

AGENDA

Board of Directors Meeting # 1
September 3, 2020 – 7:00 pm
Microsoft Teams



- 1.0. Call to Order**
- 1.1. Land Acknowledgement**
 - Anum Anjum
- 1.2. Adoption of the Agenda**
 - 1.2.1. Approve the Agenda
 - 1.2.2. Declarations of Conflicts
- 1.3. Ratifications and De-Ratifications**
 - 1.3.1. Ratification of Directors
- 1.4. Comments from the Chair**
 - 1.4.1. Introductions and Pronouns
- 1.5. Approval of Past Board Minutes**
 - 1.5.1. Meeting # 10 – February 5, 2020 **Page 25**
 - 1.5.2. Meeting # 11 – February 26, 2020 **Page 44**
 - 1.5.3. Meeting # 12 – March 11, 2020 **Page 103**
 - 1.5.4. Receive 2020 AGM Minutes (February 12, 2020) **Page 126**
- 1.6. Executive Committee Minutes**
 - 2019-2020 Academic Year:**
 - a) Meeting # 29 - February 5, 2020
 - b) Meeting # 30 – March 4, 2020
 - c) Meeting # 31 – March 10, 2020
 - d) Meeting # 32 – March 25, 2020
 - e) Meeting # 33 – March 30, 2020
 - f) Meeting # 34 – April 1, 2020
 - g) Meeting # 35 – April 8, 2020
 - h) Meeting # 36 – April 9, 2020
 - i) Meeting # 37 – April 15, 2020
 - j) Meeting # 38 – April 22, 2020
 - 2020-2021 Academic Year**
 - k) Meeting # 1 – May 5, 2020
 - l) Meeting # 2 – May 12 and 14, 2020
 - m) Meeting # 3 – May 19, 2020
 - n) Meeting # 4 – May 25, 2020
 - o) Meeting # 5 – June 16, 2020
 - p) Meeting # 6 – June 23, 2020
 - q) Meeting # 7 - July 8, 2020
 - r) Meeting # 8 - July 21, 2020
 - s) Meeting # 9 - July 28, 2020
 - t) Meeting # 10 - August 4, 2020
 - u) Meeting # 11 - August 14, 2020
- 1.7. Executive Updates**
 - 1.7.1. President **Page 235**
 - 1.7.2. VP Student Experience
 - 1.7.3. ~~VP Academic~~ [currently a vacant position]
 - 1.7.4. VP External

AGENDA

Board of Directors Meeting # 1
September 3, 2020 – 7:00 pm
Microsoft Teams



- 1. 8. Director Reports**
- 1. 9. CSA Services Update and Report**
- 1.10. Committee Updates and Reports**
 - 1.10.1. Policy & Bylaw Review Committee (PBRC) Minutes – April 15, 2020 **Page 244**
 - 1.10.2. Appoint members to the CSA Student FoodBank Committee
 - 1.10.3. Appoint members to the CSA Bike Centre Committee
 - 1.10.4. Appoint members to the UoG's ITSAC Committee
- 1.11. Business**
 - 1.11.1. Board Meeting Schedule 2020-2021 **Page 321**
 - 1.11.2. Guelph Black Student's Association Letter & List of Demands **Page 322**
 - 1.11.3. CSA Response to ASA's letter addressing concerns regarding CSA actions during the Experience Guelph Job Fair 2020 held on March 4, 2020. **Page 332**
 - 1.11.4. CSA Fall 2020 By-Election Report from CRO (Patrick MacCarthy): **Page 336**
 - a) Verbal Report (10-minute maximum)
 - b) 2020 Fall By-Election Suspend Policies
 - c) 2020 Fall By-Election Suspend Bylaw
 - 1.11.5. CSA Fall 2020 By-Election Candidate's Package **Page 343**
 - 1.11.6. Electronic Board Meeting Policies & Procedures **Page 381**
- 1.12. New Business**
 - 1.12.1.
- 1.13. Announcements**
- 1.14. In Camera Session**
 - 1.14.1 February, 26 2020 CSA Board Meeting In Camera Minutes
- 1.15. Adjournment**

**Motion**

Board of Directors Meeting # 1
September 3, 2020

**Item 1.2.1.
Approve the Agenda**

MOTION: That the agenda for the CSA Board of Directors Meeting on **September 3, 2020**, be approved as printed and distributed.

Moved:

Seconded:

POSSIBLE AMENDMENT:

MOTION TO AMEND: To reorder the agenda so that item 1.11.6. Electronic Board Meeting Polices & Procedures follows item 1.4.1.Introductions and Pronouns.

Moved:

Seconded:

[NOTE: to establish how this meeting will be conducted electronically in order to discuss agenda items effectively, and within policy and law.]

POSSIBLE AMENDMENT:

MOTION TO AMEND: To reorder the agenda so that items the following items follows item 1.4.1.Introductions and Pronouns:

- 1.11.4. CSA Fall 2020 By-Election Report from CRO (Patrick MacCarthy):
 - a) Verbal Report (10 minute maximum)
 - b) 2020 Fall By-Election Suspend Policies
 - c) 2020 Fall By-Election Suspend Bylaw
- 1.11.5. CSA Fall 2020 By-Election Candidate's Package

Moved:

Seconded:

[NOTE: To accommodate the time of the Chief Returning Officer (CRO); allowing them to depart the meeting if they choose, after these agenda items are dealt with.]



Motion

Board of Directors Meeting # 1
September 3, 2020

POSSIBLE AMENDMENT:

MOTION TO AMEND: To add the following item(s):

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.3.1.
Ratification of Directors

MOTION: That the following appointed **College Government representatives** be ratified as Members of the 2020-2021 CSA Board of Directors, effective immediately:

| | |
|----------------------|---|
| Kristine Sondergaard | College of Biological Science (Student Council) |
| Manseerat Uppal | College of Arts Student Union |
| Olivia Parker | College of Engineering and Physical Sciences (Student Council) |
| Bailey Hussey | College of Social and Applied Human Sciences (Student Alliance) |
| Tori Wakeford | Gordon S. Lang School of Business and Economics (Student Association) |
| Kendra Cornelissen | (Student Federation of the) Ontario Agricultural College |

Moved:

Seconded:

MOTION: That the following **Student Organization representatives** be ratified as Members of the 2020-2021 CSA Board of Directors, effective immediately:

| | |
|-------------------|--|
| Cameron Stotts | Board of Governors |
| Briana Green-Ince | Guelph Black Students Association |
| Alan Negrin | Guelph Queer Equality (GQE) |
| Jaskiran Sethi | Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED) |
| Anum Anjum | Interhall Council (IHC) |
| Lori-Ann Grossett | Student Senate Caucus (SSC) |
| Sooraj Modi | Student Senate Caucus (SSC) |

Moved:

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.5.1. – 1.5.2 Approval of Past Board Minutes

MOTION: That the Minutes be approved for the following meetings:

- 1.5.1. Board Meeting # 10 – February 5, 2020 (Revised at February 26, 2020 Board Meeting)
- 1.5.2. Board Meeting # 11 – February 26, 2020 (Revised at March 11, 2020 Board Meeting)
- 1.5.3. Board Meeting # 12 – March 11, 2020

Moved:

Seconded:

NOTES:

From February 26, 2020 draft (unapproved) Board Minutes:

11.5.2. Board Meeting # 10 – February 5, 2020

MOTION AS AMENDED: That the Minutes be approved for the Board Meeting # 10 – February 5, 2020 with the following amendments:

1. On page 6 of 19 can we add the word 'invoice' after the words 'sent out', and
2. On page 18 to remove the end of the section beside my name of 'and friends'

Motion as Amended carried

From March 11, 2020 Meeting Minutes:

12.5. Approval of Past Board Minutes

12.5.1. Meeting # 11 – February 26, 2020

MOTION: To table this item as the minutes from Meeting #11 – February 26, 2020 contained errors, and that the revised version be presented at a future Board Meeting.

Moved: Dena Van de Coevering

Seconded: Ariel Oleynikov

The President identified that there was a section in one of the Motions that was missing, as well as there were several updates not present.



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.5.4
Receival of 2020 AGM Minutes

MOTION: That the Minutes be received for the 2020 AGM held on February 12, 2020.

Moved:

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.6. Executive Committee Minutes

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

2019-2020 Academic Year:

- a) Meeting # 29 - February 5, 2020
- b) Meeting # 30 – March 4, 2020
- c) Meeting # 31 – March 10, 2020
- d) Meeting # 32 – March 25, 2020
- e) Meeting # 33 – March 30, 2020
- f) Meeting # 34 – April 1, 2020
- g) Meeting # 35 – April 8, 2020
- h) Meeting # 36 – April 9, 2020
- i) Meeting # 37 – April 15, 2020
- j) Meeting # 38 – April 22, 2020

2020-2021 Academic Year

- k) Meeting # 1 – May 5, 2020
- l) Meeting # 2 – May 12 and 14, 2020
- m) Meeting # 3 – May 19, 2020
- n) Meeting # 4 – May 25, 2020
- o) Meeting # 5 – June 16, 2020
- p) Meeting # 6 – June 23, 2020
- q) Meeting # 7 - July 8, 2020
- r) Meeting # 8 - July 21, 2020
- s) Meeting # 9 - July 28, 2020
- t) Meeting # 10 - August 4, 2020
- u) Meeting # 11 - August 14, 2020

Moved: Sara Kuwatly, VP Student Experience

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

**Item 1.7.
Executive Updates**

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

- 1.7.1. President
- 1.7.2. VP Student Experience
- 1.7.3. ~~VP Academic~~
- 1.7.4. VP External

Moved:

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.10.1.

Policy & Bylaw Review Committee (PBRC) Minutes

MOTION: That the Policy & Bylaw Review Committee (PBRC) Minutes from April 15, 2020 be received as information at the CSA Board of Directors Meeting on September 3, 2020.

Moved:

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

**Items 1.10.2. & 1.10.3.
Motions to Appoint Directors to Service Committees:
FoodBank and Bike Centre**

Motion 1.10.2 Appoint Directors to FoodBank Committee

WHEREAS the CSA Student FoodBank Committee plays an important part in all Student Food Bank Operations and decision making, as referenced under 3.4. FoodBank Committee under [Appendix A – Internal CSA Policy](#).

RESOLVED that the CSA Board of Directors appoint the following Director(s) to the FoodBank Committee for the 2020-2021 academic year at this meeting on September 3, 2020:

-

Moved:

Seconded:

NOTES:

App A – Internal CSA Policy

3.4.2. Membership

3.4.2.1. Membership shall include the Vice President External, the FoodBank Coordinator, a minimum of one member appointed by the CSA Board of Directors, a representative from the GSA, at least one FoodBank volunteer and at least one student. The student position will be offered first to FoodBank clientele and then if necessary, the general student population. This position may be held anonymously.



Motion

Board of Directors Meeting # 1
September 3, 2020

Motion 1.10.3. Appoint Directors to Bike Centre Committee

WHEREAS the CSA Bike Centre Committee plays an important part in all Bike Centre operations and decision making, as referenced under 3.2. Bike Centre Committee under [Appendix A – Internal CSA Policy](#).

RESOLVED that the CSA Board of Directors appoint the following Director(s) to the CSA Bike Centre Committee for the 2020-2021 academic year at this Board of Directors meeting on September 3, 2020:

-

Moved:

Seconded:

NOTES:

App A – Internal CSA Policy

3.2.2. Membership

3.2.2.1. Membership shall consist of the Bike Centre Coordinator, two duly appointed Board members, the Vice President Student Experience, a Bike Centre volunteer and one additional member of the Executive Committee.

**Motion**

Board of Directors Meeting # 1
September 3, 2020

Item 1.10.4.**Appoint CS Representative to the University of Guelph's
Information Technology Student Advisory Committee (ITSAC)**

WHEREAS the University of Guelph's Information Technology Student Advisory Committee (ITSAC) has contacted the CSA requesting a CSA member to serve on their Board of Directors throughout the 2020-2021 academic year;

WHEREAS ITSAC was established in 2002 to offer a forum for students and IT staff to discuss campus technology priorities and issues;

WHEREAS ITSAC's membership includes representatives from college student governments across campus as well as members at large to discuss current and new IT initiatives and is mandated to submit a report each year.

RESOLVED that the following person represent the CSA on the ITSAC Board of Directors:

-

Moved:

Seconded:

NOTES:

There are 7 meetings that are to be held from Sep-Nov & Jan-Mar on Fridays from 3pm-4:30pm.

For more information, there is a link here too <https://www.uoguelph.ca/ccs/about-ccs/committees/itsac>



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.11.1.

Board Meeting Schedule 2020-2021

MOTION:

That the Board of Directors Meeting Schedule, 2020-2021, be approved as presented at the Board Meeting on September 3, 2020.

Moved:

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.11.2.

