None

**1.0 Call to Order @ 11:00 am**

**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**

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

Meeting #20 Minutes were approved.

**5.0 Executive Updates**

**5.1 President**

**5.1.1 HR/Operations Update**

Hiring is underway for the Front Office Assistant position. We have shortlisted for the position and will be interviewing next week. February All-Staff meetings will be taking place next week.

**5.1.2 Winter General Elections**

To create awareness for the CSA Elections, we have daily tabling during the nominations period staffed by CSA staff and Directors. So far, we have approximately 22 students interested in Executive and Board of Director positions.

**5.1.3 Student Involvement Fair**

The Student Involvement Fair happened on Wednesday, February 1 from 11 AM – 4 PM and was a great success. We had 250 total participants and ~50 signed up to hear more about involvement opportunities with the CSA. With the success of the event this year, Student Experience and the Student Executive Council will be running it next year!

**5.1.4 Student Budget Committee**

I co-presented the Student Budget Committee's recommendations with Mandy, the Student Senate Caucus Co-Chair on February 8 at

## Minutes

Executive Committee Meeting (ECM)  
Meeting #21 – February 10, 2023 – 11:00 am  
CSA Boardroom



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the Board of Governors Finance Committee. We had great discussion with the committee about the process for realizing the SBC's recommendations and will continue to have follow up discussions in preparation of the final report due in April.

### 5.1.5 Affordable Housing

I attended the State of the City event on behalf of the CSA on February 2, 2023, where we heard from Mayor Cam Guthrie about his plans for the future of the City of Guelph during his next four years. A big topic of discussion was affordable housing in the Guelph Community. A future area to explore is strengthening the relationship with our municipal counsellors so that the City of Guelph understands the urgency to support additional housing for students. Attending this event was informative for our inaugural Student Affordable Housing Task Force meeting.

### 5.2 ~~VP Student Experience (Vacant)~~

### 5.3 VP Academic

#### 5.3.1 Supervisory

**SHAC:** The SHAC team has been busy working on their AGM content, which is now been submitted for review. They've completed the questions for the interview questions prepared by the Ontario and will be submitting the answers via writing only.

#### 5.3.2 Committees

**SSC:** Met with Student Senate Caucus and had a chance to speak with Charlotte Yates on housing, enrolment, and other concerns that I am happy to bring to our new working group that meets this evening.

**Senate:** Met with Senate and the information was fairly similar to that provided to SSC on enrolment with the exception of the information provided noting a 1% decline in expected international enrolment compared to the previous year as of Mid-January.

#### 5.3.3 Miscellaneous

**Next Week:** Next week I'll be meeting Byron Sheldrick, the Associate VP Academic, and interim Registrar, happy to forward any concerns or questions the group may highlight this evening on housing/enrolment.

### 5.4 VP External

#### 5.4.1 Committees

## Minutes

Executive Committee Meeting (ECM)

Meeting #21 – February 10, 2023 – 11:00 am

CSA Boardroom



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**Black History Month Committee:** Our invoice has been received for the portion of the Keynote Speaker (Payton Head).

**Student Wellness Advisory Group (SWAG):** I attended SWAG as Nicole could not be there. We discussed the budget proposal, the President's Mental Health Initiative, and upcoming Wellness Education Events.

### 5.4.2 Miscellaneous

**Student Involvement Fair:** Tabled at the fair in the UC Courtyard. This gave students passing by the opportunity to talk to student leaders across the college governments, Experiential Learning, Student Experience, Interhall Council, Graduate Student Association and more.

**Elections Tabling:** Spoke with students about how they can run in the elections and helping them understand the nomination process.

**Tap-in Campaign Meeting:** Looking to run an event on World Water Day, March 22, in the UC Courtyard. Hoping to get students involved with the campaign and encourage them to drink tap water!

## 6.0 Business

There were no business items.

## 7.0 New Business

## 8.0 In Camera

There was no in camera session.

## 9.0 Adjournment @ 12:15 pm

***Next Meeting: February 15, 2023***

## Minutes

Executive Committee Meeting (ECM)  
Meeting #22 – February 15, 2023 – 9:30 am  
CSA Boardroom



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**Members:** Nicole Walker (President, Chair), Mason Friebe (VP Academic, Secretary), Jena-Lee Ashley (VP External)

**Regrets:** None

**Guests:** None

**1.0 Call to Order @ 9:30 am**

**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**

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

Meeting #21 Minutes were approved.

**5.0 Executive Updates**

**5.1 President**

**5.1.1 HR/Operations Update**

Interviews have started for the Front Office Assistant positions, and we are hoping to wrap up the hiring process by the end of this week. We have our second set of all staff meetings for the winter semester today and Thursday.

**5.1.2 Bullring**

We had our monthly Bullring Operations Meeting on Tuesday, in which we discussed the Bullring roof is in need of being replaced. The roof is currently tarped and will be replaced over the summer to ensure it does not impact sales in the Fall semester. The Bullring, as of this year moving forward, will be closed over the Winter Reading Week, as the service usage during the week is minimal and allows our fulltime staff to take their outstanding vacation. Additionally, the Bullring Lease is in the process of being updated and renewed by the University.

**5.1.3 Finance Committee**

The Finance Committee met on Monday, February 13 to continue the CSA Budget 2023-24 development process. The committee reviewed this current fiscal year's Council Budget and provided

## Minutes

Executive Committee Meeting (ECM)  
Meeting #22 – February 15, 2023 – 9:30 am  
CSA Boardroom



recommendations for changes to it. Additionally, two motions will be coming forward at the March 1 Board Meeting to increase the FoodBank Fee by CPI + 3 % and to reallocate the surplus of funds in the PDR line from the dissolved club Universities Fighting World Hunger to the FoodBank Budget in the FoodBank Donations Line.

### 5.1.4 CSA Winter General Elections

Today is the deadline for the nomination period of the elections. I am just finalizing the All-Candidates presentation using the information from the CSA Elections Bylaw, policy, and Candidate's package for the CRO/ARO to review with the Referendum Team and candidates at the All-Candidate's meeting on Thursday, February 16, 2023.

## 6.0

### 6.1 ~~VP Student Experience (Vacant)~~

### 6.2 VP Academic

#### 6.2.1 Supervisory

**SHAC:** SHAC is working with the CSA President to respond to the Ontarion's questions around housing concerns for students, which will be featured in the March edition of their newspaper. I've been reviewing and providing input on job descriptions for SHAC so the job applications can be posted on the CSA website.

#### 6.2.2 Committees

**SLEF:** I have been working on SLEF applications as I have multiple meetings coming up, and those are often fairly lengthy and require a bit of preparation in reviewing applications, but it is always great to see new initiatives receive funding.

#### 6.2.3 Miscellaneous

**Awards:** Currently prepping for multiple committees and the reviewing of applications regarding awards for students, faculty, advisors, etc. This includes our Teaching Excellence Award which is to close March 10, and I've seen a fair number of submissions thus far which is great.

### 6.3 VP External

**6.3.1 Supervisory - Bike Centre:** Still working very hard at getting bikes ready for the auction that will take place at the end of March!

#### 6.3.2 Committees

**Blue Triton Committee:** This meeting was a learning session where the committee was asked to read "Towards Braiding". The

## Minutes

Executive Committee Meeting (ECM)  
Meeting #22 – February 15, 2023 – 9:30 am  
CSA Boardroom



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committee will be working alongside and campaigning with Six Nations, this gave committee members the opportunity to learn and prepare for this collaboration.

### 6.3.3 Miscellaneous

**Tap-in Tuesday:** Tabling went really well, we started to collect signatures for petitions and volunteers.

### 7.0 Business

There were no business items.

### 8.0 New Business

### 9.0 In Camera

There was no in camera session.

### 10.0 Adjournment @ 10:30 am

***Next Meeting: February 22, 2023***

## Minutes

Executive Committee Meeting (ECM)  
Meeting #23 – February 22, 2023 – 10:00 am  
CSA Boardroom



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**Members:** Nicole Walker (President, Chair), Mason Friebe (VP Academic, Secretary), Jena-Lee Ashley (VP External)

**Regrets:** None

**Guests:** None

**1.0 Call to Order @ 10:00 am**

**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**

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

Meeting #22 Minutes were approved.

**5.0 Executive Updates**

**5.1 President**

**5.1.1 HR/Operations Update**

Front Office Assistant Hiring has concluded and have a successful candidate who will be starting after Reading Week!

**5.1.2 CSA Winter General Elections**

With the close of nominations on February 15, I was made aware that only two executive positions had candidates running in which the organization needs a minimum of three or the Board of Directors is required to appoint someone. As such, the decision was made to extend the nomination period until Friday, February 24 for any positions with no candidates (OVC & OAC Board of Directors, VP External and VP Student Experience). In the event the executive position still remains vacant, a Spring By-Election timeline is being developed.

**5.1.3 SLEF**

The SLEF subcommittee is just reviewing Fall 2022 reports and Winter 2023 applications.

**5.2 ~~VP Student Experience (Vacant)~~**

**5.3 VP Academic**

**5.3.1 Supervisory**

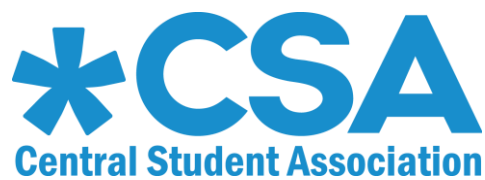


## Minutes

Executive Committee Meeting (ECM)

Meeting #23 – February 22, 2023 – 10:00 am

CSA Boardroom



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**SHAC:** SHAC is currently planning for future events and podcast opportunities, especially around relevant topics like housing/tenancy as we move into the time of year students start looking for housing in an already scarce market. We're also now moving into the hiring phase so we're looking at our schedules and hoping to plan who sits on what committee and ensure the positions are advertised.

### 5.3.2 Committees

**SLEF:** Student Life Enhancement Fund applications are still in the reviewing process.

**Awards:** I'm currently on a few award selection committees as we review candidates. These committees are actually very helpful as I plan for our own Teaching Excellence Award and working with the selection committee for that. It will be great to possibly suggest some of the things I've learned to keep it professional and add to the longevity of the award in the CSA.

**OACCTF:** Currently working with the Open Affordable Course Content Task Force while we plan for the Textbook survey to go out in March. We're drafting the language for the front page and I'm working on the newsletter content. I do also hope to promote it via social media as well, hoping we get some good feedback and information so we can leverage hopefully reduced costs / non-OER (Open Educational Resources) usage in courses.

### 5.3.3 Miscellaneous

**Associate VP Academic:** Met with Byron recently and discussed what is quickly becoming a hot topic in the academic realm of the university, that is the idea of AI (artificial intelligence) in both its potential use and regulation in academia. This is a developing situation as things rapidly change in the space, but they are working on a statement to go out to students hopefully soon.

## 5.4 VP External

**5.4.1 Supervisory - Bike Centre:** Met with Bike Centre staff to discuss some more details for the Bike Auction planning.

### 5.4.2 Committees

**Canadian Federation of Student Ontario Food Insecurity Task Force:** Student leaders from across the province met via zoom to discuss food insecurity on our campuses. The purpose of this meeting was to talk about plans for the taskforce, and beginning to

## Minutes

Executive Committee Meeting (ECM)

Meeting #23 – February 22, 2023 – 10:00 am

CSA Boardroom



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work on a food insecurity survey for the CFS-Ontario general membership.

**Town and Gown:** There was a presentation from Student Housing regarding enrolment, secondary rental market in Guelph, Student Housing on campus, and U of G demand analysis. The University has engaged external consultants to complete a demand analysis. We also discussed St. Patrick's Day and the plans in place by local stakeholders (i.e., Bylaw, Guelph Police, University, etc.).

**Tap-in Meeting:** Met again to discuss tabling opportunities as well as plan for world water day!

### 6.0 Business

There were no business items.

### 7.0 New Business

### 8.0 In Camera

There was no in camera session.

### 9.0 Adjournment @ 11:00 am

***Next Meeting: March 3, 2023***

## Minutes

Executive Committee Meeting (ECM)  
Meeting #24 – February 27, 2023 – 12:00 pm  
CSA Boardroom



**Members:** Nicole Walker (President, Chair), Jena-Lee Ashley (VP External), Mason Friebe (VP Academic, Secretary)

**Regrets:**

**Guests:** None

**1.0 Call to Order @ 12:00 pm**

**2.0 Adoption of the Agenda**

**2.1 Approve the Agenda**

The agenda was approved as presented.