Guelph Black Student's Association Letter & List of Demands

WHEREAS the CSA's Mandate is to "Represent and amplify the voice of undergraduate students at the University of Guelph, particularly to decision makers;" and to "Contribute to a positive atmosphere of acceptance, inclusion, belonging and safety on campus";

WHEREAS APPENDIX I: Section 2.1 states that "The CSA endorses and will work to enact the following Declaration of Student Rights: We declare that a full policy of non-discrimination against students must be enforced at all educational institutions within Canadian society. Further, every person has the right to equal treatment without being discriminated against because of race, national or ethnic origin, religion, sex, gender orientation, ability, family status, sexual orientation, political belief or socio- economic background.";

WHEREAS APPENDIX I: Section 2.3.: The CSA endorses and will work to enact the following Declaration of Rights of Racialized students: The right of racialized students to organize as racialized people, since organizations pertaining to racialized people within the student movement are necessary to actively raise the issues faced by racialized students, to provide a place for racialized people to develop organizational and political skills, and to provide a forum where racialized people can develop a sense of unity and cooperation";

WHEREAS APPENDIX I: Section 2.3 states "The right of racialized students to a students' union which recognizes, promotes and funds an organization for racialized people on campus to facilitate involvement in issues pertaining to racialized people";

WHEREAS APPENDIX I: Section 2.3 states "The right to an educational environment free of racist harassment, and racial violence"

RESOLVED: that the Central Student Association fully supports the undated letter and list of demands sent from the Guelph Black Students Association (GBSA) addressed to the University of Guelph Administration.

Moved:

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.11.3.

CSA response to ASA's letter addressing concerns regarding CSA actions during the Experience Guelph Job Fair 2020 held on March 4, 2020.

WHEREAS at their meeting on March 11, 2020, the CSA Board of Directors directed the Executive Committee to consult the Aboriginal Student Association (ASA) and develop a response to the ASA's letter in response to the CSA's actions during the Experience Guelph Job Fair in March 2020, and present the CSA's response to the Board of Directors at their next meeting;

WHEREAS consultation with the ASA has been delayed due to significant operating impacts caused by Covid-19 and to the Vice President Academic (VPA) position vacancy.

WHEREAS the Board of Directors has not met since the March 11, 2020 meeting until this date September 3, 2020; and

WHEREAS the Executive Committee continues to consult the ASA to develop the CSA response letter.

RESOLVED that the Executive Committee be provided with an extension to complete their consultation with the ASA and present the final letter to the Board of Directors on its meeting of September 30, 2020.

Moved:

Seconded:

NOTES:

From the March 11, 2020 Board Meeting DRAFT Minutes:

12.12. MOTION AS AMENDED: That the Central Student Association (CSA) rectify the statement that was made to the Royal Canadian Mounted Police (RCMP), Guelph Police Service, and the Canadian Armed Forces (CAF) on March 4, 2020 during the Experience Guelph Job Fair 2020.

RESOLVED:



Motion

Board of Directors Meeting # 1
September 3, 2020

That a letter be issued explaining and reiterating the initial intent of the movement.

That this letter acknowledges the students and individuals that were hurt by the manner that this was conducted.

That this letter be written in consultation with the students and groups that the CSA represents, including the Aboriginal Students Association (ASA) and University of Guelph Secretariat, which are more knowledgeable of policy.

That the letter be presented to the next Board of Directors Meeting for approval to be shared on the CSA website and active social media accounts.

That the CSA commit to engage in avenues of meaningful consultation with the Aboriginal Students Association and Aboriginal Resource Centre moving forward.

AMENDED MOTION CARRIED.

DRAFT Motion for September 30, 2020 Board of Directors meeting:

MOTION: That the CSA's response to the Aboriginal Student Association's (ASA) letter addressing concerns regarding CSA actions during the Experience Guelph Job Fair 2020 held on March 4, 2020 be approved as presented at the CSA Board Meeting on September 30, 2020.

**Motion**

Board of Directors Meeting # 1
September 3, 2020

Item 1.11.4.b.
2020 Fall By-Election Suspend Policies

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

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

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

WHEREAS Bylaw 4 – Policy of the CSA, Section 2.0. Establishment, Amendment, Suspension or Rescindment of Policy requires one meeting notice prior to any policy suspension.

WHEREAS it is necessary for the CSA to temporarily change related policy in order to carry out the 2020 Fall Election in a timely manner.

RESOLVED:

- i. That the requirement of one meeting notice to suspend a policy as identified in Bylaw 4 – Policy of the CSA, Section 2.0. Establishment, Amendment, Suspension or Rescindment of Policy be suspended for the purposes of approving the following resolution (listed below).
- ii. That the following CSA policies be suspended for the Fall 2020 by-election based on the rationale provided by the Chief Returning Officer (CRO) in their document entitled *CSA Fall 2020 By-election Board Package - FROM CRO*:
 - a. Electoral Policy G 4.2.1.C
 - b. Electoral Policy G 4.2.1.D
 - c. Electoral Policy G 4.2.1.F
 - d. Electoral Policy G 4.3.1.C
 - e. Electoral Policy G 4.3.1.D
 - f. Electoral Policy G 4.3.1.F
 - g. Electoral Policy G 12.5

Moved:**Seconded:**

**Motion**

Board of Directors Meeting # 1
September 3, 2020

**Item 1.11.4.c.
2020 Fall By-Election Suspend Bylaw**

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

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

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

WHEREAS Bylaw 1- Organizational, Section 12.0. Adoption and Amendments of Bylaws, Subsection 12.2. requires one meeting notice prior to any bylaw or policy changes; and

WHEREAS it is necessary for the CSA to temporarily change related bylaws in order to carry out the 2020 Fall Election in a timely manner.

RESOLVED:

- i. That the requirement of one meeting notice to suspend a bylaw as identified in Bylaw 1- Organizational, Section 12.0. Adoption and Amendments of Bylaws, Subsection 12.2., be suspended for the purposes of approving the following resolution (listed below).
- ii. That CSA Bylaw 2 – Electoral, Section 2.2.2. stating “Quorum shall be 10% of the general membership of the applicable constituency.” be suspended for the Fall 2020 by-election.

Moved:**Seconded:**



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.11.5. 2020 Fall By-Election Candidate's Package

WHEREAS at their meeting on February 26, 2020, the CSA Board of Directors referred the Winter 2020 General Election Candidate's Package to the Policy & Bylaw Review Committee (PBRC) to review and amend according to the following concerns:

- a) Pages 7 and 8 of the package be used as a non-binding outline until such time as committee is able to produce a recommendation, and that recommendation is approved by the Board of Directors;
- b) Any successful candidates from the Winter 2020 General Election have the option upon approval of the updated package to transfer to the updated package;
- c) The package be amended to remove the "limit outside commitments clause";
- d) The updated candidate package be presented by PBRC to the Board of Directors by April 1, 2020;

WHEREAS the Policy & Bylaw Review Committee (PBRC) reviewed and amended the Candidate's Package as directed:

RESOLVED that the 2020 Fall Bi-Election Candidate's Package be received as information as presented at the CSA Board of Directors meeting of September 3, 2020.

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.11.6. Electronic Board Meeting Polices & Procedures

WHEREAS the CSA Board of Directors recognizes the benefits of meeting face-to-face compared to meeting electronically (virtually);

WHEREAS the CSA Board of Directors has exclusively conducted face-to-face board meetings in the past;

WHEREAS CSA bylaws and policies, including the CSA Rules of Order, do not consider or mention electronic meetings, or electronic voting by the CSA Board of Directors;

WHEREAS some CSA policies and bylaws are affected by the requirement to hold electronic meetings and require revision in order to conduct an electronic CSA Board Meeting;

WHEREAS the University of Guelph's COVID-19 response requires that the CSA Board of Directors meets electronically (i.e. not face-to-face);

WHEREAS Bylaw 1- Organizational, Section 12.0. Adoption and Amendments of Bylaws, Subsection 12.2., and Bylaw 4 – Policy of the CSA, Section 2.0. Establishment, Amendment, Suspension or Rescindment of Policy both require one meeting notice prior to any bylaw or policy changes;

WHEREAS it is necessary for the CSA to temporarily change policy and bylaws in order to carry out CSA Board of Directors business until face-to-face meetings are permitted by the University of Guelph and the CSA;

WHEREAS the Ontario Not-for-Profit Act 2010 permits electronic meetings and electronic voting by the Board of Directors;

RESOLVED:

That the requirement of one meeting notice as identified in Bylaw 1- Organizational, Section 12.0. Adoption and Amendments of Bylaws, Subsection 12.2., and Bylaw 4 – Policy of the CSA, Section 2.0. Establishment, Amendment, Suspension or Rescindment of Policy be suspended for the purposes of approving the following resolutions listed below.

That until such a time that the University of Guelph, and the CSA permits face-to-face Board of Directors meetings to resume:

- a) The following CSA Policies from the CSA Rules of Order be suspended:
 - i) 3.12. Secret Ballot Vote,
 - ii) 6.2. In Camera Minutes, Subsection 6.2.4.
- b) The suspended policies listed in item a) above be replaced with the revised policies as identified in the attached CSA Electronic Meeting Protocol 2020-2021 200831 document.



Motion

Board of Directors Meeting # 1
September 3, 2020

- c) The Policy & Bylaw Review Committee (PBRC):
 - i) Conduct an internal and external evaluation of the benefits and challenges of electronic meetings, electronic voting, and of individuals participating electronically during face-to-face meetings, and
 - ii) Report back to the Board of Directors by the end of the November 2020 with policy, bylaw and procedural recommendations on conducting CSA Board of Director meetings beyond the end of the COVID-19 restrictions on face-to-face meetings.

Moved:

Seconded:

NOTES:

From CSA Electronic Meeting Protocol 2020-2021 200831:

Secret Ballot Vote

Policy Excerpt

3.12. Secret Ballot Vote

3.12.1. When a secret ballot vote is required, the Policy & Transition Manager will distribute a paper ballot to each voting member. Members will indicate their vote, including abstention, on the ballot. Ballots will be collected by the PTM and counted by the Chair. The ballots will be kept anonymous. Any member may act as a scrutineer for the counting of ballots. The final result will be announced by the Chair and recorded in the minutes.

3.12.2. A member may request a secret ballot vote prior to voting on a main motion, which must be approved by a majority vote. This request may be made after the speakers list has been closed.

3.12.3. A secret ballot vote shall be used for any item where the Board chooses between candidates for hiring or a CSA election.

Compliance

Not compliant. Requires the following changes:

3.12. Secret Ballot Vote

3.12.1. When a secret ballot vote is required, ~~the Policy & Transition Manager will distribute a paper ballot to each voting member~~ **each voting member shall send the Policy & Transition Manager (PTM) a ballot in the form of an email indicating their vote.**



Motion

Board of Directors Meeting # 1
September 3, 2020

The Chair shall be copied on the email. Members will indicate their vote, including abstention, ~~on the ballot~~ within their email ballot to the PTM and Chair. Ballots will be collected by the PTM and counted by the Chair. The ballots will be kept anonymous. Any member may act as a scrutineer for the counting of ballots. The PTM will forward the voting members' emails to the scrutineer upon request. The final result will be announced by the Chair and recorded in the minutes.

In Camera Minutes

Policy Excerpt

6.2.4. A hard copy of in camera minutes shall be distributed in camera at a Subsequent Board Meeting to be approved by the Board by a simple majority vote.

Compliance

Not compliant. Requires the following changes:

6.2.4. A hard copy of in camera minutes shall be ~~distributed~~ displayed on the projected screen in camera at a Subsequent Board Meeting to be approved by the Board by a simple majority vote.



Motion

Board of Directors Meeting # 1
September 11, 2019

Item 1.14.
***In Camera* Session**

MOTION: To move into *In Camera* session at _____ pm.

Moved:

Seconded:

MOTION: To move out of *In Camera* session at _____ pm.

Moved:

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

Item 1.14.1.
Approval of *In Camera* Minutes

MOTION: That the *In Camera* Minutes be approved for the following meeting:

- Board Meeting # 10 – February 26, 2020

Moved:

Seconded:



Motion

Board of Directors Meeting # 1
September 3, 2020

**Item 1.15.
Adjourn**

MOTION: To adjourn the CSA Board of Directors Meeting of September 3, 2020
at _____pm.

Moved:

Seconded:

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



Members Present: Daniah Al-Naseri, Victoria Bali, Molly Brenzel, Anna Canella, Simonne Clout, Briana Green-Ince, Sumana Gupta, Anthony Lenarduzzi, Emmy Luo (left at 6:40 pm), Josh Moran, Kathleen Nolan, Daniel Ofori-Darko, Matteo Raso, Zachary Rucchin, Jaskiran Sethi, Lolia Shallouf (arrived at 6:02 pm; left at 6:45 pm), Blakeney Smith

Regrets: Jena Lee Ashley, Jessica Krawitz, Alan Negrin, Ariel Oleynikov, Michael Pacheco, Cameron Stotts

Executive Present: Dena Van de Coevering, Claudia Idzik, Lindsey Fletcher, Horeen Hassan

Chair: Cameron Olesen

Policy & Transition Manager: Earl Evans

Scribe: Sarah Dias

Guests: Clarissa Shepherd

Overview of Motions**10.2.1. Approve the Agenda**

MOTION AS AMENDED: That the agenda for the CSA Board of Directors Meeting on February 5, 2020, be approved as amended, to add the following items:

10.12.1. Election Matter

10.14.1. Speaker Event (In Camera)

Motion as amended carried

10.6. Executive Committee Minutes

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

10.6.1. Meeting # 28 – January 29, 2020

Motion carried

10.7. Executive Updates

MOTION: To receive the following Executive Updates as information:

10.7.1. President

10.7.2. VP Student Experience

10.7.3. VP Academic

10.7.4. VP External

Motion carried

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

**10.11.1. FoodBank Fee Increase**

MOTION: To approve an increase of 3% plus cost of living increase (2.1%) to the FoodBank fee for the 2020-2021 fiscal year.

Motion carried

10.11.2. CSA Fee Increase

MOTION: To approve an increase of 3% plus cost of living increase (2.1%) to the CSA fee for the 2020-2021 fiscal year.

Motion carried

MOTION: To approve a \$2.00 administration fee, representing a 1.4% increase to the UPass for the 2020-2021 fiscal year.

Motion carried

10.11.3. Amend Bylaw 1, Section 3.0: Board Composition

MOTION: That CSA Bylaw 1: Organizational, Clause 3.1.2. be amended as follows:

- Updating the At-Large (Elected) Representatives list with the name of the Business College as “Gordon S. Lang School of Business and Economics”;
- Updating the College Government Representatives (Appointed) list with “Lang Student Association”;
- Updating the Student Organization Representatives (Appointed) list so that each organization representative is shown as follows:
 - One Student Representative appointed by... [the organization];

RESOLVED that CSA Bylaw 1: Organizational, Clauses 3.1.3, 3.1.4, and 3.1.5 be amended as shown and that the list of Student Organization Representatives be deleted from Clause 3.1.5.

Motion carried

10.11.4. Amend Bylaw 1, Section 10.0: Conflict of Interest

MOTION: That CSA Bylaw 1: Organizational, Section 10.0 re Conflict of Interest be amended as presented.

Motion carried

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

**10.11.5. Amend Policy Appendix A, Section 4.0: Confidentiality**

MOTION: That CSA Policy Appendix A, Section 4.0: Confidentiality and Conflict of Interest Agreement, be renamed as Section 4.0: Confidentiality;

RESOLVED that CSA Policy Appendix A, Section 4.0 be amended as presented.

Motion carried

10.12.1. Election Matter

MOTION: That the CSA hold a by-election for the 2020-2021 Vice President Academic position, in accordance with CSA Bylaw 2, Electoral, and CSA Policy Appendix G, Electoral.

BIFRT the by-election timeline be recommended as follows:

Nominations: Monday, February 24, 2020 to Friday, February 28, 2020 (4:00 pm)

All-Candidates Meeting: Friday, February 28, 2020 (5:30 pm)

Campaigning Begins: Monday, March 2, 2020 (12:01am)

Executive Forum: Thursday, March 5, 2020

By-Election Voting Opens: Monday, March 9, 2020 (12:01am)

By-Election Voting Ends: Friday, March 13, 2020 (11:59 pm)

Campaigning Ends: Friday, March 13, 2020 (11:59 pm)

Announcement of Unofficial Results: Monday, March 16, 2020

Submit Final Budget Form and Unspent Money: Monday, March 23, 2020 (4:00 pm)

Ratification by the Board: Wednesday, March 25, 2020

BIFRT the Candidates' package be submitted to the Board for approval at the February 26 meeting.

Motion carried

10.14. In Camera Session

MOTION: To move into *In Camera* session at 6:58 pm.

Motion carried

MOTION: To move out of *In Camera* session at 7:03 pm.

Motion carried

10.15. Adjournment



MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

MOTION: To adjourn the CSA Board of Directors Meeting of February 5, 2020 at 7:10 pm.

Motion carried

Agenda # 10 – February 5, 2020

- 10.0. Call to Order**
- 10.1. Land Acknowledgement**
- 10.2. Adoption of the Agenda**
 - 10.2.1. Approve the Agenda
- 10.3. Ratifications and De-Ratifications**
- 10.4. Comments from the Chair**
 - 10.4.1. Introductions and Pronouns
- 10.5. Approval of Past Board Minutes**
- 10.6. Executive Committee Minutes**
 - 10.6.1. Meeting # 28 – January 29, 2020
- 10.7. Executive Updates**
 - 10.7.1. President
 - 10.7.2. VP Student Experience
 - 10.7.3. VP Academic
 - 10.7.4. VP External
- 10.8. Director Reports**
- 10.9. CSA Services Update and Report**
- 10.10. Committee Updates and Reports**
- 10.11. Business**
 - 10.11.1. FoodBank Fee Increase
 - 10.11.2. CSA Fee Increase
 - 10.11.3. Amend Bylaw 1, Section 3.0: Board Composition
 - 10.11.4. Amend Bylaw 1, Section 10.0: Conflict of Interest
 - 10.11.5. Amend Policy Appendix A, Section 4.0: Confidentiality
- 10.12. New Business**
 - 10.12.1. Election Matter
- 10.13. Announcements**
- 10.14. In Camera Session**
 - 10.14.1. Speaker Event
- 10.15. Adjournment**

Minutes # 10 – February 5, 2020

10.0. Call to Order

Chair Cameron Oleson called the meeting to order at 6:00 pm.



MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

10.1. Land Acknowledgement

Land Acknowledgement by Victoria Bali

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

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

10.2. Adoption of the Agenda

10.2.1. Approve the Agenda

MOTION: That the agenda for the CSA Board of Directors Meeting on February 5, 2020, be approved as printed and distributed.

Moved: Matteo Raso

Seconded: Anthony Lenarduzzi

MOTION TO AMEND: To add the following items:

- Election Matter
- Speaker Event (in camera)

Moved: Claudia Idzik, VP Student Experience

Seconded: Emmy Luo

Chair: What is the reason for moving in-camera regarding a speaker?

Claudia Idzik: It is not announced yet.

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: That the agenda for the CSA Board of Directors Meeting on February 5, 2020, be approved as amended, to add the following items:

- Election Matter
- Speaker Event (in camera)

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

Vote on Motion as Amended
Motion carried

10.3. Ratifications and De-Ratifications

10.4. Comments from the Chair

Chair: Good evening everyone, thank you for coming. Raise your placard if you want to be added to the speaking list or to vote. Or raise your hand if you have a point of information, point of personal privilege, point of parliamentary procedure or point of order. Other than that, let's proceed.

10.4.1. Introductions and Pronouns

Those present introduced themselves and stated the pronouns they wish to use.

10.5. Approval of Past Board Minutes

10.6. Executive Committee Minutes

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

10.6.1. Meeting # 28 – January 28, 2020

Moved: Kathleen Nolan

Seconded: Simonne Clout

Vote on Motion
Motion carried

10.7. Executive Updates

10.7.1. President

Dena Van de Coevering: Good evening folks, all that needs to be shared is written in my report, in hopes of a short meeting. The only thing I want to update happened within the last 24 hours; the Canadian Federation of Students sent a letter to all university admins. Different campuses say that they want to see Winter 20 fees collected and remitted to all student organizations. The clarifying piece is that likely won't happen on the Guelph campus because we have already closed the opt-out window, sent out before the Student Choice Initiative was deemed unlawful. So just ensuring we have proper communication, I wanted to raise that to you this evening.

10.7.2. VP Student Experience

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



Claudia Idzik: Everything is in my update.

10.7.3. VP Academic

Lindsey Fletcher: Everything is in my update, not much different from last week.

10.7.4. VP External

Horeen Hassan: Hi folks, I did not put in an update from this week, but a lot is from the previous meeting.

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

- 10.7.1. President
- 10.7.2. VP Student Experience
- 10.7.3. VP Academic
- 10.7.4. VP External

Moved: Anthony Lenarduzzi
Seconded: Daniel Ofori-Darko

Vote on Motion
Motion carried

10.8. Director Reports

Daniel Ofori-Darko: I volunteered for the IT Strategy Workshop. We brought in students and let them tell us their problems for the IT Department. They came in, gave suggestions, told us what annoyed them and all that.

Other Directors: waived

10.9. CSA Service Updates and Reports**10.10. Committee Updates and Reports****10.11. Business****10.11.1. FoodBank Fee Increase**

MOTION: To extend speaking rights to the FoodBank Coordinator.

Moved: Anna Canella
Seconded: Lolia Shallouf

Vote on Motion
Motion carried

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



Clarissa Shepherd: Most of the information is already on the board. I did look back on the visitor base, it has increased 19% which suggests a greater number of food insecurity. It did take a while to come up with the stats, but there is more access needed, more weekly visits and more dependence on the FoodBank itself, so that increases our inability to meet everyone's needs. The other thing we are experiencing is a need for fresh fruit and vegetables, which makes sense considering the weather. This is also affecting our budget, making it difficult to balance, and as you can see, with only 16% being able to get fresh fruit and vegetables. This is why we are trying to increase and hoping for Board support.

WHEREAS the CSA FoodBank visitor base is 30% larger than the previous three-year average and 19% larger than last year;

WHEREAS visitor usage is higher with 7% more items per month than the previous three year average;

WHEREAS demand for costly staples is high;

WHEREAS only approximately 16% of FoodBank visitors obtain produce in a week before the stock is depleted;

WHEREAS an increase in the Guelph Student FoodBank fee is necessary to work towards improving the capacity to support visitors;

MOTION: To approve an increase of 3% plus cost of living increase (2.1%) to the FoodBank fee for the 2020-2021 fiscal year.

Moved: Blakeney Smith

Seconded: Lolia Shallouf

Matteo Raso: The motion says 3% then 2.1%, I'm confused.

Dena Van de Coevering: Three percent is the direct cost plus 2.1% cost of living, all groups can apply.

Matteo Raso: So, a total of 5.1%?

Dena Van de Coevering: Correct.

Anna Canella: Is it an increase to the fee or to the budget?

Lolia Shallouf: Of the increase, how much is for graduate students?

Clarissa Shepherd: We're in conversation with the GSA.

Emmy Luo: What is the current fee and what is it increased to?

Dena Van de Coevering: The current fee is \$2.39, and with the increase, it would be \$2.51 per undergraduate student.

Anna Canella: Would it automatically change with price?

Dena Van de Coevering: For Board approval, I think it would have to. We have changed policies so we're still working through process. But this is phase one of approving this change.

Emmy Luo: Why not more of an increase?

Clarissa Shepherd: This is as much as we are able to ask without a referendum.

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



Vote on Motion
Motion carried

10.11.2. CSA Fee Increase

2020-2021 Fee Increase

WHEREAS the CSA Board of Directors recommended a 3% plus cost of living increase for five years, beginning in the 2018-2019 fiscal year;

WHEREAS the CSA Board of Directors approved a 3% plus cost of living increase for the 2018-2019 fiscal year;

WHEREAS the CSA Board of Directors approved a 3% plus cost of living increase for the 2019-2020 fiscal year, the second year of the recommended five-year program;

WHEREAS 2020-2021 is the third year of the five-year program;

WHEREAS the fee increase would finance an investment in operations and staffing that continue to support new and ongoing initiatives to improve the organization;

WHEREAS CSA Bylaw 1, Section 1.8.1 allows for such increase by a 2/3 majority vote of the CSA Board of Directors;

MOTION: To approve an increase of 3% plus cost of living increase (2.1%) to the CSA fee for the 2020-2021 fiscal year.

Moved: Matteo Raso

Seconded: Blakeney Smith

Dena Van de Coevering, President: I can give more context, why we're bringing forward the motion. This is the third year of a five year program, put forward by past directors, being part of the CSA and understanding our structure and our great reach. We have not seen the same increase and approval with our staffing levels. Within 30 years, we've had the same staff. We now have the Bullring that has over a million dollars in annual sales. We have Clubs, we now have the FoodBank, Bike Centre, but at the moment we only have two individuals running it. And before any of this, we had three individuals running the service, so we could have better opportunities to improve the organization, better serve them, with these initiatives we bring forward. To give a number-based context, the current CSA fee is \$18.48 per semester, this would increase to \$19.43, so just under a dollar, so \$36,000 in increased revenue, across two semesters. A lot of information for you folks to consider, and happy to answer questions.

Anna Canella: Is the money for the increase going to a savings account to put in for a new team, or going to the yearly budget to be spent next year?

President: The intent is the yearly budget, because the business office is just one area that could be supported by the fee increase. We are mindful of admin. costs,

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



ensuring fees are placed in right areas, which might be spread out in the organization. But this would only enhance our ability to do our work.

Anna Canella: So the long term goal is not to hire new staff, but better serve the staff that are currently there?

President: I think we have little miscommunication, there is no set intent to bring in a new core staff member but there could be contracts for mental hygiene runners. There are many areas of growth, not always for the long term. Beyond that, it is more student staff focused, from my understanding at this moment.

Blakeney Smith: Would it be correct to say, the budget we vote at the end of the semester to see how fee will be used?

President: Yes, this motion is one of the first steps to create a budget for the year, so we can work toward how it is allocated with the Finance Committee, and then with the Board.

Chair: A two-thirds vote is required.

Vote on Motion

Motion carried

UPass Administration Fee Increase

WHEREAS in January 2019, as a result of the Student Choice Initiative (SCI), the Universal Student Bus Pass (UPass), was deemed compulsory;

WHEREAS the CSA has identified and justified the administration cost of \$3.00 per student for UPass distribution and support costs;

WHEREAS within 2020-2021, Guelph Transit will no longer use stickers for the UPass and will switch to a tap card system;

WHEREAS a significant number of hours will still be spent by CSA staff to manually support Distance Education, co-op, special summer options, and promoting the change of systems;

WHEREAS it is recommended that the administration fee remains associated with the UPass but at a reduced cost;

MOTION: To approve a \$2.00 administration fee, representing a 1.4% increase to the UPass for the 2020-2021 fiscal year.