**2.2 Declarations of Conflicts**

The only agenda item was the Winter General Elections 2023 Candidate List (Approval required). The CSA VP Academic declared a conflict of interest as a candidate in the upcoming elections.

**3.0 Comments from the Chair**

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

Meeting #23 Minutes were approved.

**5.0 Executive Updates**

No executive updates were provided at this meeting, as the focus of discussion was on approving the Winter General Elections 2023 Candidate List.

**6.0 Business**

**6.1 Winter 2023 General Elections Candidate List (Approval required)**

**WHEREAS:** CSA Appendix G – Electoral Policy, section 4.1.5 states: The CRO shall submit the names of all valid candidates and the offices they are seeking to the Board of Directors for ratification within seven days of the close of nominations. If the Board of Directors does not meet within seven days of the close of nomination, the Executive Committee is empowered to ratify the list of candidates; and

**WHEREAS:** The nomination period for the Winter 2023 General Elections closed on February 15 and the next scheduled meeting for the Board of Directors is March 1;

**MOTION:** The following list of candidates as provided by the Chief Returning Officer be ratified for the Winter 2023 General Elections:

- Shaima Alam – President
- Adam Ratkowski – President
- Junpyo Lee – VP Academic
- Samar Tariq – VP External

## Minutes

Executive Committee Meeting (ECM)

Meeting #24 – February 27, 2023 – 12:00 pm

CSA Boardroom



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- Mauricio Canedo Fernandez – Director Gordon S. Lang School of Business and Economics (Lang)
  - Daniel Neiterman – Director Gordon S. Lang School of Business and Economics (Lang)
  - Jacob Levy – Director College of Engineering and Physical Sciences (CEPS)
  - Mason Friebe – Director College of Social and Applied Human Sciences (CSAHS)
  - Daniel Spinner – Director College of Biological Sciences (CBS)
  - Jonah Greenhut – Director College of Arts (COA)
  - Noam Einy – Ontario Veterinary College (OVC)

The VP Academic abstained from this motion as a candidate to be ratified for the Winter 2023 General Elections.

### **Motion Carried.**

### **7.0 New Business**

### **8.0 In Camera**

There was no in camera session.

### **9.0 Adjournment @ 12:30 pm**

***Next Meeting: March 8, 2023***

## Minutes

Executive Committee Meeting (ECM)  
Meeting #25 – March 8, 2023 – 9:00 am  
CSA Boardroom



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**Members:** Nicole Walker (President, Chair), Mason Friebe (VP Academic, Secretary), Jena-Lee Ashley (VP External)

**Regrets:** None

**Guests:** None

**1.0 Call to Order @ 9:00 am**

**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**

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

Meeting #24 Minutes were approved.

**5.0 Executive Updates**

**5.1 President**

**5.1.1 HR/Operations Update**

As the Clubs Coordinator and Clubs Event Coordinator Hiring chair, we have started booking meetings for the hiring process.

**5.1.2 Committees**

**Finance Committee:** The finance committee met on March 6 and reviewed the rolling format of the CSA 2023-24 draft budget. The committee discussed the current proposed changes based on this current fiscal year budget. Additionally, the committee discussed areas of opportunity for new initiatives to be explored.

**PDR Committee:** The final application deadline for the PDR Committee passed on March 1, 2023. The PDR committee will be having its final meeting of the year this evening.

**5.1.3 CSA Winter Elections**

With voting opening on March 6, information for class talk materials was sent out to Directors. Additionally, tabling has been scheduled with CSA staff and Directors to encourage students to vote!

**5.2 VP Student Experience (Vacant)**

**5.3 VP Academic**

## Minutes

Executive Committee Meeting (ECM)  
Meeting #25 – March 8, 2023 – 9:00 am  
CSA Boardroom



### 5.3.1 Supervisory

**SHAC:** Currently really focused on hiring committees at the moment, we have a solid plan promo-wise and process-wise. Definitely excited to hear from the applicants and hopefully hire the new team members soon enough and then we'll begin to look at transition. On the podcast front, they are hoping to get Shaima from Wellness but are contacting a few other people as well. A trivia is also in the works related to housing/tenancy which I'm sure will be great as well. I know some other collaborative opportunities are also in the works, really important time for the topic of housing/tenancy so it's great to see the work the SHAC team has put in.

### 5.3.2 Committees

**TLN:** Had the pleasure of meeting with the Teaching and Learning Network, which was great. It was my first meeting but we had the opportunity to brainstorm a lot of great ideas, or at least begin what is to compile a list of initiatives on the academic front, some traditional, some novel with the introduction of AI for example and course/resource development around that for a healthier introduction to it with respect to academic integrity and general understanding. They're hoping to, over the next little while, narrow their focus to identify the scope. It's great to see the contributions from the range of departments on campus.

### 5.3.3 Miscellaneous

**TEA:** The Teaching Excellence Award does end in 2 days, things are looking great and I can't wait to read all the great things students have to say about their professors before the committee makes a decision to select a recipient. Looking forward to planning the variation of a ceremony or announcement and inviting the nominators as well.

**Library:** I met with the library and invited one of our Board members, Harsimran Kalra, to the productive discussion we had on some of their active initiatives/projects, while giving us the chance to relay student concerns. Some of the things we discussed included the side doors and there obvious prompt for students to question why it is still locked. It was mentioned a number of accessibility concerns were considered and a new entrance was developed; the side entrance I believe is an emergency exit still but subject for potential construction to remove/remodel the doors. Concerns regarding the usage of the library and the hours were

## Minutes

Executive Committee Meeting (ECM)  
Meeting #25 – March 8, 2023 – 9:00 am  
CSA Boardroom



also addressed highlighting the library's ability to monitor visitors and consideration of that and the hours to maximize usage per hour of the library, also noting concerns of staffing costs. We expressed interest in relaying these statistics to students or the public and it was mentioned that a dashboard of this information is in development as well.

### 5.4 VP External

**5.4.1 Supervisory – Bike Centre:** Met again to discuss the Bike Auction that's approaching fast.

#### 5.4.2 Committees

**Black History Month Debrief:** The committee met to talk about the feedback from event attendees, and suggestions for next year.

**Tap-in Campaign meeting:** Event for World Water Day is on. The team has been extremely helpful with preparing resources to provide students with!

#### 5.4.3 Miscellaneous

**Student Life Network Surprise Interview:** A student on our campus won the SLN Free Ride prize which is 4 years in tuition! We provided the space for the interview and surprise to take place!

**Ontario Lobby Week:** Lobby week with the CFSO went really well. I met with MPP Ted Arnott, MPP Mike Schriener, and MPP Lisa Thompson. All 3 MPPs were open to listening to us speak about issues that students are facing on campuses and how they can help support students.

## 6.0 Business

### 6.1 Striking Hiring Committees

#### **Bike Centre Assistant Hiring Committee:**

- Jena-Lee
- Paige
- Spencer or Jacob depending on availability

#### **Clubs Coordinator**

- Nicole
- Jack
- Shaima

## Minutes

Executive Committee Meeting (ECM)  
Meeting #25 – March 8, 2023 – 9:00 am  
CSA Boardroom

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### **Clubs Event Coordinator**

- Nicole
- Jack
- Nathan

### **SE&RM Coordinator**

- Jack
- Adam
- Lisa

### **SW Vol & PR Coordinator**

- Lee Anne Clarke
- Max Mancuso
- Jack Fisher

### **SHAC Coordinator**

- Jun
- Mason
- Nick

### **SHAC Asst. Coordinator**

- Jun
- Mason
- Yuha

### **Poster Runner**

- Nicole
- Mel
- Grace

### **FoodBank Coordinator**

- Jena-Lee
- Alanna
- Kandace

### **Bike Centre Coordinator**

- Lee Anne
- Paige
- Jena



## Minutes

Executive Committee Meeting (ECM)  
Meeting #25 – March 8, 2023 – 9:00 am  
CSA Boardroom



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**MOTION:** to approve that the following individuals be appointed to the hiring committees, as outlined above.

**MOTIONED:** Jena

**SECONDED:** Mason

**Motion Carried.**

### 7.0 New Business

### 8.0 In Camera

There was no in camera session.

### 9.0 Adjournment @ 10:00 am

***Next Meeting: March 13, 2023***

**Item 18.7**  
**Executive Updates**

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

18.7.1	President	April 19, 2023
18.7.2	VP Student Experience (vacant)	
18.7.3	VP Academic	April 19, 2023
18.7.4	VP External	April 19, 2023

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

## Hiring Committee Report

SHAC Coordinator

April 19, 2023



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### Item 18.10.1

#### Hiring Committee Report

Student Help and Advocacy Centre Coordinator

**Posting Date:** Monday, February 13, 2023

**Closing Date:** Wednesday, March 15, 2023

#### Hiring Committee Members:

Mason Friebe, CSA VP Academic

Junpyo Lee, SHAC Coordinator

Nick Dischiavi, SHAC Assistant Coordinator

**Number of Applicants:** 7

**Number of Interviews:** 4

**Successful Candidate:** Riya Roy

**Start Date:** TBD

**MOTION:** That the hiring of Riya Roy for the position of Student Help and Advocacy Centre Coordinator be approved, as recommended by the Hiring Committee.

**Moved:**

**Seconded:**

## Hiring Committee Report

SHAC Assistant Coordinator

April 19, 2023



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### Item 18.10.2

#### Hiring Committee Report

Student Help and Advocacy Centre (SHAC) Assistant Coordinator

**Posting Date:** Monday, February 13, 2023

**Closing Date:** Wednesday, March 22, 2023

#### Hiring Committee Members:

Mason Friebe, CSA VP Academic

Junpyo Lee, SHAC Coordinator

Yuha Khan, SHAC Assistant

**Number of Applicants:** 6

**Number of Interviews:** 2

**Successful Candidate:** Pirinda Perazhakan

**Start Date:** TBD

**MOTION:** That the hiring of Pirinda Perazhakan for the position of SHAC Assistant Coordinator be approved, as recommended by the Hiring Committee.

**Moved:**

**Seconded:**

## Hiring Committee Report

SafeWalk Volunteer Coordinator

April 19, 2023



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### Item 18.10.3

#### Hiring Committee Report

SafeWalk Volunteer Coordinator

**Posting Date:** Monday, February 13, 2023

**Closing Date:** Wednesday, March 15, 2023

#### Hiring Committee Members:

Lee Anne Clark, Business Manager and SafeWalk Supervisor

Max Mancuso, SafeWalk Volunteer and Public Relations Coordinator

Jack Fisher, Student Experience Coordinator

**Number of Applicants:** 4

**Number of Interviews:** 3

**Successful Candidate:** Avneet Grewal

**Start Date:** TBD

**MOTION:** That the hiring of Avneet Grewal for the position of SafeWalk Volunteer Coordinator be approved, as recommended by the Hiring Committee.

**Moved:**

**Seconded:**

## Hiring Committee Report

SE&RM Coordinator

April 19, 2023



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### Item 18.10.4

#### Hiring Committee Report

Student Events and Risk Management Coordinator

**Posting Date:** Monday, February 13, 2023

**Closing Date:** Wednesday, March 22, 2023

#### Hiring Committee Members:

Jack Fisher, CSA Student Experience Coordinator

Lisa Kazuahara, Student Life

Adam Zuill, SE&RM Coordinator

**Number of Applicants:** 8

**Number of Interviews:** 3

**Successful Candidate:** Anindita Ponkshe

**Start Date:** TBD

**MOTION:** That the hiring of Anindita Ponkshe for the position of Student Events and Risk Management Coordinator be approved, as recommended by the Hiring Committee.

**Moved:**

**Seconded:**

## Hiring Committee Report

Bike Centre Assistant

April 19, 2023



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### Item 18.10.5

#### Hiring Committee Report

Bike Centre Assistant

**Posting Date:** Monday, February 13, 2023

**Closing Date:** Wednesday, March 22, 2023

#### Hiring Committee Members:

Jena-Lee Ashley, CSA VP External  
Paige Quinn, CSA Bike Centre Coordinator  
Jacob Ashley, Bike Centre Assistant

**Number of Applicants:** 8

**Number of Interviews:** 1

**Successful Candidate:** Joseph Train

**Start Date:** TBD

**MOTION:** That the hiring of Joseph Train for the position of Bike Centre Assistant be approved, as recommended by the Hiring Committee.

**Moved:**

**Seconded:**

**Motion**

Board of Directors Meeting # 18  
April 19, 2023

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**Item 18.11.1**  
**Approve 2023-2024 CSA Budget**

*Notice of this motion was provided at the Board Meeting on April 3, 2023.*

**MOTION:** that the 2023-2024 CSA Budget be approved as included in the Board Package and as presented by Lee Anne Clarke, Business Manager at the April 3, 2023 board meeting.

**Moved:**

**Seconded:**



# Central Student Association

***DRAFT***

## OPERATING BUDGET 2023 – 2024

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*Reviewed by Finance Committee on March 24, 2023  
Served as Notice on March 29, 2023  
Approved by CSA Board of Directors on XXXX*

## Comments & General Overview of the 2023-2024 Budget

The 2023-2024 budget was set in consultation with the CSA Finance Committee and has been reviewed by the President, members of the Executive Committee, and assigned budget holders. On March 24, 2023, the Finance Committee reviewed and recommended forward the proposed budget for presentation to, and approval by, the CSA Board of Directors.

The CSA's operating budget is divided into 15 portfolios: each an area of concentration with an assigned budget holder responsible for overseeing expenses and managing the finances. The President is to be knowledgeable of all aspects of the budget, day to day finances and at all times, to take into consideration the long-term financial sustainability of the CSA as a not-for-profit organization. Portfolios are expected to be spent out during the fiscal year (May 1 to April 30). Any net revenue remaining at year end from operations funded by CSA membership fees is transferred into the CSA's Accumulated Surplus. A portion of the surplus is internally restricted to ensure our long term financial viability. However, the balance remaining is available for special projects and initiatives that better provide service to students.

Funds received from the FoodBank, SafeWalk and Media/Entertainment fees have been proportionately allocated per the original referendum questions. Any net revenue at year end from these portfolios or any other budget line funded from these fees, is transferred to dedicated reserve accounts for future use.

The CSA student fee increases annually by the Consumer Price Index (CPI) for Ontario as announced by the University administration in January of every year; the CPI increase for 2023-2024 is 6.8%. CSA fees for full-time undergraduate students will increase from \$20.48 to \$21.87. Similarly, the part time undergraduate fee will increase from \$6.41 to \$6.85. Enrollment is not expected to increase beyond last year's unexpected increase. Total revenue from CSA membership fees is anticipated at \$915,000 for 2023-2024.

The CSA's budget is also dependent on revenue from 'other' sources to fund our operations. This revenue stream has been erratic since January 2019, however, with the detrimental impact of the Student Choice Initiative and COVID-19 behind us, non-student fee revenue is recovering and much more stable.

For the second year in a row, our budget is well funded, forward looking, and driven by the [CSA Mandate and Indicators of Success](#). The 2023-2024 budget continues to provide the financial opportunity to reset our presence on campus and be central to the needs of students. This budget provides funds to increase our ability to engage and promote the CSA, support operational excellence, increase programming, meet our legislative requirements, provide valuable and relevant services, and create rewarding employment and volunteer opportunities for students.

**The significant variances to our budget when comparing year over year are as a direct result of an unanticipated increase in revenue and wage savings from vacancies.**

## STUDENT FEE & REVENUE SUMMARY 2023-2024

PORTFOLIO	CSA Fees	Entertain Fees	Other Revenue	Budget Total
Academic	\$ 48,000.00	\$ -	\$ 3,500.00	\$ 51,500.00
Administration	\$ 446,280.00	\$ 18,500.00	\$ 200,820.00	\$ 665,600.00
Bullring	\$ -	\$ 15,000.00	\$ 596,000.00	\$ 611,000.00
Council	\$ 99,950.00	\$ 7,760.00	\$ -	\$ 107,710.00
External	\$ 48,640.00	\$ -	\$ -	\$ 48,640.00
Films	\$ -	\$ -	\$ -	\$ -
FoodBank	\$ -	\$ -	\$ 179,900.00	\$ 179,900.00
Live Entertainment	\$ -	\$ 82,870.00	\$ 40,000.00	\$ 122,870.00
Programmer	\$ 54,700.00	\$ -	\$ 20,000.00	\$ 74,700.00
Promotion Service	\$ 48,100.00	\$ -	\$ 17,300.00	\$ 65,400.00
Student Experience	\$ 57,080.00	\$ 17,620.00	\$ -	\$ 74,700.00
<b>Service Programme Summary</b>				<i>(see below)</i>
Bike Centre	\$ 55,800.00	\$ -	\$ 4,250.00	\$ 60,050.00
Clubs	\$ 32,650.00	\$ -	\$ -	\$ 32,650.00
SafeWalk	\$ -	\$ -	\$ 36,100.00	\$ 36,100.00
Student Help & Advocacy Centre	\$ 23,800.00	\$ -	\$ -	\$ 23,800.00
<b>TOTAL PROPOSED BUDGET</b>	<b>\$ 915,000.00</b>	<b>\$ 141,750.00</b>	<b>\$ 1,097,870.00</b>	<b>\$ 2,154,620.00</b>
<b>TOTAL ANTICIPATED FEES</b>	<b>\$ 915,000.00</b>	<b>\$ 141,750.00</b>		
<i>TOTAL PREVIOUS BUDGET 2022-23</i>	<i>\$ 785,000.00</i>	<i>\$ 78,625.00</i>	<i>\$ 962,165.00</i>	<i>\$ 1,825,790.00</i>

<b>RESTRICTED FEES</b>	Actual	Receivable	Anticipated	Fees/Surplus
Not part of CSA Operating Budget	YTD Feb 28/23	(Payable)	23-24 Fees/Rev	Revenue 23-24
<b>Affordable Housing</b>	\$ 216,703.35	\$ -	\$ -	\$ 216,703.35
<b>Bus Pass</b>	\$ -	\$ -	\$ 6,136,900.00	\$ 6,136,900.00
<b>Late Night Bus Pass</b>	\$ -	\$ -	\$ 454,960.00	\$ 454,960.00
<b>Late Night Service Reserve</b>	\$ 133,663.37	\$ 28,000.00	\$ -	\$ 161,663.37
<b>Cannon - CSA Portion of Surplus</b>	\$ 63,083.00	\$ (5,000.00)	\$ -	\$ 58,083.00
<b>Dental Plan</b>		\$ -	\$ 2,501,000.00	\$ 2,501,000.00
<b>Dental Plan Reserve</b>	\$ 808,770.81	\$ (41,300.00)	\$ (139,800.00)	\$ 627,670.81
<b>Entertainment Fee Reserve</b>	\$ 224,816.00	\$ (31,000.00)	\$ -	\$ 193,816.00
<b>FoodBank Reserve</b>	\$ 64,359.76	\$ 45,000.00		\$ 109,359.76
<b>Health Plan</b>	\$ -	\$ -	\$ 4,861,080.00	\$ 4,861,080.00
<b>Health Plan Reserve</b>	\$ 644,346.54	\$ (234,920.00)	\$ (62,350.00)	\$ 347,076.54
<b>Menstrual Hygiene Products</b>	\$ 83,338.76	\$ 33,000.00	\$ -	\$ 116,338.76
<b>SafeWalk Reserve</b>	\$ -	\$ 7,000.00		\$ 7,000.00

## ENTERTAINMENT / MEDIA FEE

\*\* Media Fee is split between CSA 60%, CFRU 20%, Ontario 20%

Distribution		2022-2023			2023-2024	
		Fee Charged Per Student	37500/18500		Fee Charged Per Student	38000
			~Total 3 Semesters			~Total 3 Semesters
CFRU - Media	20%	\$ 1.42	\$ 53,250.00	} CSA = \$3.77	\$ 1.52	\$ 57,760.00
Ontarion - Media	20%	\$ 1.42	\$ 53,250.00		\$ 1.52	\$ 57,760.00
CSA - Concerts/Speakers	40%	\$ 2.83	\$ 52,355.00		\$ 3.01	\$ 112,870.00
CSA - Films	10%	\$ 0.71	\$ 13,135.00		\$ -	\$ -
CSA - Cross Campus Events	10%	\$ 0.71	\$ 13,135.00		\$ 0.76	\$ 28,880.00
<b>TOTALS</b>	<b>100%</b>	<b>\$ 7.09</b>	<b>\$ 78,625.00</b>		<b>\$ 6.81</b>	<b>\$ 141,750.00</b>

## Entertainment Fee (ENT)

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
<b>CONCERTS</b>					
Live Ent - Concerts	\$ 22,500.00	\$ -	\$ -	\$ -	\$ 75,870.00
Live Ent - Free Concerts	\$ 18,250.00	\$ 85,000.00	\$ 75,000.00	\$ 22,000.00	\$ 5,000.00
Live Ent - Speakers	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 2,000.00
Bullring Entertainment	\$ 10,500.00	\$ -	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00
Coordination Expenses	\$ 11,250.00	\$ 15,000.00	\$ 15,000.00	\$ 7,500.00	\$ 15,000.00
TOTAL	<b>\$ 72,500.00</b>	<b>\$ 100,000.00</b>	<b>\$ 102,000.00</b>	<b>\$ 44,500.00</b>	<b>\$ 112,870.00</b>
ENTERTAINMENT FEE	\$ 72,610.00	\$ 100,068.00	\$ 102,375.00	\$ 3.01	\$ 112,870.00
<i>Over (Under)</i>	\$ (110.00)	\$ (68.00)	\$ (375.00)	\$ 44,496.99	\$ -
<b>FILMS</b>					
Free Film Series	\$ 7,850.00	\$ 21,200.00	\$ 22,000.00	\$ 11,360.00	\$ -
Film Cost Subsidy	\$ 7,850.00	\$ -	\$ -	\$ -	\$ -
Coordination Expenses	\$ 2,400.00	\$ 3,500.00	\$ 3,500.00	\$ 1,750.00	\$ -
TOTAL	<b>\$ 18,100.00</b>	<b>\$ 24,700.00</b>	<b>\$ 25,500.00</b>	<b>\$ 13,110.00</b>	<b>\$ -</b>
ENTERTAINMENT FEE	\$ 18,084.00	\$ 24,924.00	\$ 25,500.00	\$ -	\$ -
<i>Over (Under)</i>	\$ 16.00	\$ (224.00)	\$ -	\$ 13,110.00	\$ -
<b>CAMPUS WIDE EVENTS</b>					
College Royal	\$ 6,750.00	\$ 6,892.00	\$ 7,020.00	\$ 7,265.00	\$ 7,760.00
O-Week Programming (Student Experience)	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 12,000.00	\$ 13,000.00
Programming (Student Experience)		\$ 6,500.00	\$ 7,000.00	\$ -	\$ 4,620.00
Coordination Expenses	\$ 3,350.00	\$ 3,500.00	\$ 3,500.00	\$ 1,750.00	\$ 3,500.00
TOTAL	<b>\$ 18,100.00</b>	<b>\$ 24,892.00</b>	<b>\$ 25,520.00</b>	<b>\$ 21,015.00</b>	<b>\$ 28,880.00</b>
ENTERTAINMENT FEE	\$ 18,084.00	\$ 24,924.00	\$ 25,500.00	\$ 0.76	\$ 28,880.00
<i>Over (Under)</i>	\$ 16.00	\$ (32.00)	\$ 20.00	\$ 21,014.24	\$ -
<b>ACCUMULATED TOTALS</b>					
Budget Total	<b>\$ 108,700.00</b>	<b>\$ 149,592.00</b>	<b>\$ 153,020.00</b>	<b>\$ 78,625.00</b>	<b>\$ 141,750.00</b>
Anticipated ENT Fee Total	<b>\$ 108,700.00</b>	<b>\$ 150,000.00</b>	<b>\$ 153,375.00</b>	<b>\$ 6.81</b>	<b>\$ 141,750.00</b>
<i>(Remaining to Spend)</i>	<b>\$ -</b>	<b>\$ (408.00)</b>	<b>\$ (355.00)</b>	<b>\$ 78,618.19</b>	<b>\$ -</b>

**Note:** Coordination Expenses generally total \$22,000.00 and are recorded as revenue in the Administration Budget. In 2022-2023, the CSA's portion of the fee was suspended in the Summer and Fall semesters to draw down our substantial reserve. As such, Coordination Expenses were reduced by 50% to \$11,000. In 2023-24, the Films portion of the fee is suspended, thereby reducing Coordination Expenses by \$3,500.