Moved: Lolia Shallouf

Seconded: Simonne Clout

President: Similar to the conversation we just had, along with the CSA fee and UPass admin fee. Taught to us through the Student Choice Initiative, we need to be mindful of soft costs, so that is what this motion represents. It will not be the same intensity to distribute stickers, but still a cost for the fee. At this current

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



moment, the bus pass fee that all students are charged, there is very little administrative fee put into it, I think about 10 cents, which does not really reflect the amount of work or time that administration needs to complete the task. Going forward, that is what the two dollars is meant to support, to ensure there are few glitches with the system to bring it to our students.

Blakeney Smith: Assuming there has been discussion with Guelph Transit, so the system you would be distributing is a tap card to students and they would have to set it up separately or how it would work?

President: VP External, how much we can share at this time about the new system?

Horeen Hassan: Can you repeat the question?

Blakeney Smith: Are we distributing a second tap card, what does it look like?

Horeen Hassan: It will be integrated into your student card, not your student number, but the barcode at the back of your card, so if you pay the bus pass fee, you would be able to board, does that make sense?

Blakeney Smith: Yes, thank you, I didn't know about the barcode.

Simonne Clout: A system through the university and Guelph transit? [Yes]

Anna Canella: Not undermining any administrative fee, but would this increase be for the fiscal year 2020-2021, not hoping to have the same expenses, or is the increase expected forever?

President: Seeing as we are in transition for the upcoming year, the only idea is to set up for this fiscal year, so depending what the needs may be, depending on energy and needs, it may be a similar fee or a reduced fee, depending on how much energy and effort for the support staff. So just for the one year, but it's significant enough to be asking, but not enough to be asking for the \$3 fee. A side note on the tap system, this wasn't the motion intended to bring that to you, more information will be coming throughout the semester.

Simonne Clout: The admin. cost is currently \$3 so are we adding \$2 or is it going down to \$2?

President: It's currently \$3 and we are moving it down to \$2. It is the same as 1.4%, just said differently.

Vote on Motion
Motion carried

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

**10.11.3. Amend Bylaw 1, Section 3.0: Board of Directors**

MOTION: That CSA Bylaw 1: Organizational, Clause 3.1.2. be amended as follows:

- Updating the At-Large (Elected) Representatives list with the name of the Business College as “Gordon S. Lang School of Business and Economics”;
- Updating the College Government Representatives (Appointed) list with “Lang Student Association”;
- Updating the Student Organization Representatives (Appointed) list so that each organization representative is shown as follows:
 - One Student Representative appointed by... [the organization];

RESOLVED that CSA Bylaw 1: Organizational, Clauses 3.1.3, 3.1.4, and 3.1.5 be amended as shown and that the list of Student Organization Representatives be deleted from Clause 3.1.5.

Moved: Blakeney Smith

Seconded: Lolia Shallouf

Blakeney Smith: We helped draft changes in the PBRC, basically cleaning up the language so no redundancy.

Chair: A roll call vote is required because this is an amendment to a bylaw.

Roll Call Vote on Motion**In favour (17):**

Daniah Al-Naseri
Victoria Bali
Molly Brenzel
Anna Canella
Simonne Clout
Briana Green-Ince
Sumana Gupta
Anthony Lenarduzzi
Emmy Luo
Josh Moran
Kathleen Nolan
Daniel Ofori-Darko
Matteo Raso
Zachary Rucchin
Jaskarin Sethi
Lolia Shallouf
Blakeney Smith

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

**Absent (6):**

Jena Lee Ashley
Jessica Krawitz
Alan Negrin
Ariel Oleynikov
Michael Pacheco
Cameron Stotts

Chair: 17 votes cast and 17 in favour. The bylaw amendment is passed.

Motion carried**10.11.4. Amend Bylaw 1, Section 10.0: Conflict of Interest**

WHEREAS the Policy & Bylaw Review Committee has reviewed Bylaw 1, Section 10.0 and recommends various amendments;

MOTION: That CSA Bylaw 1: Organizational, Section 10.0 re Conflict of Interest be amended as presented.

Moved: Lolita Shallouf

Seconded: Daniel Oforio-Darko

Chair: This vote requires a roll call vote.

Roll Call Vote on Motion**Abstaining (1):**

Matteo Raso

In favour (15):

Daniah Al-Naseri
Victoria Bali
Molly Brenzel
Anna Canella
Simonne Clout
Briana Green-Ince
Sumana Gupta
Anthony Lenarduzzi
Josh Moran
Kathleen Nolan
Daniel Oforio-Darko
Zachary Rucchin
Jaskiran Sethi
Lolita Shallouf
Blakeney Smith



MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

Absent (7):

Jena Lee Ashley
Jessica Krawitz
Emmy Luo
Alan Negrin
Ariel Oleynikov
Michael Pacheco
Cameron Stotts

Chair: With 15 in favour, and one abstention, the bylaw amendment is passed.

Motion carried

10.11.5. Amend Policy Appendix A, Section 4.0: Confidentiality

WHEREAS the Policy & Bylaw Review Committee has reviewed Policy Appendix A, Section 4.0 and recommends various amendments;

MOTION: That CSA Policy Appendix A, Section 4.0: Confidentiality and Conflict of Interest Agreement, be renamed as Section 4.0: Confidentiality;

RESOLVED that CSA Policy Appendix A, Section 4.0 be amended as presented.

Moved: Anna Canella

Seconded: Lolita Shallouf

Vote on Motion

Motion carried

10.12. New Business

10.12.1 Election

Anna Canella: Is there a motion to move in camera?

Chair: Only the speaker event item is in camera.

Claudia Idizk: I have a motion regarding a candidate who is absolving to run, VP will forward the motion to the Board, or forwarding it to Earl, I will read it out in the meantime.

Submitted Motion:

WHEREAS Lindsey Fletcher has withdrawn her nomination for the Vice President Academic position in the 2020 CSA general election.

WHEREAS the Vice President Academic position has no nominees for the 2020-2021 term in the 2020 General election.



MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

WHEREAS CSA Bylaw 2, Section 2.2.4. states “Should an Executive position become vacant after a General Election and prior to the Fall By-Election, a separate By-Election for the sole purpose of filling the vacant position(s) may be held in the interim.”

MOTION to de-ratify Lindsey Fletcher as a candidate in the CSA 2020 General elections.

BIFRT the CSA will hold a by-election for the Vice President Academic position, in accordance with CSA Bylaw 2, Electoral, and CSA Policy Appendix G, Electoral.

BIFRT the by-election timeline be as follows:

Nominations: Monday, February 24, 2020 to Friday, February 28, 2020 (4:00pm)

All-Candidates Meeting: Friday, February 28, 2020 (5:30pm)

Campaigning Begins: Monday, March 2, 2020 (12:01am)

Executive Forum: Thursday, March 5, 2020

By-Election Voting Opens: Monday, March 9, 2020 (12:01am)

By-Election Voting Ends: Friday, March 13, 2020 (11:59pm)

Campaigning Ends: Friday, March 13, 2020 (11:59pm)

Announcement of Unofficial Results: Monday, March 16, 2020

Submit Final Budget Form and Unspent Money: Monday, March 23, 2020 (4:00pm)

Ratification by the Board: Wednesday, March 25, 2020

BIFRT the all-candidates package be submitted to the Board for approval at the February 26 meeting.

Discussion:

PTM: I’m wondering how to advise the Board on proceeding, I have two sections to read:

Bylaw 2, Clause 2.2.4: “Should an Executive position become vacant after a General Election (we are not at that stage), and prior to the Fall By-Election, a separate By-Election for the sole purpose of filling the vacant position may be held in the interim.”

And Appendix G: Electoral, Clause 5.1: “A candidate may withdraw... as long as their withdrawal is in writing and is submitted to and accepted by the CSA Elections Office staff 24 hours before the voting period commences.”

It appears that a candidate may withdraw, as long as they withdraw and submit before 24 hours, so we are okay there. I wouldn’t mind seeing the motion, but it appears a candidate can withdraw in writing to the CRO, and after the general election, a by-election would be called because of the vacant position.

Lindsey Fletcher VP: It has been submitted in writing to the CRO.



MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442

PTM: This fulfills the policy requirement that a candidate may withdraw as long as it is in writing and submitted to CRO. So the candidate has withdrawn, I don't think there is much action the Board needs to take, since we are not after the general election. The Executive position is not vacant, we still have a VP Academic unless the person is resigning right now. After the general election, unless a resignation is there and the position becomes vacant, then will be a by-election. Sorry it is confusing, but it is written down and I want to make sure we are following it.

Blakeney Smith: A question to the PTM, to make sure I got it right. Lindsey handed her withdrawal to the CRO, so she is not running in the election. A by-election will be called when the position is vacant, so after the transition at the end of the semester.

PTM: I would say it is vacant after the general election. We have a VP Academic right now, but I understand no candidate for the position after May 1.

Anna Canella: A bylaw for candidate becomes vacant?

PTM: In the election next week, no one will stand for VP Academic because of the withdrawal. We need a VP Academic as of May 1, so a separate by-election will be called to find a new VP for May 1.

Lindsey Fletcher: Am I allowed to speak on this, given it is about me? [Yes]

Lindsey Fletcher: A by-election was once called after there was no place for a president. Given that there are no nominees for this position, we wanted to give as much notice as possible, so that a by-election could be called, and be respectful of the timeline, not asking students to campaign and stuff during exams, and being mindful that in order to be ratified, we do have one meeting after; this is why we are bringing this forward today.

Anthony Lenarduzzi: All the dates are happening after the general meeting. Does it not follow, because it is after the general election, because we know after?

PTM: I don't understand the question.

Anthony Lenarduzzi: Since the dates are after the general election, does it not follow the policy, because the by-election will be called, because it is vacant?

PTM: For example, for OVC, there are no candidates, so there will be a by-election, so the same with the VP Academic. The bylaw allows a by-election to be called, but a by-election needs to be held after the general election, for this one position.

Anna Canella: I want to clarify. Can we approve this? We know the position is vacant, we do know that nominations will happen after the general meeting. Are we able to approve this motion, even though we are fast-tracking, because it makes sense. I understand what is brought up from the VP Academic. Is that okay? I just want clarification.

Lindsey Fletcher: A motion for amendment?

Chair: You can make as many amendments as you want, because the motion is not passed.

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



Lindsey Fletcher: Perhaps we can make clarity if we amend for the CSA to hold a by-election for 2020-2021?

Chair: May I have a paper copy?

PTM: May I see a paper copy as well?

Chair: Perhaps the PTM can hash this out.

Blakeney Smith: Maybe we can remove language about de-ratifying, and just call it a by-election.

MOTION: For a five minute recess.

Moved: Lindsey Fletcher

Seconded: Simonne Clout

Vote on Motion

Motion carried

Chair: I call this meeting back into order at 6:58 pm.

WHEREAS Lindsey Fletcher has withdrawn her nomination for the Vice President Academic position in the 2020 CSA general election.

WHEREAS the Vice President Academic position has no nominees for the 2020-2021 term in the 2020 General election.

WHEREAS CSA Bylaw 2, Section 2.2.4. states “Should an Executive position become vacant after a General Election and prior to the Fall By-Election, a separate By-Election for the sole purpose of filling the vacant position(s) may be held in the interim.”

MOTION: That the CSA hold a by-election for the 2020-2021 Vice President Academic position, in accordance with CSA Bylaw 2, Electoral, and CSA Policy Appendix G, Electoral.

BIFRT the by-election timeline be recommended as follows:

Nominations: Monday, February 24, 2020 to Friday, February 28, 2020 (4:00 pm)

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Ratification by the Board: Wednesday, March 25, 2020

BIFRT the Candidates’ package be submitted to the Board for approval at the February 26 meeting.

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



Motion: Claudia Idzik
Seconded: Blakeney Smith

Vote on Motion
Motion carried

10.13. Announcements

PTM: The AGM is one week from tonight. We really need quorum so bring your friends. The agenda is on our website under Get Involved; take a look at it. One week tonight.

Dena Van de Coevering, President: AGM, election next week. February 10-14, ballots out there, encourage you to vote, and let's have a nice high quorum.

Claudia Idzik, VPSE: Want to try and win tickets to a large event? Please enter on Instagram and tell your friends to enter.

Horeen Hassan, VPE: I am excited for the speaker, stressed for life.

Lindsey Fletcher, VPA: If you want to get involved, come chat with me, 86 days for me as VP Academic.

Daniel Ofroi-Darko: FoodBank fundraising, February 12. If you make a purchase from the UC, you have the option to make a donation to the FoodBank.

Anna Canella: Need funding for our cultural event, would be happy to take more funding.

Molly Brenzel: Good luck with midterms.

Victoria Bali: Our exec board is meeting on Sunday.