Prepared March 2023

LAC

## ACADEMIC: Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
<b>Revenue</b>				
24100	CSA Student Fees	46,000	46,000	48,000
24120	Student Health Plan Reserve Support - Memorial	-	4,000	3,000
24140	Bullring Promotional Support - Artwork	500	500	500
	<b>TOTAL REVENUE</b>	<b>46,500</b>	<b>50,500</b>	<b>51,500</b>
<b>Expenditure</b>				
24200	Salaries (Includes 3% RSP/Educ)	32,036	39,240	40,110
24220	Employee Benefits	3,234	5,110	6,285
24450	Academic Campaigns	-	350	350
24451	Student Artwork @ Bullring	550	1,000	1,100
24452	Student Memorial Tree Service	4,089	4,000	3,000
24453	Teaching Excellence Award	195	400	400
24600	Advertising & Promotion	-	150	100
24800	Supplies	-	150	100
24870	Photocopying	3	100	55
	<b>TOTAL EXPENSES</b>	<b>40,107</b>	<b>50,500</b>	<b>51,500</b>
	<b>Under (Over) Budget</b>	<b>6,393</b>	<b>-</b>	<b>-</b>

**Notes:**

**24120/24452** The total cost of the Student Memorial Tree Service is paid through the Student Health Plan Reserve. The reserve is managed by the Student Health & Dental Plan Committee. The VP Academic must submit a final report with all budget information to the committee before funds are released. Costs include annual tree maintenance in the UofG Arboretum (\$1,000 per year), memorial plaque, reception, programme, and musician.

Prepared March 2023

MF/LAC

Finance Committee

## ADMINISTRATION (President): Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
<b>Revenue</b>				
82100	CSA Student Fees	505,963	444,500	446,280
82101	Entertainment Student Fee <i>(General Coordination)</i>	8,026	11,000	18,500
82200	Dental Plan - Admin Fee	-	18,000	18,000
82300	Health Plan - Admin Fee	-	28,500	28,500
82600	Other Income <i>(Admin Fees BR, MHI, SW, Cannon, misc)</i>	22,694	51,625	49,050
82620	Pro Ink - Net	27	325	120
82700	UCS - ROI (Digital Signs & Photo Arts Space)	-	11,250	11,250
82870	Black & White Photocopy Income	987	500	1,400
82875	Colour Photocopy Income	2,539	1,500	3,500
82910	Bus Pass - Net	23,200	40,000	44,000
82920	Interest Earned	28,842	12,300	45,000
	<b>TOTAL REVENUE</b>	<b>592,278</b>	<b>619,500</b>	<b>665,600</b>
<b>Expenditure</b>				
83200	Salaries/Wages <i>(includes RSP benefit)</i>	239,010	406,800	390,000
83210	Student Risk Management	3,803	570	600
83220	Employee Benefits	21,640	42,500	44,000
83380	Professional Fees <i>(Audit/Legal/HR)</i>	18,502	44,000	45,000
83390	Travel <i>(Business Office mileage, guest parking)</i>	65	330	300
83440	Temporary Wages	1,462	3,500	2,000
83500	Staff Appreciation <i>(incls coffee/water, mtg food, year end)</i>	2,737	3,000	4,000
83501	Staff Training (incls WSIB) & Transition	-	3,300	1,800
83550	Purchase of Equipment	13,319	14,000	10,000
83600	Advertising & Promotion	7,392	10,000	10,000
83610	Promotional Swag	2,835	5,000	5,000
83660	Software/Licensing/CCS Managed Desktops	3,439	16,000	16,000
83700	University Services <i>(lock/keys/minor repairs)</i>	770	3,000	3,000
83701	Leasehold Improvements	143,000	18,000	81,200
83800	Office Supplies <i>(includes postage chrgs)</i>	6,402	9,000	8,700
83820	Telephone and Internet <i>(all lines)</i>	9,123	11,800	11,800
83850	Maintenance & Repair	270	700	1,500
83870	Photocopier Expense	12,798	13,000	14,000
83900	Bank Charges	1,320	1,600	1,700
83930	Insurance	14,562	13,400	15,000
	<b>TOTAL EXPENSES</b>	<b>502,449</b>	<b>619,500</b>	<b>665,600</b>
	<b>Under (Over) Budget</b>	<b>89,829</b>	<b>-</b>	<b>-</b>

**Wages Include**

83200 President, Office Manager, Policy & Transition Coordinator, Business Manager  
 FT Bookkeeper, PT Bookkeeper, FT HR Coordinator, PT Front Office Assistants (3) F/W

Prepared March 2023

NW/LAC

Finance Committee

## BULLRING: Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
<b>Revenue</b>				
92100	CSA Student Fees	-	-	-
92101	Entertainment Student Fee *(net zero, see #93400)	5,736	15,000	15,000
92425	Beverage Sales - Gross Margin	77,259	80,000	96,000
92465	Food Sales - Gross Margin	379,843	473,000	490,000
92490	Miscellaneous Income (less register/over)	6,829	11,500	10,000
	<b>TOTAL REVENUE</b>	<b>469,667</b>	<b>579,500</b>	<b>611,000</b>
<b>Expenditure</b>				
93200	Managerial Salaries (incls 10% RSP benefit)	96,190	117,720	162,800
93210	Hourly Wages	177,991	255,600	209,500
93220	Managerial Benefits	10,164	13,430	17,700
93225	Hourly Staff Benefits	13,075	21,230	15,800
93250	Staff Safety Training	634	1,000	1,000
93280	Staff Appreciation/Uniform (FixedTerm)	1,885	2,000	2,400
93380	Administrative Fee to CSA Operating	22,600	45,200	45,870
93390	Travel/Mileage	30	200	200
93400	Entertainment Costs *	5,736	15,000	15,000
93550	Purchase of Equipment/Furniture	4,567	5,500	6,000
93560	Lease of Equipment	1,190	1,500	4,500
93580	Maintenance of Equipment	2,276	3,500	3,000
93590	Maintenance of Front House	374	1,500	1,200
93600	Advertising & Promotion	5,581	4,000	4,000
93660	Memberships & Licenses	1,069	1,050	1,500
93700	University Services	400	1,000	1,000
93720	University Space Costs	14,287	15,830	17,500
93730	Express Card Commission/LCR Rental	32,065	36,200	44,000
93735	Debit Machine Commission/Rental	6,030	6,550	7,800
93800	Supplies (incls replacement flatware)	28,858	15,000	33,000
93810	Janitorial Supplies	2,276	2,800	2,800
93815	Janitorial Services	4,944	7,000	7,000
93870	Photocopying	13	90	30
93930	Insurance	7,270	6,600	7,400
	<b>TOTAL EXPENSES</b>	<b>439,505</b>	<b>579,500</b>	<b>611,000</b>
	<b>Under (Over) Budget</b>	<b>30,162</b>	<b>-</b>	<b>-</b>

## COUNCIL: Budget 2023-2024

Account No.	Account Name	YTD Jan 31/23	BUDGET 22-23	BUDGET 23-24
<b>Revenue</b>				
22100	CSA Student Fees	64,100	64,100	99,950
22101	Entertainment Fee <i>(see below *)</i>	7,265	7,265	7,760
<b>TOTAL REVENUE</b>		<b>71,365</b>	<b>71,365</b>	<b>107,710</b>
<b>Expenditure</b>				
PDR Committee Motion Required				
23200	Grants - Fall & Winter	1,720	10,000	10,000
CSA Executive Motion Required				
23390	Travel & Conferences: CSA Staff	-	1,000	1,000
23391	Travel & Conference: CFS/CFS-O	1,541	1,500	1,700
23392	Travel & Conference: Student Leadership	-	500	500
23510	Executive Visioning/Training /Transition <i>50/50 split</i>	89	1,500	1,000
23515	Executive Discretionary Fund	-	2,000	1,000
President				
23225	Grants - CSA FoodBank Support	7,500	7,500	8,000
23228	Grants - College Royal * <i>(Entertainment Fee Funding)</i>	7,265	7,265	7,760
23300	Elections	6,423	11,500	21,000
23440	Honoraria (Chair/Scribe)	2,737	5,500	5,500
23500	Board Training & Appreciation	3,012	9,000	10,000
23560	Residence Room Stuffer	28,114	7,200	30,000
23750	General Members Meeting (Fall & Winter)	700	6,200	10,000
23800	Supplies	2	500	200
23870	Photocopying	-	200	50
<b>TOTAL EXPENSES</b>		<b>59,103</b>	<b>71,365</b>	<b>107,710</b>
<b>Under (Over) Budget</b>		<b>12,262</b>	<b>-</b>	<b>-</b>

**Note:** \* Accounts are linked through the Entertainment Fees (College Royal grant is subject to COLA)

Prepared March 2023  
 NW/LAC  
 Finance Committee



## EXTERNAL: Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
<b>Revenue</b>				
25100	CSA Student Fees	47,450	47,450	48,640
	<b>TOTAL REVENUE</b>	<b>47,450</b>	<b>47,450</b>	<b>48,640</b>
<b>Expenditure</b>				
25200	Salaries <i>(incl 3% Education/RSP)</i>	31,744	39,240	40,110
25220	Employee Benefits	4,161	5,110	6,285
25450	Campaigns & Solidarity Events	512	2,400	1,800
25600	Advertising & Promotion	-	400	200
25660	Memberships & Subscriptions	-	50	50
25800	Supplies	22	150	100
25870	Photocopying	49	100	95
	<b>TOTAL EXPENSES</b>	<b>36,488</b>	<b>47,450</b>	<b>48,640</b>
	<b>Under (Over) Budget</b>	<b>10,962</b>	-	-

Prepared March 2023

JA/LAC

Finance Committee

## FILMS: Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
				<i>Fee Suspended</i>
<b>Revenue</b>				
42101	Entertainment Student Fees	11,360	11,360	-
42400	Door Receipts/Misc Revenue	-	-	-
	<b>TOTAL REVENUE</b>	<b>11,360</b>	<b>11,360</b>	<b>-</b>
<b>Expenditure</b>				
43210	Temporary Wages	-		
43400	Film Rental	1,894	11,000	
43550	Purchase of Equipment/Upgrades	-		
43600	Advertising & Promotion	-	300	
43660	Memberships/Domain renewal	-	30	
43800	Supplies	-		
43840	Freight & Shipping	-		
43850	Maintenance of Film Equipment	-		
43870	Photocopying	-	30	
	<b>TOTAL EXPENSES</b>	<b>1,894</b>	<b>11,360</b>	<b>-</b>
	<b>Under (Over) Budget</b>	<b>9,466</b>	<b>-</b>	<b>-</b>

Prepared March 2023

NW/LAC

Finance Committee

<b>FOODBANK: Budget 2023-2024</b>				
<b>Account No.</b>	<b>Account Name</b>	<b>YTD Feb 28/23</b>	<b>BUDGET 22-23</b>	<b>BUDGET 23-24</b>
<b>Revenue</b>				
28100	FB Student Fees: Undergraduate	125,935	119,000	138,000
28120	Solicitations	3,053	8,900	5,000
28130	FB Student Fees: Graduate	13,408	20,000	21,400
28135	CSA Support	7,500	7,500	8,000
28136	GSA Support	-	-	7,500
28140	Bullring Support for Cooking Classes	-	500	-
	<b>TOTAL REVENUE</b>	<b>149,896</b>	<b>155,900</b>	<b>179,900</b>
<b>Expenditure</b>				
28210	Co-ordinators Wages	38,143	51,047	54,340
28220	Employee Benefits	3,723	4,890	6,920
28390	Transportation Costs	-	200	200
28450	Cooking Classes	-	500	400
28451	Garden Supplies (In & Out)	197	340	400
28500	Volunteer Appreciation	-	400	200
28501	Staff or Volunteer Training	30	220	220
28510	Compassionate Fund	200	200	300
28540	Food Acquisition	84,904	95,000	114,500
28600	Advertising	4	300	150
28700	University Services	-	250	250
28800	Supplies	1,200	2,500	2,000
28870	Photocopying	-	53	20
	<b>TOTAL EXPENSES</b>	<b>128,401</b>	<b>155,900</b>	<b>179,900</b>
	<b>Under (Over) Budget</b>	<b>21,495</b>	<b>-</b>	<b>-</b>

<b>Staff</b>	FoodBank Coordinator - FT (includes 3% RSP/ESP)	35 hrs/wk		\$	38,545.00
	Assistant - May 8 - April 19, 2024	S 7 hrs, FW 12 hrs/wk	~ 539 Hours	\$	9,477.00
	Assistant - Sept 5 - April 19, 2024	12 hrs/wk	~ 360 Hours	\$	6,318.00
				<b>\$</b>	<b>54,340.00</b>

Prepared March 2023

AW/JA/LAC

Finance Committee

## LIVE ENTERTAINMENT: Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
			<i>F'22 Fee Suspended</i>	
<b>Revenue</b>				
32101	Entertainment Student Fees	22,000	22,000	82,870
32400	Tickets / Sales	-	-	33,000
32500	Partnership Support	-	-	-
	<b>TOTAL REVENUE</b>	<b>22,000</b>	<b>22,000</b>	<b>115,870</b>
<b>Expenditure</b>				
33210	Temporary Wages	-	-	-
33400	Performer Fees	28,703	12,000	82,200
33410	Performer Rider	-	1,000	3,000
33420	Setup & Sound/Streaming	17,813	7,000	17,000
33500	Partnership Expenses	-	-	-
33550	Purchase of Equipment/Sound/Staging	918	-	-
33600	Advertising & Promotion	35	600	1,000
33700	Facility Costs	1,080	1,000	5,000
33720	Free Concert Programming	-	-	5,000
33730	Community Concert Programming - Net	-	-	-
33740	Speakers	1,000	-	2,000
33800	Supplies	916	300	600
33870	Photocopying	6	100	70
	<b>TOTAL EXPENSES</b>	<b>50,471</b>	<b>22,000</b>	<b>115,870</b>
	<b>Under (Over) Budget</b>	<b>(28,471)</b>	<b>-</b>	<b>-</b>

Prepared March 2023

NW/LAC

Finance Committee

## PROGRAMMER (Gen Entertainment): Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 22-23
			<i>Student Experience</i>	<i>Student Experience</i>
<b>Revenue</b>			<i>Coordinator 6 mths</i>	<i>Coordinator</i>
72100	CSA Student Fees	5,500	5,500	54,700
72600	Imaginus Sales - Net	10,702	19,000	20,000
	<b>TOTAL REVENUE</b>	<b>16,202</b>	<b>24,500</b>	<b>74,700</b>
<b>Expenditure</b>				
73200	Salary/Wages	47,322	21,700	66,950
73220	Employee Benefits	4,931	2,500	7,450
73800	Supplies	9	300	300
	<b>TOTAL EXPENSES</b>	<b>52,262</b>	<b>24,500</b>	<b>74,700</b>
	<b>Under (Over) Budget</b>	<b>(36,060)</b>	-	-

Prepared March 2023

JF/NWLAC

Finance Committee

## PROMOTIONAL SERVICES: Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
<b>Revenue</b>				
52100	CSA Student Fees	47,600	47,600	48,100
52300	Graphic Design & Service	338	1,000	1,000
52400	Postering - Net	2,437	6,500	6,500
52500	Large Format Service - Net	3,292	5,000	5,000
52600	Button Maker & Miscellaneous - Net	744	215	800
52700	Space Rentals - Kiosk & UC Banner	2,140	4,000	4,000
<b>TOTAL REVENUE</b>		<b>56,551</b>	<b>64,315</b>	<b>65,400</b>
<b>Expenditure</b>				
53200	Wages - Promotional Services Coordinator	37,359	48,410	49,440
53210	Wages - Poster Runners	2,627	5,540	5,600
53220	Benefits - Promotional Services Coordinator	3,864	5,240	6,152
53225	Benefits - Poster Runners	170	225	238
53600	Advertising & Promotion	251	600	600
53660	Memberships & Subscriptions	365	300	370
53800	Supplies <i>(including poster stands, sandwich boards)</i>	3,656	4,000	3,000
53870	Photocopying	-	-	-
<b>TOTAL EXPENSES</b>		<b>48,292</b>	<b>64,315</b>	<b>65,400</b>
<b>Under (Over) Budget</b>		<b>8,259</b>	<b>-</b>	<b>-</b>

Prepared March 2023

NW/LAC

Finance Committee

## STUDENT EXPERIENCE: Budget 2023-2024

Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
<b>Revenue</b>				
27100	CSA Student Fees	30,500	30,500	57,080
27101	Entertainment Fee: Cross Campus Orientation	12,000	12,000	17,620
<b>TOTAL REVENUE</b>		<b>42,500</b>	<b>42,500</b>	<b>74,700</b>
<b>Expenditure</b>				
27200	Salaries <i>(Includes 3% Education/RSP)</i>	-	19,280	40,110
27220	Employee Benefits	-	2,640	6,285
27450	Orientation Week & Cross Campus Events	12,309	12,000	17,620
27453	Summer Programming	-	800	800
27454	Fall Programming <i>(includes Stressbusters)</i>	1,660	2,500	3,500
27455	Winter Programming <i>(Includes Stressbusters &amp; Last Toast)</i>	990	4,500	5,500
27600	Advertising & Promotion	-	530	600
27800	Supplies	-	150	125
27870	Photocopying	130	100	160
<b>TOTAL EXPENSES</b>		<b>15,089</b>	<b>42,500</b>	<b>74,700</b>
<b>Under (Over) Budget</b>		<b>27,411</b>	<b>-</b>	<b>-</b>

Prepared March 2023

NW/JF/LAC

Finance Committee

<b>SERVICE PROGRAMMES: Budgeted Allocation of Funding</b>						
<b>Account Name</b>		<b>PROGRAMMES</b>	<b>Bike Centre</b>	<b>Clubs</b>	<b>SafeWalk</b>	<b>SHAC</b>
<b>REVENUE</b>						
CSA Student Fees	62100	112,850	56,400	32,650	-	23,800
Solicitations/SSF - Undergraduate	62120	38,100	4,000	-	34,100	
SSF - Graduate	62130	2,000	-	-	2,000	
Other Income from Sales	62400	250	250	-		
		<b>153,200</b>	<b>60,650</b>	<b>32,650</b>	<b>36,100</b>	<b>23,800</b>
<b>EXPENDITURES</b>						
Co-ordinators/Temp Wages	63210	92,435	51,700	12,022	13,339	15,374
Employee Benefits	63220	8,156	5,900	675	781	800
Professional Fees (Legal Aid)	63380	6,000	-	-	-	6,000
CSA Administrative Fee - SW	63370	3,130	-	-	3,130	-
Conference/Taxi/Van Rental	63390	1,400	-	-	1,400	
Campaigns/Events/Workshops	63450	2,100	1,200	400	-	500
Volunteer Appreciation/Training	63500	2,150	150	-	1,500	500
SW Electric Vehicle	63550	12,500	-	-	12,500	-
Advertising & Promotion	63600	5,550	700	2,000	2,350	500
Schedule Software/Security Agmts	63660	15,300	300	15,000	-	-
Club Days Set Up	63700	2,440	-	2,440	-	-
Supplies	63800	1,060	700	80	200	80
Telephone/Internet x 53200	63820	850	-	-	850	-
Photocopying	63870	129	-	33	50	46
		<b>153,200</b>	<b>60,650</b>	<b>32,650</b>	<b>36,100</b>	<b>23,800</b>

March 2023

Finance Committee



For Information Only: See Programmes Budget

<b>BIKE CENTRE: Budget 2023-2024</b>				
<b>Account No.</b>	<b>Account Name</b>	<b>YTD Feb 28/23</b>	<b>BUDGET 22-23</b>	<b>BUDGET 23-24</b>
BIKE 62100	CSA Student Fees	49,000	49,000	55,800
62120	Donations/Fundraising	142	3,400	4,000
62335	Solicitation Surplus from Previous Yr	-	-	-
62400	Sales - net	(1,410)	250	250
	<b>TOTAL REVENUE</b>	<b>47,732</b>	<b>52,650</b>	<b>60,050</b>
<b>Expenditure</b>				
BIKE 63210	Co-ordinators Wages	20,955	44,366	51,700
63220	Employee Benefits (CPP & EI)	2,397	4,734	5,900
63450	Workshops	42	700	500
63500	Volunteer Appreciation	-	500	150
63600	Advertising	342	1,000	800
63660	Scheduling Software/Licensing	-	250	300
63800	Supplies and tools	557	1,100	700
63870	Photocopying	-	-	-
	<b>TOTAL EXPENSES</b>	<b>24,293</b>	<b>52,650</b>	<b>60,050</b>
	<b>Under (Over) Budget</b>	<b>23,439</b>	<b>-</b>	<b>-</b>

<b>Staff</b>	Bike Centre Coordinator - FT (includes 3% RSP/ESP)	35 hrs/wk		\$	38,545.00
	Bike Centre Assistant - May 8 to Apr 19, 2024	10 hrs/wk S/F/W	450 Hours	\$	7,890.00
	Bike Centre Assistant - Sept 6 to Apr 19, 2024	10 hrs/wk F/W	300 Hours	\$	5,265.00
				<b>\$</b>	<b>51,700.00</b>

Prepared March 2023

PQ/LAC

Finance Committee

For Information Only: See Programmes Budget

<b>CLUBS: Budget 2023-2024</b>				
Account No.	Account Name	YTD Feb 28/23	BUDGET 22-23	BUDGET 23-24
<b>Revenue</b>				
CLUB 62100	CSA Student Fees	28,650	28,650	32,650
	<b>TOTAL REVENUE</b>			
		<b>28,650</b>	<b>28,650</b>	<b>32,650</b>
<b>Expenditure</b>				
CLUB 63210	Co-ordinators Wages	6,488	8,310	12,022
63220	Employee Benefits (CPP, EI)	432	400	675
63450	Meeting Expenses (food & incentives)	219	400	400
63600	Advertising & Promo (includes engagement activity Winter Sem)	1,324	2,000	2,000
63660	UC Services - Security/Maintenance Club Hallway	-	15,000	15,000
63700	Club Days (Setup & incentive prizes, \$500 per semester)	2,181	2,440	2,440
63800	Supplies	44	70	80
63870	Photocopying	21	30	33
	<b>TOTAL EXPENSES</b>	<b>10,709</b>	<b>28,650</b>	<b>32,650</b>
	<b>Under (Over) Budget</b>	<b>17,941</b>	<b>-</b>	<b>-</b>

<b>Staff</b>	Clubs Coordinator - Sept 5 to Apr 19, 2024	50 Flex + 12.5 hrs/wk	325 Hours	\$ 7,459.00
	Clubs Events Coordinator - Sept 5 to Apr 19, 2024	20 Flex + 8 hrs/wk	260 Hours	\$ 4,563.00
				<b>\$ 12,022.00</b>

Prepared March 2023  
SA/LAC  
Finance Committee

<b>SAFEWALK: Budget 2023-2024</b>				
<b>Account No.</b>	<b>Account Name</b>	<b>YTD Feb 28/23</b>	<b>BUDGET 22-23</b>	<b>BUDGET 23-24</b>
<b>Revenue</b>				
Safe 62120	SW Student Fees - Undergraduate	32,342	32,000	34,100
62130	SW Student Fees - Graduate	1,833	1,900	2,000
	<b>TOTAL REVENUE</b>	<b>34,175</b>	<b>33,900</b>	<b>36,100</b>
<b>Expenditure</b>				
Safe 63210	Co-ordinators Wages	9,541	12,721	13,339
63220	Employee Benefits (CPP, EI)	676	709	781
<b>63350</b>	<b>Surplus/Deficit Transfer Line</b>	-		-
63370	CSA Administrative Fee (equal to 9% of student fees)	-	3,050	3,130
63390	Taxi Expenses	234	1,400	1,400
63500	Volunteer Appreciation & Training	786	1,200	1,500
63550	Electric Vehicle (purchase/maintenance)	9,504	12,500	12,500
63600	Advertising	675	1,400	2,350
63800	Supplies	26	250	200
63820	Telephone Charges (including UoG x53200)	706	600	850
63870	Photocopying	13	70	50
	<b>TOTAL EXPENSES</b>	<b>22,161</b>	<b>33,900</b>	<b>36,100</b>
	<b>Under (Over) Budget</b>	<b>12,014</b>	<b>-</b>	<b>-</b>