Briana Green-Ince: Black History Month, program booklet has more info in it, and CSA posters have info. Only eight days to my show, really appreciate if you guys could promote the show, and let students know about it. We want an idea of how many people are coming. I hope to see you guys out at Black History. Also, Miss J is coming.

Anthony Lenarduzzi: Rotaract is having a Gala on February 29 in the SSC, proceeds are going to KidsAbility, a really great organization. The link to buy tickets is on the Rotaract Facebook page if you're interested.

Josh Moran: College elections are open February 10, and everyone is going to go home, get their Jillian Michaels outfit and go to the Aggie pub tonight.

Blakeney Smith: OPIRG symposium, the Earth is on Fire, climate crisis to climate justice. March 1 in the UC, free food and stuff. Find out more at Rebel Knowledge Symposium 2020.

Kathleen Nolan: CBS has stuff going on, wildlife club doing fun stuff, free wildlife drawing.

Chair: The AGM is next week. Bring yourself and as many people as you can. The bylaw amendments require final approval at the AGM.

10.14. In Camera Session

MINUTES

Board of Directors Meeting # 10
February 5, 2020 – 6:00 pm – UC 442



MOTION: To move into *In Camera* session at 6:58 pm.

Moved: Lindsey Fletcher, VP Academic
Seconded: Matteo Raso

Vote on Motion
Motion carried

MOTION: To move out of *In Camera* session at 7:03 pm.

Moved: Blakeney Smith
Seconded: Anthony Lenarduzzi

Vote on Motion
Motion carried

10.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of February 5, 2020 at 7:10 pm.

Moved: Claudia Idzik
Seconded: Anthony Lenarduzzi

Vote on Motion
Motion carried

| | |
|--|-------------|
| Approved by the Board of Directors | Date: _____ |
| Signed _____ Cameron Olesen Board Chair, 2019-2020 | Date: _____ |
| Signed _____ Earl Evans Policy and Transition Manager 2019-2020 | Date: _____ |

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Members Present: Daniah Al-Naseri (left at 6:55 pm), Victoria Bali, Molly Brenzel, Sumana Gupta, Anthony Lenarduzzi (left at 6:45 pm), Emmy Luo (left at 7:40 pm), Josh Moran, Kathleen Nolan, Daniel Ofori-Darko, Ariel Oleynikov, Michael Pacheco (arrived at 6:39 pm), Matteo Raso (left at 6:56 pm), Zachary Rucchin, Lolia Shallouf (left at 6:50 pm), Blakeney Smith, Cameron Stotts, Nicole Traynor (see Item 11.3.1)

Regrets: Jena Lee Ashley (see Item 11.3.1), Anna Canella, Simonne Clout, Briana Green-Ince, Jessica Krawitz, Alan Negrin, Jaskiran Sethi

Executive Present: Dena Van de Coevering, Claudia Idzik, Lindsey Fletcher, Horeen Hassan

Chair: Cameron Olesen

Policy & Transition Manager: Earl Evans

Scribe: Sarah Dias, Pete Wobschall, PTM completed the minutes May 8, 2020.

Guests: Patrick MacCarthy, CRO

Overview of Motions**11.2.1. Approve the Agenda**

MOTION AS AMENDED: That the agenda for the CSA Board of Directors Meeting on February 26, 2020, be approved as amended, with the following items withdrawn:

- 11.6.1 Executive Committee Minutes Meeting #29 – February 5, 2020
- 1.11.3 Notice of amendments to Policy G re Nominations

Motion as amended carried

11.3.1. Ratification and De-Ratification of ASA Representative

MOTION: That Jena-Lee Ashley be de-ratified as the Aboriginal Student Association (ASA) representative on the CSA Board of Directors, effective immediately;

RESOLVED that **Nicole Traynor** be ratified as the Aboriginal Student Association representative on the CSA Board of Directors, effective immediately.

Motion carried

11.5. Approval of Past Board Minutes

MOTION: That the Minutes be approved for the following meetings:

11.5.1. Board Meeting # 9 – January 29, 2020

Motion carried

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



11.5.2. Board Meeting # 10 – February 5, 2020

MOTION AS AMENDED: That the Minutes be approved for the Board Meeting # 10 – February 5, 2020 with the following amendments:

1. On page 6 of 19 can we add the word 'invoice' after the words 'sent out', and
2. On page 18 to remove the end of the section beside my name of 'and friends'

Motion as Amended carried

11.7. Executive Updates

MOTION: To receive the following Executive Updates as information:

- 11.7.1 President
- 11.7.2 VP Student Experience
- 11.7.3. VP Academic
- 11.7.4. VP External

Motion carried

11.10. Committee Updates and Reports

11.10.1. PBRC Report

MOTION: That the Policy & Bylaw Review Committee Report from Earl Evans, PBRC Chair, be received as information at the Board of Directors meeting on February 26, 2020.

Motion carried

11.11. Business

11.11.1. Winter 2020 General Election Report – CRO

MOTION: That the Winter 2020 General Election Report from Patrick MacCarthy, Chief Returning Officer, be received as information at the CSA Board Meeting on February 26, 2020.

Motion carried

MOTION: That the results of the CSA Winter 2020 General Election, as reported by the Chief Returning Officer, be ratified and now declared official; and

RESOLVED that the following members be ratified to the 2020-2021 CSA Board of Directors, based on the official results of the Winter 2020 General Election:

MINUTES
Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Executive

President

Tyler Poirier

VP Student Experience

Sara Kuwatly

VP External

Horeen Hassan

College Representatives

College of Arts

Areej Amer

Bella Harris

College of Biological Sciences

Katy Oada

Maya Persram

College of Social and Applied Human Sciences

Jessica Krawitz

Laura Wilson

Motion carried

11.11.2. Candidates' Package – Winter 2020 By-Election

MOTION AS AMENDED: That the candidate package be referred to Policy and Bylaw Review Committee for review and amendment;

RESOLVED that pages 7 and 8 of the package be used as a non-binding outline until such time as committee is able to produce a recommendation, and that recommendation is approved by the Board of Directors;

RESOLVED that any successful candidates from the Winter 2020 General Election have the option upon approval of the updated package to transfer to the updated package;

RESOLVED the package be amended to remove the "limit outside commitments clause";

RESOLVED the updated candidate package be presented by PBRC to the Board of Directors by April 1, 2020.

Motion as Amended carried

11.11.5. Teacher Excellence Award – Selection Committee

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



MOTION: That one College representative, one student organization representative, and one additional non-Executive Board member be appointed to the TEA Selection Committee;

RESOLVED that the following CSA Board members be appointed to the Committee:

- Kathleen Nolan
- Zachary Rucchin
- Daniel Ofori-Darko

Motion carried

11.11.6. Solidarity Statement

MOTION: That the CSA host a student walk-out in solidarity with Wet'suwet'en on Wednesday, March 4, 2020 at 3:00 pm EST;

RESOLVED that the CSA write a statement in solidarity with Wet'suwet'en.

Motion carried

11.14. In Camera Session

MOTION: to approve the in-camera minutes from February 5, 2020.

Motion carried

11.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of February 26, 2020 at 8:58 pm.

Motion carried

Agenda # 11 – February 26, 2020

11.0. Call to Order

11.1. Land Acknowledgement

11.2. Adoption of the Agenda

11.2.1. Approve the Agenda

11.2.2. (New) Declarations of Conflicts (Bylaw 1, Section 10.2)

11.3. Ratifications and De-Ratifications

11.3.1. ASA Representative

11.4. Comments from the Chair

11.4.1. Introductions and Pronouns

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442

**11.5. Approval of Past Board Minutes**

- 11.5.1. Meeting # 9 – January 29, 2020
- 11.5.2. Meeting # 10 – February 5, 2020

11.6. Executive Committee Minutes

- 11.6.1. Meeting # 29 – February 5, 2020

11.7. Executive Updates

- 11.7.1. President
- 11.7.2. VP Student Experience
- 11.7.3. VP Academic
- 11.7.4. VP External

11.8. Director Reports**11.9. CSA Services Update and Report****11.10. Committee Updates and Reports**

- 11.10.1. PBRC Report

11.11. Business

- 11.11.1. Winter 2020 General Election Report – CRO
- 11.11.2. Candidates' Package – Winter 2020 By-Election
- 11.11.3. NOTICE – Amendments to Policy Appendix G re Nominations
- 11.11.4. NOTICE – Amendment to Policy Appendix C re Ext. Staff Contracts
- 11.11.5. Teacher Excellence Award – Selection Committee
- 11.11.6. Solidarity Statement

11.12. New Business

- 11.12.1.

11.13. Announcements**11.14. In Camera Session**

- 11.14.1. In Camera Minutes – February 5, 2020

11.15. Adjournment**Minutes # 11 – February 26, 2020****11.0. Call to Order**

Chair Cameron Oleson called the meeting to order at 6:12 pm.

11.1. Land Acknowledgement

Land Acknowledgement by Josh Moran

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

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



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

11.2. Adoption of the Agenda**11.2.1. Approve the Agenda**

MOTION: That the agenda for the CSA Board of Directors Meeting on February 26, 2020, be approved as printed and distributed.

Moved: Dena Van de Coevering

Seconded: Anthony Lenarduzzi

MOTION TO AMEND:

Withdraw item 11.6.1 as the Chair will revise the Executive Committee Minutes Meeting #29 – February 5, 2020 and present at future Board of Directors meeting to be received.

Dena Van de Coevering:

I would like to amend the agenda by removing item 11.6.1. as these minutes need to return to the Executive Committee for one more round of approvals to amend a section of the contents before it's approved by the Board.

Cameron Olesen:

If I may make a recommendation, during 11.6.1. rather than having a motion to receive as information you can have it in the minutes that that item is still there and the update is that it needs to go back for approval. You don't need to remove it from the agenda necessarily.

Dena Van de Coevering:

We need to do more than just approve it, there needs to be some amendments to the minutes.

Cameron Olesen:

Yes. The item would remain but the update would be that the minutes need to return to the Executive for amendment before they can be received by the Board as information.

Lindsey Fletcher:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Based on everything we discussed [at Executive] the idea was that they would not be discussed at the meeting tonight. That's why there was an amendment to strike them from the agenda.

Cameron Olesen:

Very well then. There is a motion to remove item 11.6.1. from the agenda.

Moved: Dena Van de Coevering

Seconded: Sumana Gupta

Vote on Motion to Amend

Motion carried

Withdraw item 11.11.3. NOTICE – Amendments to Policy Appendix G re Nominations and add to a future Board Meeting agenda.

Moved: Dena Van de Coevering

Seconded: Lolia Shallouf

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: That the agenda for the CSA Board of Directors Meeting on February 26, 2020, be approved as amended, with the following items withdrawn:

- 11.6.1
- 11.11.3.

Vote on Motion as Amended

Motion carried

11.2.2. (New) Declarations of Conflicts (Bylaw 1, Section 10.2)

No declarations received.

11.3. Ratifications and De-Ratifications

11.3.1. Ratification and De-Ratification of ASA Representative

WHEREAS Jena-Lee Ashley has resigned as CSA Board member in an email to the PTM;

MOTION: That Jena-Lee Ashley be de-ratified as the Aboriginal Student Association (ASA) representative on the CSA Board of Directors, effective immediately;

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



RESOLVED that **Nicole Traynor** be ratified as the Aboriginal Student Association representative on the CSA Board of Directors, effective immediately.

Moved: Matteo Raso
Seconded: Emmy Luo

Vote on Motion
Motion carried

11.4. Comments from the Chair

Chair:

Good evening everyone. I'd like to thank you for being here for this special Board Meeting, with that being said and for the benefit of all the members remember to raise your placard if you wish to be added to the speakers list for an item, or for voting purposes and raise your hand for a point of information, point of parliamentary procedure, point of personal privilege, or a point of order.

11.4.1. Introductions and Pronouns

Those present introduced themselves and stated the pronouns they wish to use.

11.5. Approval of Past Board Minutes

MOTION: That the Minutes be approved for the following meetings:

11.5.1. Board Meeting # 9 – January 29, 2020

Moved: Lolia Shallouf
Seconded: Anthony Lenarduzzi

Vote on Motion
Motion carried

11.5.2. Board Meeting # 10 – February 5, 2020

Moved: Anthony Lenarduzzi
Seconded: Blakeney Smith

MOTION TO AMEND:

Dena Van de Coevering:

I'd like to make an amendment to two sections of the minutes:

1. On page 6 of 19 can we add the word 'invoice' after the words 'sent out', and

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



2. On page 18 to remove the end of the section beside my name 'and friends'

Moved: Dena Van de Coevering

Seconded: Anthony Lenarduzzi

MOTION AS AMENDED: That the Minutes be approved for the Board Meeting # 10 – February 5, 2020 with the following amendments:

3. On page 6 of 19 can we add the word 'invoice' after the words 'sent out', and

4. On page 18 to remove the end of the section beside my name of 'and friends'

Vote on Motion as Amended

Motion carried

~~11.6. Executive Committee Minutes - **Withdrawn**~~

11.7. Executive Updates

11.7.1. President

Dena Van de Coevering:

Good evening folks. Welcome back from reading week. It's good to see familiar faces around our table and some new faces as well. I do want to highlight that this evening is our PTM's last Board Meeting [inaudible].

As for more business-related items since we met as a Board we've been pretty busy as the CSA and a lot of you folks were involved in parts of that as well.