<b>Staff</b>	SafeWalk Coordinator - Sept 5 to April 19, 2024	40 Flex + 12.5 hrs/wk	395 Hours	\$ 6,933.00
	SafeWalk Volunteer Coord - Sept 5 to April 19, 2024	20 Flex + 12.5 hrs/wk	365 Hours	\$ 6,406.00
				<b>\$ 13,339.00</b>

Prepared March 2023  
 BD/MM/LAC  
 Finance Committee

For Information Only: See Programmes Budget

<b>STUDENT HELP &amp; ADVOCACY CENTRE: Budget 2023-2024</b>				
<b>Account No.</b>	<b>Account Name</b>	<b>YTD Feb 28/23</b>	<b>BUDGET 22-23</b>	<b>BUDGET 23-24</b>
SHAC 62100	CSA Student Fees	21,700	21,700	23,800
	<b>TOTAL REVENUE</b>	<b>21,700</b>	<b>21,700</b>	<b>23,800</b>
<b>Expenditure</b>				
SHAC 63210	Co-ordinators Wages	9,996	13,332	15,374
63220	Employee Benefits (CPP & EI)	670	638	800
63380	Professional Fees (Legal Aid Clinic)	5,000	6,000	6,000
63450	Information/Awareness Events	-	600	500
63500	Volunteer Training & Appreciation	200	500	500
63600	Advertising & Promotion	127	500	500
63800	Supplies (incls Resource Material)	44	80	80
63870	Photocopying	1	50	46
	<b>TOTAL EXPENSES</b>	<b>16,038</b>	<b>21,700</b>	<b>23,800</b>
	<b>Under (Over) Budget</b>	<b>5,662</b>	<b>-</b>	<b>-</b>

<b>Staff</b>	SHAC Coordinator - Sept 5 to April 19, 2024	40 Flex +12 hrs/wk	400 Hours	\$	7,020.00
	Assistant Coordinator - Sept 5 to April 19, 2024	13 Flex + 7.5 hrs/wk	238 Hours	\$	4,177.00
	Assistant Coordinator - Sept 5 to April 19, 2024	13 Flex + 7.5 hrs/wk	238 Hours	\$	4,177.00
				<b>\$</b>	<b>15,374.00</b>

Prepared March 2023  
 JL/MF/LAC  
 Finance Committee

**Motion**

Board of Directors Meeting # 18  
April 19, 2023



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**Item 18.11.2**  
**Winter 2023 Elections Report and Ratification of Results**

**BE IT RESOLVED:**

- a) that the Winter 2023 Elections Report, as included in the Board Package, be received as information;
- b) that the results of the Winter 2023 Elections, as included in the Elections Report, be ratified and declared official;
- c) that the following Members be ratified as CSA Executives for a term of May 1, 2023 to April 30, 2024:

<b>CSA President</b>	Shaima Alam
<b>CSA VP Academic</b>	Junpyo Lee
<b>CSA VP External</b>	Samar Tariq

- d) that the following Members be ratified as At-Large College Representatives on the 2023-24 CSA Board of Directors for a term of May 1, 2023 to April 30, 2024:

<b>College of Arts</b>	Jonah Greenhut
<b>College of Biological Sciences</b>	Daniel Spinner
<b>College of Engineering and Physical Sciences</b>	Jake Levy
<b>Ontario Veterinary College</b>	Noam Einy

**Moved:** Nicole Walker, President  
**Seconded:**



# **Elections Report**

## **Winter 2023 General Election**

**Celine Said, Chief Returning Officer**  
**April 6, 2023**

### *Notes:*

- There was an infraction that arose before the nominations period regarding a student that was campaigning outside of the campaign period. The appeal to this decision was dismissed due to the student failing to submit a completed appeals form by the prescribed deadline. The individual was disqualified from the Winter 2023 General Elections.
- The nomination period was extended to gain candidates in positions that originally received no nominees. The extension was until Friday, February 24, 2023. See Nomination Period section.
- The voting period was extended from Friday, March 10, 2023, to Wednesday, March 15, 2023. See Voting section.
- Complaints arose regarding endorsements of candidates on anonymous social media accounts. See Campaigning.
- The online ballot that was utilized via Qualtrics was deemed ascertainably compromised by the Board of Directors due to insufficient security. Per CSA electoral policy, the election moved to a paper ballot voting system. In-person voting took place from March 27, 2023 to April 5, 2023. See Voting section.
- Following the CSA W23 General Election, there are vacancies. See Current Vacancies Sections.

### **Nomination Period**

The original nomination period was set from Monday, February 6, 2023, to Wednesday February 15, 2023, with the All-Candidates' Meeting taking place on Thursday, February 16, 2023. On Friday, February 17, 2023, the Elections Team decided to extend the Nominations Period until Friday, February 24, 2023, only for positions that had not received any candidates. This decision was made in an attempt to fill all vacancies.

By the end of the nominations period, only 11 nomination packages were submitted in full by the prescribed deadline.

The official list of Candidates was ratified by the Executive Committee following the close of nominations.

### **Current Vacancies**

Following the close of the W23 Nomination Period, the following positions remain vacant:

- College of Arts [1 vacancy]
- College of Biological Sciences [1 vacancy]
- College of Engineering and Physical Sciences [1 vacancy]
- College of Social and Applied Human Sciences [1 vacancy]
- Ontario Veterinary College [1 vacancy]
- Ontario Agricultural College [2 vacancies]
- Vice President Student Experience

The Board of Director and Executive vacancies will be filled via a By-Election to take place during the Fall 2023 semester.

**Recommendation:** Review the Bylaws and Policy to make any necessary changes to cater to infractions that take place before the nominations period.

### **Signature Verification**

The Assistant Returning Officer, Mohadeseh Arefanian, verified 100% of signatures submitted in the candidates' nomination package. All signatures were deemed valid.

Signature collection was done through Microsoft Forms, which gave candidates access to a custom link they could send to nominators. Candidates could request updates throughout the nomination process, at which time the CRO, Celine Said, would give the candidate an update regarding the number of signatures they have received.

### **Campaigning**

For this election, it was decided to edit the campaigning commitment form. This was to increase the campaign efforts made by candidates. As part of the nomination package, candidates were required to sign a Campaign Commitment which outlined the responsibilities associated with the election.

Questions and complaints regarding anonymous social media endorsements arose during the campaigning period.

At an emergency board meeting the online ballot was deemed invalid due to insufficient voting security. As a result, it was decided to conduct another campaigning period between Monday, March 20, 2023, until Friday, March 24, 2023, prior to the in-person voting period.

**Recommendation:** Review regulations regarding social media campaigning, endorsements, and discuss campaigning transparency.

### **Voting Period**

The original voting period was Monday March 6, 2023, to Friday, March 10, 2023. On Thursday, March 9, 2023, the Elections Team decided to extend voting to ensure Quorum was reached. The voting period was extended from Friday, March 10, 2023, to Wednesday, March 15, 2023. At an emergency board meeting the online ballot was deemed invalid due to insufficient voting security. As a result, it was decided to conduct another voting period between Monday, March 27, 2023, until Wednesday, April 5, 2023.

**Recommendation:** The online ballot should require password or central login to ensure security and authenticity of the ballot.



## **In-Person Voting Report**

### *Notes:*

- 53 individuals were hired by the CSA to help at polling stations and administration of in-person voting. 10 of which were CSA staff and 43 of which were hired for the sole purpose of aiding with the polling stations.
- Polling stations were strategically placed to ensure all colleges could reach quorum.
- For students that are not on campus (co-op, abroad studies, etc.) absentee voting, conducted over Microsoft Teams, was put in place to ensure that all undergraduate students have the opportunity to vote in the Winter 2023 General Elections.

## **Unofficial Election Results**

### *Referendum*

To calculate Quorum, we referenced the total number of surveys completed with the number of Undergraduate students.

*Referendum: **Quorum NOT Met (13.18%)***

2833 votes were cast. The results are as follows:

- Yes (In Favour of the referendum) - 2122
- No (Not In Favour of the referendum) - 569
- Decline - 140

The Arboretum Student Engagement Fee referendum has not been passed.

### *Executives*

To calculate Quorum, we referenced the total number of surveys completed with the number of Undergraduate students.

*President: **Quorum Met (13.11%)***

There were two candidates for the President position: Adam Ratkowski, Shaima Alam. 2819 votes were cast. The results are as follows:

- Adam Ratkowski (In Favour of Candidate) - 1109
- Shaima Alam (In Favour of Candidate) - 1442
- Decline - 268

Shaima Alam has been elected as CSA President.

*Vice-President Academic: **Quorum Met (13.07%)***

There was one candidate for the Vice-President Academic position: Junpyo Lee. 2811 votes were cast. The results are as follows:

- **Yes (In Favour of Candidate) - 2228**
- No (Not In Favour of Candidate) - 144
- Decline - 439

Junpyo Lee has been elected as Vice-President Academic.

*Vice- President External: **Quorum Met (13.09%)***

There was one candidate for the Vice- President External position: Samar Tariq. 2815 votes were cast. The results are as follows:

- **Yes (In Favour of Candidate) - 2179**
- No (Not In Favour of Candidate) - 180
- Decline - 456

Samar Tariq has been elected as Vice-President External.

*Board of Directors*

To calculate Quorum, we referenced the total number of surveys completed with the number of Undergraduate students who are members of said college.

*College of Biological Sciences: **Quorum Met (18.85%)***

There was one candidate for the College of Biological Sciences: Daniel Spinner. 884 votes were cast. The results are as follows:

- **Yes (In Favour of Candidate) - 696**
- No (Not In Favour of Candidate) - 58
- Decline - 130

Daniel Spinner has been elected as the Director at Large for the College of Biological Sciences.

*College of Engineering and Physical Sciences: **Quorum Met (13.55%)***

There was one candidate for the College of Engineering and Physical Sciences: Jacob Levy. 457 votes were cast. The results are as follows:

- **Yes (In Favour of Candidate) - 370**
- No (Not In Favour of Candidate) - 27
- Decline - 60

Jacob Levy has been elected as the Director at Large for the College of Engineering and Physical Sciences.

*College of Social and Applied Human Sciences: **Quorum NOT Met (9.40%)***

There was candidate for the College of Social and Applied Human Sciences: Mason Friebe. 459 votes were cast. The results are as follows:

- **Yes (In Favour of Candidate) - 341**
- No (Not In Favour of Candidate) - 57
- Decline - 60

Mason Friebe has not been elected as Director at Large for the College of Social and Applied Human Sciences.

*College of Arts: **Quorum Met (14.80%)***

There was one candidate for the College of Arts: Jonah Greenhut. 259 votes were cast. The results are as follows:

- **Yes (In Favour of Candidate) - 211**
- No (Not In Favour of Candidate) - 17
- Decline - 31

Jonah Greenhut has been elected as the Director at Large for the College of Arts.

*Lang School of Business and Economics : **Quorum NOT Met (8.75%)***

There were two candidates for the Lang School of Business and Economics: Mauricio Canedo Fernandez and Daniel Neiterman. 343 votes were cast. The results are as follows:

- Mauricio Canedo Fernandez (In Favour of Candidate) - 184
- Daniel Neiterman (In Favour of Candidate) - 225
- Abstain - 44

Mauricio Canedo Fernandez and Daniel Neiterman have not been elected as the Directors at Large for the Lang School of Business and Economics.

*Ontario Veterinary College: **Quorum Met (17.90%)***

There was one candidate for the Ontario Veterinary College: Noam Einy. 85 votes were cast. The results are as follows:

- **Yes (In Favour of Candidate) - 81**
- No (Not In Favour of Candidate) - 1
- Decline - 3

Noam Einy has been elected as the Director at Large for the Ontario Veterinary College.

The following have been elected:

- CSA President: Shaima Alam
- VP Academic: Junpyo Lee
- VP External: Samar Tariq
- COA Director at Large: Jonah Greenhut
- CBS Director at Large: Daniel Spinner
- CEPS Director at Large: Jake Levy
- OVC Director at Large: Noam Einy

### **Quorum Considerations**

On Monday, April 3, 2023, the CSA Board of Directors approved the following policy addition to CSA Policy Appendix G – Electoral, Section 26.0 Online Elections Contingency Plan:

- In the event that quorum is not reached by the end of the voting period of the Online Elections Contingency Plan, the CSA Board of Directors shall have the authority to hold a vote to ratify the elections results without having reached quorum.

The following did not meet quorum and may have their election results ratified as is, subject to approval from the CSA Board of Directors:

- CSAHS Director at Large: Mason Friebe
- LANG Directors at Large: Daniel Neiterman and Mauricio Canedo Fernandez

The following positions remain vacant:

- Vice President Student Experience
- College of Arts [1 vacancy]
- College of Biological Sciences [1 vacancy]
- College of Engineering and Physical Sciences [1 vacancy]
- College of Social and Applied Human Sciences [1 vacancy]
- Ontario Veterinary College [1 vacancy]
- Ontario Agricultural College [2 vacancies]

**Promo**

Below is the Winter 2023 General Election Promotional Strategy.

*Note: Due to the advanced timeline of an in-person election this content only pertains to the voting period*

Elections Rollout Phase	Date	Promo Materials	Description / Key Messaging
In-Person Voting Period	March 27 – April 5	UC Banner (x2)	'Hey Undergrads, Vote Today!'
		Kiosks (x2)	Polling station schedule
		Poster Run	
		Social Media	
		Web Banner	
	March 17, April 4	Newsletter	Featured in the March & April Newsletter
	March 28	Newsletters – Specific voting groups	virtual voting for co-op and abroad students  OVC specific newsletter  Election specific newsletter for undergrads

**Recommendation:** Give four-week lead time for digital signage. Digital signage in the strategy was not fully conducted due to time constraints.

## **Motion**

Board of Directors Meeting # 18  
April 19, 2023

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### **Item 18.11.3**

#### **University of Guelph Partnership with Navitas**

**WHEREAS** Navitas is a private recruiting corporation that has partnerships with universities in Canada and internationally to increase internationalization, diversity, and revenue for post-secondary institutions;

**WHEREAS** the University of Guelph has released the strategic plan for 2022-2027 which includes aims to increase internationalization and enhance revenue streams;

**WHEREAS** the University is currently in discussion with Navitas and have visited multiple campuses that are partnered with Navitas;

**WHEREAS** Navitas would operate as a private college on campus by accepting international students below the University of Guelph admission standard with the stipulation of an extended study term for additional development;

**WHEREAS** the University will be meeting with the Board of Governors and Senate in the summer 2023 semester for approval of a partnership with Navitas; and

**WHEREAS** this initiative conflicts with the CSA's advocacy efforts regarding free education for all and fairness for international students;

**BE IT RESOLVED** that the CSA Board of Directors receive the University of Guelph Strategic Plan for 2022-2027 as information;

**AND FURTHER** that the CSA collaborate with the Board of Governors and Senate to draft a letter of opposition addressed to the President and Vice-Provost regarding the concerns among students on the proposed partnership with Navitas.

**Moved:** Michelle Wilk

**Seconded:**



# UG

## OUR TIME: STRATEGIC PLAN 2022-27



UNIVERSITY  
of GUELPH

IMPROVE LIFE.





Women's Soccer,  
Gryphon Soccer Complex




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# Land acknowledgment

We offer our respect and gratitude to Indigenous peoples and the lands and waters that sustain us.

The University of Guelph's campuses and research stations reside on the ancestral, traditional, unceded and treaty lands and territories of the Anishinaabeg, Hodinohso:ni, Lūnaapéewak, Huron-Wendat and Attawandaron peoples. These lands are now inhabited by a rich diversity of First Nations, Inuit and Métis people.

We recognize that our educational and research activities also occur on Indigenous lands across Canada and globally.

Through this land acknowledgment, we uphold our commitments to seeking truth and advancing reconciliation with Indigenous peoples and affirm our responsibility to realize these commitments through our ongoing actions.



## Message from the President and Vice-Chancellor

The moment you set foot on a University of Guelph campus, you know you have found something special. As a community, we understand the uniqueness of our University that draws the curious, the ingenious and the inspirational to our institution.

This is the time to harness that uniqueness – the genius of U of G – and recognize our full potential to change the world for the better. This Is Our Time.

Your voice is what makes our strategic plan distinct, and your decisions, actions and passion are what will make it a reality.

During the consultation process for the strategic plan, you told us that U of G has what it takes to help solve the world's problems. Starting now, we will act on our ambition to broaden our impact on a local, national and global scale.

You encouraged us to double down on our exceptional track record for enriched student learning and experience. When our students cross the stage at convocation, they will be fully equipped to make the world a better place.

You spoke up and said we must continue our push toward inclusive excellence and continue to celebrate the people and their contributions that set U of G apart.

And your voices encouraged us to recognize that in our disconnected world, U of G creates a special sense of place on our campuses and research stations. Our commitment to sustainability is both a point of pride and a necessity.

Our strategic plan encourages you to contribute your own perspective and specialized knowledge. As you read this plan, I encourage you to think how you will complete the statement:

### **This Is Our Time to...**

A strategic plan charts a course for the future – our future. But it also draws on our existing strengths and competitive advantages. “Our Time” articulates our commitment to building on the best of our history while welcoming new ideas and continual evolution.



As President, I am committed to working with our community to ensure the success of this plan. Together, we will make great things happen.

My deepest thanks go to the members of the strategic advisory committee and every person who shared their thoughts and ideas during this process. That invaluable insight and honesty helped push us to create a plan that insists U of G be the very best it can be.

**The future holds great things for the University of Guelph. We are inspired. We are ready. This Is Our Time.**

A handwritten signature in black ink that reads "Charlotte Yates".

Charlotte A.B. Yates  
President and Vice-Chancellor



## Message from the Chair of the Board of Governors

As the world adjusts to new realities shaped by several tumultuous years, an exciting future lies before us. Through the disruptions of a global pandemic and the ever-present need to adapt, the University of Guelph has stayed true to its commitment to Improve Life. This is the time to embrace a bold, future-ready plan for the University of Guelph. This Is Our Time.

As Chair of the Board of Governors and a proud U of G alumna, I am excited by the vision for our shared future that this plan describes. Its bold priorities and commitment to concrete, measurable results position the University of Guelph as a leader in Canadian higher education and research, with global impact. It builds on our traditional strengths and makes space to capitalize on emerging fields. It nurtures the campus culture that makes our institution unique while growing our renown and influence internationally. It lays the groundwork for excellence today and to extend our influence and leadership in the years ahead.

**Our Time:** The University of Guelph's Strategic Plan (2022-27) is owned by each and every one of us. It was shaped by student, staff, faculty and partner voices from across and beyond the University. As we bring this plan to life, each member of our community has a role in its success. The Board of Governors fully endorses this plan and is committed to supporting the University in its successful implementation. The Board recognizes that building long-term financial sustainability will be essential in achieving this powerful vision.

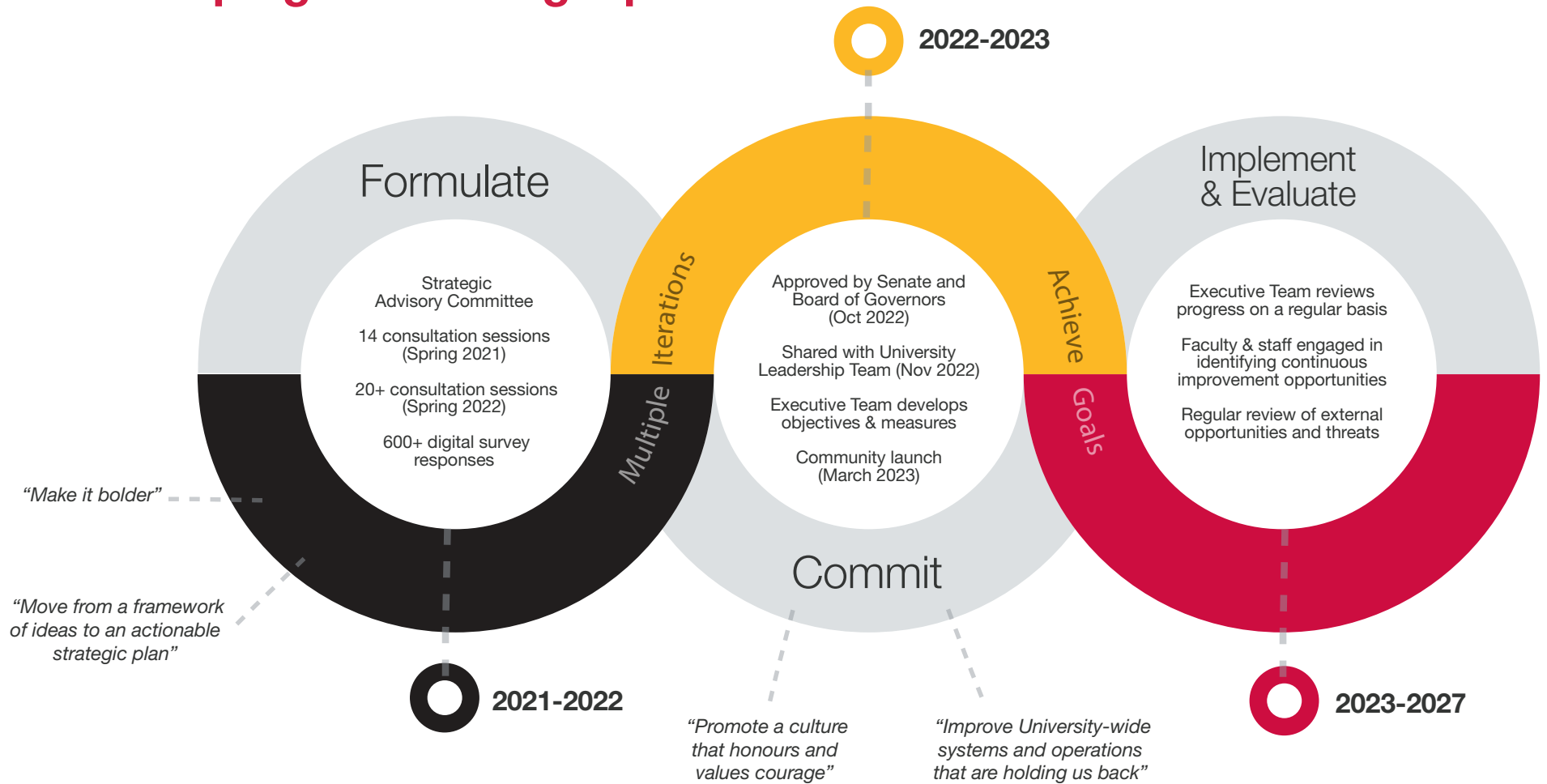
U of G's new strategic plan demonstrates the University's commitment to integrity, transparency and accountability. By following our plan, we will remain grounded in reality while we dream bigger than ever before.

Together, we will make good on our commitments and step boldly into U of G's bright future.

Nancy Brown Andison  
Chair, Board of Governors  
B.Sc. (Agr.) '79



# Developing the strategic plan





## Our history

The University of Guelph has a proud history spanning nearly 150 years. Learn more about our evolution online.