So our AGM being involved we are very ecstatic to see that we made quorum and kept for the entire evening and were able to complete the business we needed to complete and inform our student body of the ongoings of the CSA in our Annual Meeting. I wanted to extend a very big thank you to you folks for being a part of advertising for it and promoting it and being active during the meeting there.

The other item that I wanted to raise this evening as part of my update is that we have a By-election coming up. So, for our VP Academic position we are hosting our nominations open today until the 3rd. So if you have a friend who near graduation that enjoys policy, accessibility, I recommend they either reach out to our current VPA or myself, or one of our other VPAs to discuss the position and encourage them to apply because we are encouraged to have some nominations. Beyond that we are also looking to our Board of Directors for support during the voting week, so that we can get quorum in the position and ensure we have a full Executive starting for May 1st.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Those are the main updates I wanted to share. If you had other questions from my report, I am happy to hear them.

10.7.2. VP Student Experience**Claudia Idzik:**

For March there are big events happening, Sexy Bingo is tomorrow, and another Sexy Bingo is on March 26th. These are the last two Sexy Bingos.

It's not in my minutes or update, we are going to host a Sexual Violence Panel towards the end of March and it will also include a documentary screening. It will be really cool and it will be a nice day for it. I think this is a really good group for that.

There is also the Guelph Student Market, so if you have anyone that makes signs, or makes merch, music, or sells CDs, I encourage them to fill out the form that I posted on the Facebook page.

This is the first time I can say on the record, we got Bill Nye. If you folks didn't get a ticket today, because it sold out in 20 minutes again, then there are volunteer opportunities and I think everyone emailed everyone on the Board. That's all for me.

10.7.3. VP Academic**Lindsey Fletcher:**

One thing I would like to highlight from my report is that there are a lot of changes coming forward this time of the semester when Executive implementation and [inaudible] 2020, so the majority of those that I am working on are course changes that I am working with a couple different committees for. There will also be changes to the co-curricular transcript and the evaluation system. I will have more updates later on and the changes will come into effect in Fall 2020.

I am having an event next Tuesday from 1pm to 3pm in the Library lobby. There will be free coffee and treats, so come out and tell us what you know about open education, why it's important to you, and how we can continue spreading this message across campus to your faculty.

Speaking of faculty, the Teaching Teacher Excellence Award nominations deadline is Friday at 4pm, so please get those nominations into me as soon as possible. You will see later on the agenda that we are getting a selection committee for that, and there are 64 days left for me.

11.7.4. VP External

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Horeen Hassan:

Hi everyone – welcome back. I hope your reading week went well and you had the time or chance to actually do some readings. I know that every year during my undergrad I was like ‘Reading Week; it’s going to be super productive’ and then I end up doing nothing. So hopefully you are a lot more disciplined than I am.

I was awesome to see that we had quorum with the AGM consistently; nobody ever left and we never had to pause the meeting, so that is a huge thank you to all the Board Members that actually came out to table with myself for a good chunk of the time. It was fun, so thank you so much for that.

Other than that, the news has been keeping me down, so now is the time to start mobilizing, so I am really excited to see what we are going to do for the upcoming few months and see how we can organize better.

A few things I would like to highlight from my update is that the Guelph District Labour Council the Ontario Federation of Labour actually hosted a rally against all the cuts the Conservative Government has been making. On February 22nd at the Scotiabank Convention Centre in Niagara Falls. So that’s where the PC Government was hosting their policy convention. We greeted them with our signs and reminded them that we are angry with all these cuts that are really impacting a lot people from across Ontario. Thank you to the folks that attended with me.

Another thing I would like to highlight is that I am currently working on a late night service campaign. I don’t know how many students are actually aware, but we actually have late night service, and we have Sunday service, so you can actually not take an Uber after 6 or 7 o’clock on Sundays, but can take the Sunday service and bus it. If anybody has questions around Sunday Service or late night service, feel free to reach out to me. I am trying to work on a campaign, so I can get all of this information out to students, because currently ridership for late night service and Sunday service is a bit low; so I want to try and enhance that because I know that students are in need of rides, but they end up taking Ubers because they are unaware of these services. My personal goal is to get more people to use that.

Another thing I would like to highlight is the Racialized Students Constituency that I have been talking about. That group has been meeting consistently for a while now every single week on Thursdays from 4 o’clock until 5:30pm. The students that come out to these meetings see a lot of value in it and appreciate that that space exists. So it would be awesome to get more racialized students to come out because it is a space that is needed on campus that is acting. So get the message out to your coloured friends that there is a space for you to come join us.

The other thing I would like to point out is that the Fairness for International Students is a campaign that I’m working on right now this semester as well

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



because the University has announced that tuition fees are going up for international students. The fee increase is anywhere between 10% and 15% depending on program, so this is a very heavy hit for our international students who are already paying the highest fees in the country. It becomes super difficult to budget as an international student coming into this thinking that you have this much money that it will take to get your post-secondary education, but every single year the tuition hikes keep going up because the international students' fees are unregulated, so universities can jack them up as much as they like. So basically that's what's happening. A bit of it has to do with the 10% tuition reductions, so universities are having a big revenue loss, so Canada tried to attempt to make up for that, so that's why you are seeing a lot of cuts to classes and the strictness around parking because the strategy is either to cut costs or generate income or revenue, so part of that is charging these fees onto international students who are relying on whatever...

Chair:

I am sorry but I am going to have to cut you off right there. Unless another member of the Board would like to extend Member Hassan's time.

MOTION: to extend the speakers time by 3 minutes.

Moved: Daniel Ofori-Darko

Seconded: Ariel Oleynikov

Vote on Motion

Motion carried

Horeen Hassan: [continued]

That is the case with international students so we are also looking for domestic allies, so domestic students can speak up on matters that international students might not be comfortable speaking up on. It would be nice to get more allies or anyone that is interested in issues around international students and wanted to organize around that to reach out to me.

The other thing I wanted to highlight our Tap In campaign / Water is a Human Right. On February 14th I was tabling and we had an event called Save Water Break Up with Plastic. This Valentines Day event targeted at Ed Townsley from Hospitality Services. We made him cute little notes with little hearts on it saying 'Hey Ed, I love water, so you should break up with plastic and our campus should be bottled water-free', so that is something we are working on. Currently the group's organizing around World Water Day. If you are interested in any world water initiatives, or just issues around campus regarding plastic, then reach out to

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



myself and I can get you hooked with the group, so you can do some really good work.

The last thing I wanted to highlight was the CFS lobby week was over Reading Week, so the National Lobby Week was from February 17th to the 21st. Currently the Ontario Lobby Week is taking place right now and it's from February 24th to the 27th. There is a delegate from Guelph who has attended. I attended the national one and some of the issues that we were stressing was free education, student debt, indigenous rights, and that post-secondary education is a human right, fairness to international students, climate action, and student housing conditions that our students are currently facing.

If you have any questions about anything or my update, please feel free to reach out to me.

Chair:

Any questions for Member Hassan?

Ariel Oleynikov:

I want to confirm where the racialized group meets?

Horeen Hassan:

They meet in the CSA Boardroom.

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

- 11.7.1. President
- 11.7.2. VP Student Experience
- 11.7.3. VP Academic
- 11.7.4. VP External

Moved: Anthony Lenarduzzi

Seconded: Kathleen Nolan

Vote on Motion

Motion carried

11.8. Director Reports

Chair:

For the benefit of everyone here, 11.8. Director Reports is the time to update everyone on your activities as a member of the Board of Directors. Those that are sitting on committees, or things directly related to the organization. Any announcements that you have to make in regards to your individual organizations,

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



such as Student Unions, or anything outside of that, be saved for the Announcement Section at 11.13.

[name inaudible]

Safewalk Coordinator hiring happened today and it's very exciting to get someone hired.

[name inaudible]

My name is [inaudible]...I tabled [inaudible] the GM and I also founded the Health and Dental Plan Committee and I sat on the Jack and [inaudible].

I was also fortunate enough to attend our AGM and I am currently sitting on SHAC Assistant Coordinator hiring committee for our VP Academic. We just scheduled our meeting and I am excited to get things rolling with our hiring process.

I am also sitting on our Clubs Programming Hiring Interview Committee and have already scheduled interviews and have already reviewed and screened our applicants. I am super excited to be [inaudible].

[2? members waived]

[name not mentioned]

Today I sat on the Clubs [inaudible Fuel?] meeting, [inaudible].

[2+? members waived]

11.9. CSA Service Updates and Reports

Nothing reported.

11.10. Committee Updates and Reports

11.10.1. PBRC Report

MOTION: That the Policy & Bylaw Review Committee Report from Earl Evans, PBRC Chair, be received as information at the Board of Directors meeting on February 26, 2020.

Moved: Matteo Raso

Seconded: Emmy Luo

Vote on Motion

Motion carried

11.11. Business

11.11.1. Winter 2020 General Election Report – CRO

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



MOTION: To extend speaking rights to the CRO (Patrick MacCarthy).

Moved: Blakeney Smith

Seconded: Lolita Shallouf

Vote on Motion

Motion carried

Patrick MacCarthy (CSA Chief Returning Officer – CRO):

You would have all seen my election report as it is an agenda item and I would like to highlight a few things.

Overall we were very excited to reach quorum for the Executive Candidates and most of the Colleges however, the College of Physical Engineering and Sciences as well as Lang School of Business did not receive quorum. So when you the candidates tonight, you will only be ratifying three Executive Candidates and six Board Members.

I would like to highlight that we had no campaign infractions reported and no appeals regarding any decisions that we made. The appeals period closed earlier this week. Overall we had 20 students run for positions, which was a lot more higher than last years, so we are very happy about that. Essentially what our office does is that once the nominations are received, we verify the signatures against a list with the Registrars Office and then we support eh candidates with answering any questions ensuring policies are complied with, promoting the election, and organizing the Executive Candidate's form and stuff like that.

Candidates were able to campaign at the AGM, which was really great, and as someone mentioned before, it was great to see so many Board members there.

As recommended by pervious CRO's the previous voting period was five days, you will notice in the graphic provided in my report that the days in the middle of the voting period did not was not substantiated by more students voting, so we are looking at ways to try and increase student engagement., so I guess you can see on the Wednesday and Thursday that there were very few votes; like on Thursday we only got 57 folks vote, so that was a bit of a challenge. Polls closed Thursday at the end of the day on the 14th, and the results were announced to the candidates on the 17th, and were posted on our website by the 18th.

Finally looking to the recommendations section, mostly trying to increase more engagement for voter turnout. We're thinking about revamping the Executive Candidate Form, maybe doing some work to base things more online, and there

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



were also questions to having folks run on a bit more of a substantive platform, so that might be something we look at doing. These are all recommendations and your thoughts are always welcomed as you have been through this experience before.

If folks have any questions about the report, I invite them now.

Chair:

Are there any questions regarding the CRO report?

[no questions posed]

MOTION: That the Winter 2020 General Election Report from Patrick MacCarthy, Chief Returning Officer, be received as information at the CSA Board Meeting on February 26, 2020.

Moved: Blakeney Smith

Seconded: Kathleen Nolan

Vote on Motion

Motion carried

MOTION: That the results of the CSA Winter 2020 General Election, as reported by the Chief Returning Officer, be ratified and now declared official; and

RESOLVED that the following members be ratified to the 2020-2021 CSA Board of Directors, based on the official results of the Winter 2020 General Election:

Executive

President

Tyler Poirier

VP Student Experience

Sara Kuwatly

VP External

Horeen Hassan

College Representatives

College of Arts

Areej Amer

Bella Harris

College of Biological Sciences

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Katy Oada
Maya Persram

College of Social and Applied Human Sciences

Jessica Krawitz
Laura Wilson

Moved: Lolita Shallouf

Seconded: Matteo Raso

Vote on Motion

Motion carried

11.11.2. Candidates' Package – Winter 2020 By-Election

MOTION: That the **Candidates' Package: Executive Positions** for the Winter 2020 By-Election be approved at the CSA Board Meeting on February 26, 2020.

Moved: Lolita Shallouf

Seconded: Anthony Lenarduzzi

Lindsey Fletcher:

This was a discussion that happened between Exec and Core Staff that when then asked that it be brought to the Board to be discussed. Recognizing that in the Candidate's Package there are commitments for the Executives to sign off on that are not aligned with those that are in the Bylaws. As such I see that as a concern that we're making candidates sign commitments that are not in policy or bylaws. So, there should be discussion on that.

Dena Van de Coevering:

To speak to the VP's concern, the item that was actually withdrawn from the agenda this evening is actually the motion to place the requirement in relation to secondary employment outside the CSA in policy. However a decision was made to send to the PBRC before final review before it comes to the Board. So there is intention to bring those items into policy.

Lindsey Fletcher:

In the Candidate's Package the only item it said was under review was limiting enrolment to 1.0 credits, not secondary employment. For me I perceive limiting secondary employment as a barrier to those from lower socio-economic [inaudible] because [inaudible] to take on additional employment opportunities as a means to meet their basic necessities. That's where my concern stems with having that commitment there. Especially since it is not grounded in any specific policy yet. If it is in the future, then that is a discussion when it goes to being

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



enacted in policy, but as it is not now, I would like to see it removed from the Candidate's Package.