[uoguelph.ca/strategic-plan/#history](https://uoguelph.ca/strategic-plan/#history)





# Acknowledgments

The University of Guelph is grateful to everyone who contributed their ideas and feedback to this strategic plan. Specific thanks are given to the members of the Strategic Advisory Committee:

## Faculty

Dr. Rozita Dara (CEPS)  
Dr. Getu Hailu (OAC)  
Dr. Andreas Heyland (CBS)  
Dr. Troy Hourie (COA)  
Dr. Sara Mann (Lang)  
Dr. Tami Martino (OVC)  
Dr. Sharada Srinivasan (CSAHS)

## Staff

Ilya Bogorad (OVC)  
Jessica Bowes (Research Innovation and Knowledge Mobilization)  
Kathryn Hofer (Student Experience)  
Brett Shepherd (Ridgetown Campus)

## Students

Bronte Detenbeck, CSAHS, BA  
Justin Mihaly, Guelph-Humber (Student Senate Caucus co-chair)  
Jehoshua Sharma, Graduate Student CBS and International Student

## Board of Governors

Rich Appiah

## Alumni

Linda Adams

## Resources to the committee

Gen Gauthier-Chalifour (University Secretariat)  
Scott Hickey (Office of the President)  
Dr. Audrey Jamal (Office of the President)  
Melissa Jutzi (HR)  
Kim McCaughan (Office of the President)  
Karen Menard (IRP)  
Brad Minaker (IRP)  
Dave Whittle (CCS)

## How the plan will be used

The University's strategic plan will underpin our decisions as we plan for the next five years.

It will be reflected in additional strategic documents, including the strategic research plan and operating budget.

It will drive cultural change within the institution as we hone our focus and adjust our practices to support our strategic priorities.

This is our plan for our future.







📍 Plant Wall,  
University of  
Guelph-Humber

## Our mission, vision, values

### Our mission

The University of Guelph is a research-intensive, learner-centred university. Its core value is the pursuit of truth. Its aim is to serve society and to enhance the quality of life through scholarship. Both in its research and in its teaching programs, the University is committed to a global perspective.

Read the University of Guelph's full mission statement at [uoguelph.ca/secretariat/mission](http://uoguelph.ca/secretariat/mission).

### Our vision

The University of Guelph will Improve Life through the power of our rigorous scholarship, unparalleled creativity and solution-oriented discovery.

We will empower students, faculty and staff to think critically and lead change by engaging globally and locally to put bold ideas into action – all while remaining steadfast to our values and in pursuit of a vibrant future.

### Our values

The University of Guelph is a distinctive community in which to learn, teach, discover and work. At the heart of U of G are core values that guide our decisions, actions and relationships and allow us to achieve our vision.

- **Community and collaboration:** we achieve more when we work together.
- **Courage:** we make difficult choices and principled decisions.
- **Creativity:** we believe imagination and innovation must know no bounds.
- **Excellence:** we strive to be the best and our ambition is unlimited.
- **Inclusion:** we value all and strive for inclusive excellence.
- **Integrity:** we are honest, trustworthy, transparent and accountable.

Together, we will achieve our vision by living our values and pursuing our five strategic priorities.

Our lives are made up of moments  
- those instances when we make  
decisions that shape the course of  
everything that comes after.

Some moments are small. They  
create little ripples in our world.

Other moments are huge, setting  
in motion an outcome better than  
anything we could have dreamed.

This is one of those moments.

This is when we choose as the  
University of Guelph what our future  
looks like, and we make it happen  
together.

This is when we recognize the  
opportunity in front of us to build an  
institution like no other.

This is when we challenge  
ourselves to be better.

This is when we dream big and do  
bigger.

**This is our time.**



## OUR TIME: STRATEGIC PLAN 2022-27

We will Improve Life  
through the power of our  
rigorous scholarship,  
unparalleled creativity and  
solution-oriented discovery.

*[uoguelph.ca/strategic-plan](http://uoguelph.ca/strategic-plan)*

IMPROVE LIFE.

Deepening our  
**global impact**



Transforming U of G  
through **IEDI**



Advancing the  
**student experience**



Building a  
**sustainable tomorrow**



Supporting **faculty  
and staff success**



Leveraging **financial  
and digital capacity**



## Values

Community  
& Collaboration.  
Courage.  
Creativity.  
Excellence.  
Inclusion.  
Integrity.

# Deepening our impact on the world



We will accelerate and expand the global, national and local impact of our work. We will achieve this through research and teaching excellence, the strength and breadth of our connections, and the successes of our graduates.

## Goals

- Propel our global and national recognition by elevating our brand and reputation as a leading comprehensive university with distinctive recognition for our established leadership in Food and Agriculture, One Health and Sustainability and our emerging leadership in Engineering and Business as a “Force for Good.”
- Amplify our impact by growing our powerful connections and partnerships with premier research institutions and scientists, industry and governments, and our committed alumni.
- Be a destination of choice for students and experts from around the world through active recruitment and building of a globalized culture on our campuses that creates a diverse and rich environment for learning and discovery.
- Be recognized as a leader in community-engaged scholarship through pride of partnership with local, regional, provincial and Indigenous organizations, businesses and communities.







# Transforming our University through Indigenization and equity, diversity and inclusion

We will foster inclusive excellence within and across communities, founded on the principles of reconciliation and diversity. Collaborating with Indigenous communities, the University of Guelph is committed to advancing truth and reconciliation. The Indigenization of higher education and the fostering of equitable learning and work environments empower us in our pursuit of student, faculty and staff success, research excellence, innovation and impact.

## Goals

- Transform our human resources, governance and student services systems and practices across the University to enable us to recruit a diverse student, faculty and staff body and support them in achieving their personal, professional and scholarly goals.
- Create conditions for equitable student success through scholarships, mentorships, supports and access pathways into academic programs, and by embracing the potential of the digital world.
- Lead Canada in participation of faculty and students from under-represented groups in STEM fields.







📍 Bachelor of  
Indigenous Environmental  
Science and Practice,  
Eramosa River



# Advancing U of G's distinctive student experience that fuels success and future impact



Students are at the heart of everything we do at U of G. Students come here because of the distinctive living and learning experience offered by the University. Building on our deep commitment to the whole student and our promise to Improve Life, we commit to investing in an exceptional student experience, inside and outside of the classroom, thus preparing students for success in all facets of their education and life as well as their role as global citizens.

## Goals

- Propel student success by guaranteeing every student an experiential learning opportunity and flexible pathways for studying in and across disciplines.
- Design and deliver supports and services to ensure that international students thrive and have a sense of belonging within the U of G community.
- Be recognized as a leader in providing mental health services and supports for our students and their support networks.



eflow





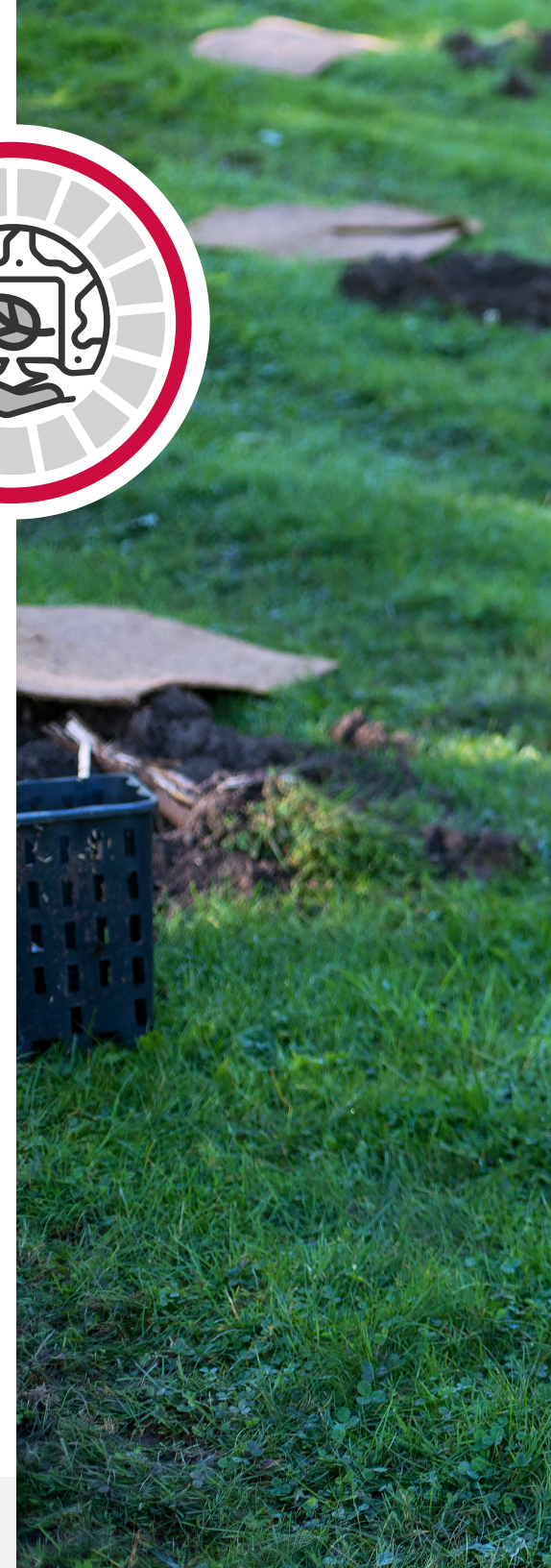
## Building a sustainable tomorrow

The United Nations Sustainable Development Goals (SDGs) recognize the interconnectedness between poverty, food insecurity, the climate crisis and advancing health, well-being and equity.

The University of Guelph's quest to Improve Life, as well as our significant footprint within the city of Guelph and across the province of Ontario, places a special responsibility on our institution to advance the 17 SDGs. We will lead the way in building vibrant, sustainable communities through our signature research, partnerships, the Ontario Agri-Food Innovation Alliance, teaching and student engagement.

### Goals

- Transform our campuses into living labs as we work toward net zero carbon emissions by 2040.
- Be a global leader in sustainable agri-food systems, developing and promoting solutions and preparing the next generation of thought leaders.
- Align our resource allocation, planning and financial investments with the United Nations SDGs by 2030.







📍 Planting Lang Forest,  
Lambton Hall



## Supporting faculty and staff success



Our ability to achieve this ambitious plan relies on the ingenuity and hard work of dedicated, skilled and well-supported faculty and staff. Together, we will become a workplace of choice by fostering a fulfilling and rewarding environment for faculty and staff to work independently and collaboratively in advancing our collective goals in this plan to Improve Life.

### Goals

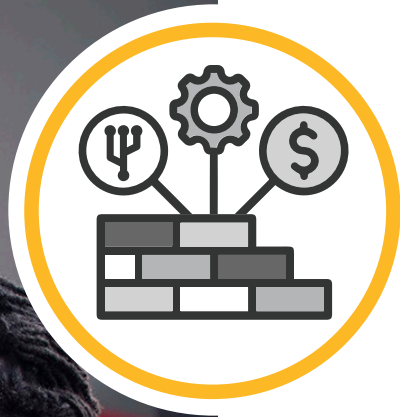
- Recruit and retain exceptionally talented faculty and staff who share and work toward our vision and values.
- Enable faculty and staff to develop their talents and fulfill their professional goals through learning, development and inter-professional growth opportunities.
- Recognize and celebrate the big and small achievements of our faculty and staff.











## Leveraging financial and digital capacity

To achieve the ambitious vision, strategic priorities and goals outlined in this strategic plan, it is imperative that the University has the resources required to take bold action. The future that we are creating is possible only if it is built on a solid and sustainable foundation.

### Goals

- Restore financial health to the University by 2026 through diversified and enhanced revenue streams, disciplined decision-making and diligent cost management.
- Implement a budget allocation model that accelerates the achievement of strategic priorities and goals, including financial sustainability.
- Drive innovation and institutional creativity and sustainability by advancing technological and digital solutions.





📍 Outside Space,  
Indigenous Student Centre





## Where Do We Go From Here?

The University of Guelph's strategic plan gives us a clear set of directions for the next five years. So, now what?

The strategic priorities in this plan and the goals that support them will be built into all levels of the institution. Our initiatives from now until 2027 will be shaped to meet these goals. University leaders will help their units determine where they can have the most impact and set targets for success.

The University will report on progress toward the goals on a regular basis, sharing information on the strategic plan website and through other channels.

Over the lifespan of this plan, our community will find these priorities and goals woven through everything the University does. Together, we will achieve our vision by living our values and pursuing our five strategic priorities.

Through this shared commitment, we will shape a bold new future for the University of Guelph.

**This Is Our Time.**







## **Motion**

Board of Directors Meeting # 18

April 19, 2023

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### **Item 18.15 Adjournment**

**MOTION:** That the CSA Board of Directors Meeting # 18 on April 19, 2023 be adjourned at      pm.

**Moved:**

**Seconded:**