Claudia Idzik:

I would also agree with Member Fletcher. If this is a measure of accountability, there are other ways to keep Executive and other members and staff accountable such as the Executive Evaluation Committee. We also do other things like Activity Logs, some of us keep log hours. As some of you may know, I have a second job; I love it. It's not just a barrier for wealth and money, it also is sometimes important for other reasons such as mental health.

Emmy Luo:

I would like to clarify. Were the candidates aware of the secondary employment restriction when they were running, or [inaudible]?

Dena Van de Coevering:

Two items. The Candidate's Package is something that is reviewed with the candidates at the All Candidate's Meeting essentially during the election period; it's after nominations; which this will be available after our elections on the website throughout that time. It's reviewed with them, so they are aware when they sign the commitment pending the election results; that this is what they would be committing to.

Blakeney Smith:

So, these concerns being raised...is this a different Candidate's Package than the one that was used in the General Election?

Dena Van de Coevering:

No. Can I motion to extend speaker rights to our CRO?

Chair:

Speaking rights were previous provided to the CRO [during his report above]

Patrick MacCarthy, CRO:

Thanks folks for all your concerns around this. As the President mentioned previously, the Candidate's Package that is available for the by-election is identical to the Candidate's Package that was provided in the General Election. This was available to candidates prior to their nominations on our website and discussed at the All Candidates Meeting. I understand that there are concerns with this, but the idea behind this commitment form is that we want to ensure that your Executive role is your first priority and that we are aligning this with other commitments that we have within the CSA. For example: As a staff member I cannot work more than 15 hours per week, because I am a full-time student, so we recognize that being a full-time student is a full-time job and that having other

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



commitments outside of that is probably not good for folks mental health, and is probably not good for job performance either. This is another way to align those things together. It goes along with our class limit; we are looking at having a limit of one class while you are in an Executive position. The University suggests that you spend 12-15 hours per week on one class, so that aligns with the commitment of limiting that one other part-time job to 15 hours per week.

I understand that there is some economic concerns, however I have done some research on that. The Executive positions pay \$36,000 per year before taxes, Statistics Canada low income cut-off line for cities that are Guelph-sized for a single person is \$22,000 per year. So, \$36K per year is significantly higher than that and the salaries are published and available to folks before they chose to apply for this position, so they are well aware of the constraints that may come with that. Overall, as an Elections Office we feel that this is an important document to have, and it aligns with what previous candidates had, so it's something we would like to see put into the Candidate's Package for all future elections.

Cameron Stotts:

May I ask a question first and then comment on the answer after that? I would like to ask a question first, then comment on it after.

Chair:

This would be a great time to mention that if you do have questions, a Point of Information is a good way to jump into a conversation before your time on the Speaking List. In this instance, it would just be your question, then I will add you back onto the Speakers List as a second time speaker.

Cameron Stotts:

I am looking for confirmation, verification first, that you did have a meeting with all the candidates and that is when you discussed this current package that we are looking at right now? However the changes that are in the package are not in the bylaws? So, you gave a package to the candidates that are not in the official bylaws for the Executive staff?

Patrick MacCarthy, CRO:

Bylaws are a guiding policy that shape the organization. Many of the details in the Candidate's Package are not included in the policies and not included in the bylaws and that is specific and quite common across many organizations. The goal that the individual details change constantly. For example, we are looking at updating social media; it doesn't list social media in our bylaws. That's something that as the Elections Office and the Elections Team, we have discretion to make changes to. So, while it's not explicitly in bylaw, it doesn't have to be to be included in this.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Lolia Shallouf:

I think this is a really important topic and I know that I agree with Member Fletcher and Member Idzik. It's not just financial, it's mental health. In addition, I love research and I love numbers (I am in accounting), but some people make means for other things. There are people that make money for other people; there are guardians for other people. So maybe they are making money for other [inaudible]. I think if it has a limit to school, then that makes sense, but in terms of their job, then I don't think it's necessarily fair.

Lindsey Fletcher:

I want to echo my [inaudible] comments. There are other means for accountability. Perhaps better wording would be to prioritize the job of the CSA, but to limit outside commitments to the CSA; that it is very very big, and that could mean a whole number of things. For example some people spend time with their family. I don't get to do that because I am away at school, so if I turn to second employment then that job becomes my family. I'd like to spend time there. I don't think that one job can defeat what I do outside of my own free time. That's not something that a job should be doing in my opinion. I echo Member Shallouf's comments that \$36,000 is the salary for Executives before taxes; recognizing there are taxes, a lot of us will be paying rent here; basic living expenses as well because many of the people that come into these roles are either recent students or recently graduated. There is the potential that student loans will start to be needed to pay back and that expenses will need to be paid back regardless of whether Guelph says that \$22,000 is the low-income cut-off. That doesn't necessarily mean that on \$22K per year that everyone can provide for all of their living expenses or what the average person requires for those. I think that's something to keep in mind and there are a lot of reasons for outside employment, or other commitments that people make that need to be made friendly consideration that it's on our own free time.

Kathleen Nolan:

I wanted to speak in support of Member Fletcher and Member Shallouf. I think that limiting people's free time is silly and it already says that they are required to work 37 hours per week. I don't see how having external employment outside of that would affect their performance during those 37 hours.

Claudia Idzik:

Echoing what Lindsey said, my student loans are literally double my rent. So, every month I pay double my rent plus my rent. I would encourage individuals to amend the package at this point; if anyone feels free to do so.

Blakeney Smith:

Point of Information

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Chair:
Yes

Blakeney Smith:
Is this document legally binding for the Executives that sign it?

Patrick MacCarthy, CRO:
Yes. That's the point of it; to be contractually binding. So you are aware; all the Executive positions that you have ratified have this contract.

Cameron Stotts:
Things that everyone else has said, I won't repeat it for the sake of time. One thing I would love to motion is just to strike this from the agenda. Can we strike this or table it?

Chair:
For the benefit of the Board, you can table a motion to a specific time, or you can postpone indefinitely and bring it back at a future meeting. Those would be the two options for delaying. You can vote it down, to reject the package. You can vote it for approval to accept the package. Does the Board have rights to amend this package given that its something produced by the Elections Office?

Earl Evans:
I would say no as they have not approved this document in the past. I have two concerns. One is that it would be nice to have PBRC to review this as was stated right at the beginning of this conversation. And secondly, you have three members of Executive that have signed the Candidate Commitment Form and right now we're talking about the fourth, so you would have a Executives at different signing levels.

Kathleen Nolan:
Is it required that this package be approved by the Board before the candidates sign this package this semester?

Chair:
I believe that the CRO stated that this has never been approved by the Board before.

Kathleen Nolan:
Is it required though?

Chair:
In that sense, no.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Patrick MacCarthy, CRO:

It is not. The only reason we are discussing this tonight because at a previous Board meeting we were requested to have this specific package for this by-election approved. It has not, in my memory or the PTM's memory, ever been approved. That's part of the concern we have is that the idea is that you should be aware of this for your information, but it's not at the discretion of the Board to amend.

Chair:

One further thing for the purpose of the Board is that you could send this to committee; in this case I believe PBRC would be the appropriate avenue. At which point the committee can review this and bring it back to the Board with their findings and recommendations for the Board to discuss and approve. So those are the options in front of the Board because this is something that has not been done with the Board previously.

MOTION AS AMENDED: to table this [the Candidate's Package] document until such a time that it has been reviewed by the PBRC;

Moved: Blakeney Smith

Seconded: Emmy Luo

Blakeney Smith:

I think that there is no basis for a contract between our Executive Members and the organization that has not been approved by the Board of the organization or it's general membership. As such I think that this definitely needs to be reviewed by the PBRC before we should consider accepting it as a Board of Directors.

Lindsey Fletcher:

I would like to see this coming forward with a specific deadline at a future Board Meeting of this term. This issue was opened when it came to my attention that the candidate's package at the beginning of the Winter General Election and has come to the Board for discussion. So to keep this one moving, I would like to see an amendment to the motion, so we can have a set deadline and I am open for suggestions for when that would be a reasonable timeline.

Dena Van de Coevering:

So unfortunately this document has a quick turnaround. I don't know what the Board would like to do, but our nominations opens today, and this is our candidate's package for that nomination period, which is closed next Tuesday. So I don't know what a realistic timeline will be to better move this document into the eyes of the Board; but just be mindful of the timelines for the by-election and this document needing to be present with or without the amendments.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Cameron Stotts:

I can totally understand there is a time constraint to this, but I personally feel uncomfortable passing a policy for the only reason that there is a time constraint. So for me, I don't feel comfortable voting on this and approving of it yet, so I don't want it going out into the general public. That's why for me, I wouldn't vote in favour of passing it now and I do want to see it being reviewed further.

Emmy Luo:

I totally agree. With Cameron's sentiments because I recognize that while there is a need for this kind of a package, I was wondering if there was a way we could let them know that a certain part of it has not been approved and I'd let them know what is being under review and making them aware of that.

Patrick MacCarthy, CRO:

Thank you folks for your interest in this; it's great to see you so engaged in the conversation. A couple of things I am noticing; this is not policy and this is not bylaw. It's meant to accompany that. A lot of the things in here aren't in policy or bylaw and being without a Candidate's Package during an election period will be challenging. I understand that time is never a reason to rush things, however I would say that this package was used in the General Election and no concerns were brought to me or the Election Office. Member Fletcher did ask me about it, but other than just asking me if this was in the package, this was the only conversation we had.

I'd also remind folks that this allows for outside employment of up to 15 hours per week, which I think is quite reasonable and the goal of this is not to limit people's ability to do stuff outside of work. The reason this was brought forward was that it was noticed within the organization that in previous years there have been challenges with people working during business hours and not being available for minutes and this is something to rectify that.

Ariel Oleynikov:

I know there are a lot of folks that feel uncomfortable with what we said, but I am wondering...I sit on the Senate and I sometimes we send out electronic letters and I know that's a way to combat the time constraints...if that's something that is possible if folks want to go an have conversations about this.

Chair:

I don't believe that as an organization we do electronic voting for items for the Board of Directors. That's something that perhaps in the future could be amended into bylaw and policy, but it's not something we are currently at liberty to do within our current rules structure.

Claudia Idzik:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



If someone could clear it up for me; I am not really understanding why this Board cannot amend this package because the Board oversees the Elections Office. So if anyone here can explain to me why we can't amend this as it's technically legally binding for this candidate and it's the VP Academic that understands the constraints of mental health and academic matters on campus

Earl Evans, PTM:

I am a little uncomfortable with the Board of Directors affecting practices in the Elections Office when the candidates are subject to those rules and those practices. Generally speaking, an elected Board does not affect decisions made in an elections office, whether it's municipal or other places. I am a little uncomfortable with that if the Board is affecting what happens in the Elections Office. The Elections Office should have the ability to make rules that would affect people running for office.

[unidentified speaker]:

So right now, this was unapproved given to the candidates through the General Election and now it needs to be approved because it's by-election specifically?

Patrick MacCarthy, CRO:

As mentioned before, it is not policy for the package to be approved. As any other election document approved by my office, it didn't need approval. The only reason we are approving this tonight, is because I am required to present it to you, because you voting that I present it to you at a Board Meeting. So, the reason it is here is that you asked it as a Board to be here, not because it should be presented, or because it had been, but because you wanted it.

Josh Moran:

You said one of the issues coming forward was that people are working within their office hours and participating in their second job that way. I was wondering if it would be better to have a sworn commitment to not work on a second job within office hours, rather than [limiting outside activities].

Lindsey Fletcher:

I completely understand your point. Given what is outlined in policy and bylaws right now and the nature of the Executive roles there's no set hours of when we need to be at work. I think we make our own hours and are responsible for doing so with the only guideline a minimum of 37 hours a week. But again, that might be something that PBRC would look into is set hours with some flexibility as Board meeting and other meetings are not set within regular working hours is one thing of concern. I understand that concern of not amending at the Board because it's a document of the Elections Office, but in the interest of a tight timeline, can we not approve it as amended for the purpose of this by-election and then refer it to PBRC for further review and then it can return forward, because the motion from

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



the last Board meeting was for approval, and if we're not willing to approve this, it can't be used in the election that is happening right now. Should there not be some flexibility that we cannot approve this with amendments based on the direction of the Board, for the purpose of this by-election, but that it be referred to PBRC for review.

Earl Evans, PTM:

I suppose there is the hope that the Board will say that this should be in the domain of the CRO to approve this, again stressing that we have three members of the Executive who have signed this commitment form and right now were are talking about one Executive position that would be subject to what we are talking about tonight. The staff that worked with this, the CRO and PTM, are hoping the Board will say that this is up to the CRO to administer the elections and the Board should not be involved in making rules that affect themselves.

Chair:

We seemed to have strayed a little bit. Right now we are discussing the motion to send this to committee. Try to keep the discussion focused. I know it's related to the discussion, but we need to be focused on just the motion to submit this to committee.

Blakeney Smith:

I find it unacceptable and even insubordinate that the Elections Office should draft what is essentially an employment contract for Executive positions stipulating responsibilities outside of those in our policies and bylaws. That is not the Election Office's purview. If it had to do with the election and behaviour during the election, I think that's perfectly acceptable, but I think they are talking about limiting the freedoms of our Executive members after they have been elected and once they are employed by the CSA and that's not the Elections Office job.

In terms of the upcoming election, I think it's fine if this document is used as an outline and not a legally binding contract, because I don't think that this organization should let this document be a legally binding contract without the approval of the Board of the general membership. And that's my concern. I feel strongly that this needs to be sent to PBRC. If there are articles in this document that should be incorporated into policy and bylaw, it should be incorporated into policy and bylaw, not by a contract, written by a [inaudible] office, without approval by the Board or the membership.

Cameron Stotts:

My question was answered previously.

Claudia Idzik:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



I would vote against this motion to send this to PBRC because of the timeline of the discussions that we have had. I would be wary of the wording that the PTM is using, that the Board does not directly affect the Elections, however from my understanding you have the power to direct and amend these packages.

Patrick MacCarthy, CRO:

I would be concerned by the Board amending an election package produced by the Elections Office because it's a very challenging precedent. At that point the Board could amend the package to basically include or exclude anything it wants to. A lot of the information within the document is not in policy and bylaw and that is intentional of policy and bylaw. Policy and bylaw is not meant to contain every piece of information because that would be far too onerous, but it wouldn't allow for the freedom of an organization to adapt to the climate that it is in. I understand that folks find this a bit challenging; I would like to reiterate that there is no malicious intent in producing this and that the goal here is very much in the benefit of the organization as whole. I think as an organization and an employer we are very flexible with both full-time and part-time employees and that the flexibility that is provided within this organization is not provided within other organizations and even in codifying some of these changes it still remains very flexible. This is not to limit folks sense of freedoms, but it is meant to emphasize the importance that this is an important and major commitment that should always be the number one priority of the person that holds the position.

Lindsey Fletcher:

Point of privilege: If we can get the motion on the board, that would be most appreciated, so I can read what I am talking about.

Earl Evans, PTM:

Would you like to take a recess while we do it as we don't have the ability to do it instantly.

Lindsey Fletcher:

Can you do it while I speak, or if you prefer a recess then that is OK?

Chair:

If a Member prefers a recess, [then] it's not our choice to make.

[unidentified speaker]:

Point of information: During a recess, are we allowed to casually discuss this?

Chair:

A recess would essentially be outside of the normal Board Meeting so you can discuss freely outside of the Board Meeting. It's not an in-camera item or anything.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Cameron Stotts:

I have a question for the CRO. So if we pass this, you said at the beginning of this discussion that it is legally binding, so if you do have another job, then they could lose their Executive job, but we have also stipulated that it is not legally binding, so I am wondering: which one is it? If we pass this, and we find out that they have another job, could they lose their Executive Position, or is it flexible?

Patrick MacCarthy, CRO:

It's only legally binding in the sense that, in the Candidate's Package, there is a commitment here. It says that 'a copy of this document will be provided as a requirement of the nominations package. When they sign it, that's when it becomes legally binding. Just including in the Candidate's Package doesn't make it legally binding, it just means its information for them when they sign the nomination form, they legally bind it. I hope that it wouldn't ever come to that point, and the goal isn't to come to that point. The goal is to have the availability for the organization to have recourse when it is found that folks aren't living up to their job requirements: it's 15 hours per week, not no job at all.

Lindsey Fletcher:

If they are not living up to their job requirements that shouldn't automatically be reflected on their free time. It should be focused on the workplace and there's a distinction in that, but this is blurring the line of...

Zachary Rucchin:

You mention that it's not necessarily about limiting the agreements, but I think defining as 15 hours per week as outside your role as an Executive; as opposed to emphasizing and fulfilling those responsibilities. I think it could be reworked a little bit, not...definitely as is it is a limiting statement.

Chair:

Refocusing the discussion a little bit: this is to send this to PBRC, not the motion in full.

Dena Van de Coevering:

Being mindful that this package; it's not traditionally approved by the Board of Directors. I would suggest that instead of sending this package to the Board of Directors, that we work through the policy at the PBRC and not this package. And therefore based on policy amendments by the PBRC, we can then reflect that back into the Candidate's Package with the Elections Office controlling that. Because this is their entity to control.

Emmy Luo:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



So kind of what you're saying is that we should leave the package as it is, approve it for now; and then go back and maybe talk about policy and then implement the policy; [inaudible] so that [inaudible]?

Dena Van de Coevering:

I am not necessarily saying that we...I really don't know how to move forward from this position, because I do agree that this document should be edited by our Elections Office. So potentially it's a recommendation by the Board to the Elections Office to put either under review, with the limiting secondary employment options as it's shown here of that it's under review here in relation to the 1 credit per semester. So putting that recommendation that under adding 'under review' to the Elections Office that line in the Candidate's Package, so that we can then use this package for our upcoming by-election. And then secondary to that, bringing policy amendment in policy conversations to the PBRC. And then based on those conversations what that looks like having that brought to the Board for approval then from there having that reflected back into the Candidate's Package for Board review.

Claudia Idzik:

I don't know who to direct this to...but if we approve this motion of bringing it to PBRC, does that mean, because I don't know when PBRC is meeting next, so it goes to PBRC, then policy, then to the Board, does that mean that this potential VP Academic would sign the package as is? And is an Academic, or is any candidate allowed to run without signing this? Because if it is legally binding, then can they sign the package, or can they have all the nomination signatures, not send the package, so that this is technically not legally binding, but still run without signing this package?

Patrick MacCarthy, CRO

I think you have two questions there, so I will try to answer both. The first one is, the next Board Meeting is on the 11th, and the idea was to have the election results ratified on the 25th, so as mentioned before that timeline is challenging. I don't think that PBRC has a standing meeting at this time. That's why we received this PBRC report earlier, so a special meeting for PBRC would have to be called.

I echo the President's statements about that, but right now the nominations package includes this commitment form and as I see it, the nominations package without the signature...I don't think it would make much sense to have the commitment form there and have some folks sign it and some folks not, there has to be consistency. It would either be in the package or wouldn't be in the package otherwise depending on who would get elected, then one person would adhere to this because they signed it, and another person wouldn't adhere to it, because they didn't sign it. I think that causes some confusion. So it's either there or it's not.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Claudia Idzik:

Point of clarification: So if someone signs this, they have to agree to everything in here, otherwise they can't technically run as a candidate?

Patrick MacCarthy, CRO:

That is how it stands currently.

Lindsey Fletcher:

Bylaw number 1, Section 4.2.8. The Board shall have the ability to inspect and audit any activities of the CSA. Does this not include the Elections Office? Would that not cover the Elections Package?

Earl Evans, PTM:

Depends on how you look at inspecting an audit. I don't think you're inspecting an audit...

Lindsey Fletcher:

Inspections AND audit.

Earl Evans, PTM:

The Elections Audit you are directing it to make a decision I am wondering about.

Lindsey Fletcher:

Inspecting the activity of the Elections Office.

[unidentified speaker]

Who is the PBRC composed of?

Earl Evans, PTM:

Members of the Board, I am, the PTM is the Chair, and there is one membership member, if you know what I mean. And there are two or three members of the Executive; three members of the Executive.

Blakeney Smith:

Point of information: Earl, can we conceivably have a PBRC meeting between now and the next Board meeting?

Earl Evans, PTM:

Yes, if the members are available. That's two weeks, right?

Blakeney Smith:

I wish to amend this motion. I've got it on paper here if you would like that.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Chair:
Yes please. That would be quite useful.

Lindsey Fletcher:
Point of privilege: Can I get it put onto the screen?

Chair:
The amendment reads, 'Motion to move that the document...'

Blakeney Smith:
Would you like me to read it? I have terrible handwriting.

Chair:
Yes, please.

Blakeney Smith:

MOTION: to move the document to committee to determine whether the document is within the Election's Office's purview,

RESOLVED that the package be used in a non-binding manner until such a time that PBRC recommendation is approved by the Board.

RESOLVED that the Executive members be held to their responsibilities as outlined in the CSA's existing policy and bylaws until that time.

Chair:
As for that final clause, I would rule that out of order because that's already...by being in policy and bylaws they are already doing what is expected of them.

Blakeney Smith:
I will amend that to a Whereas then, whereas Executive members be held to...

Chair:
Yes, that would be perfect as a whereas clause.

MOTION:

WHEREAS the Executive members be held to their responsibilities as outlined in the CSA's existing policy and bylaws until that time.

RESOLVED to move the document to committee to determine whether the document is within the Election's Office's purview,

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



RESOLVED that the package be used in a non-binding manner until such a time that PBRC recommendation is approved by the Board.

Moved: Blakeney Smith

Seconded: Lindsey Fletcher

Blakeney Smith:

I've been saying that [inaudible] the Elections Office should not be determining the terms of employment of our Elected Executives, and members outside of their work hours. I think that is unacceptable of any employer, particularly of a Student Union.

MOTION: to take a three minute recess so the PTM can get the motion up on the screen please.

Moved: Lindsey Fletcher

Seconded: Kathleen Nolan

Emmy Luo:

Point of information: how many members do we need to make quorum?

Earl Evans, PTM:

Twelve.

Chair:

Is there any amendments to the time to take for the recess?

Ariel Oleynikov:

I would like to amend it to 5 minutes.

AMENDMENT TO THE MOTION: to take a five minute recess, so the PTM can get the motion up on the screen.

Moved: Ariel Oleynikov

Seconded: Kathleen Nolan

Vote on the Amendment

Motion carried

Vote on Amended Motion

Motion carried

Chair:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Please be back at 7:28[pm].

Chair: We'll call the meeting back into order now.

AMMENDED MOTION:

WHEREAS the Executive members are clearly held to standards and responsibilities as outlined in CSA Bylaws and policy

RESOLVED that the Winter 2020 By-Election Candidate's Package be moved to committee to determine whether the terms are within the purview of the Elections Office.

RESOLVED that the package be used as a non-binding outline until such a time that committee is able to produce a recommendation.

RESOLVED that that recommendation is approved by the Board of Directors.

Lindsey Fletcher:

Appendix G, Section 2.1. 'The role of the CSA Elections Office shall be to conduct CSA elections and by-elections in accordance with CSA Bylaws and Policies and any relevant directives as may from time to time be given by resolution of the Board of Directors;' Does that mean that the Board of Directors can provide a resolution to the Elections Office to conduct the by-election in a certain manner relevant to this package?

Earl Evans, PTM:

I am just hearing it, so I will leave that to the Board to decide.

Chair:

Is there any more discussion on this amendment?

Emmy Luo:

Point of information: 'the committee' is the?

Chair:

Policy and Bylaw Review Committee

[unidentified speaker]:

Can we have it amended to state the name of the committee?

Chair:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Is there any member opposed to using the full name of the committee? If there is no member opposed, then that amendment can be made with unanimous decision.

Lindsey Fletcher:

I go back to my question about the policy. Does that [policy] not answer what this motion is asking? That is the Board of Directors, by resolution, sent directive to the Elections Office, on how to conduct the Elections would that not answer what the motion is trying to resolve?

Earl Evans, PTM:

I don't know how to answer that, we're trying to find the best instruction tonight for the Board to interact with the Elections Office and to make a policy package that will help the organization and not limit the Executive members as was mentioned.

Claudia Idzik:

Given that the policy that the VPA clearly outlined, I would suggest an amendment to the motion, to allow the Board to make an amendment to the package if they see fit and then bring it to the BPRC.

Chair:

Currently we have the initial amendment which was to send this to committee and the second amendment proposed by Member Smith which was to add the resolved clause, that it be non-binding until such a time that the committee can produce a recommendation, so that is out of order as you can only have an amendment to the amendment, and not an amendment to the amendment, to the amendment.

In regards to add the amendment to add the Resolved clause, I have member Smith next on the speakers list.

Blakeney Smith:

You are a member of the PBRC? No. I would give consent to the participate in the PBRC and I personally would like this to go to PBRC, because I am very tied and don't want to make a bad decision right now. And I am also not well read on the bylaws to make a decision on this particular matter. However, that's me, you guys can do whatever you like.

Dena Van de Coevering:

Recognizing that there are issues with this particular package, I still see validity in allowing the Elections Office, essentially owns the package itself, but I see the value in PBRC talking about the policy in relation to the package and then having the Elections Office reflecting that. As for the concerns for tonight, I don't know if it is possible to add in, as I mentioned before, under review in the section that there

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



is issue with the Board, so the package can continue. We'll be mindful of the non-binding outline, but then we're still mindful that the package stays within the autonomy of the Elections Office.

Lindsey Fletcher:

Point of order: would the original motion be out of order due to the policy 2.1?

Chair:

No.

Lindsey Fletcher:

If the motion is to determine whether it's in the purview of the Elections Office, but it's outlined in the Electoral policies that the Elections can conduct elections and bylaws would be added with relevant directives by the Board of Directors. Does that not invalidate what this motion is?

Chair:

It doesn't make it out of order, because if that is the only thing that the committee is tasked with reviewing, then they still would be able to review it and come back with the answer you have already presented. Even if it's a repetition of what has been determined at this Board. So it's not out of order, but that is a statement you can certainly make in regards to this. Once again, we are just discussing the resolved clause adding this is an amendment to the amendment.

Earl Evans, PTM:

Excuse me. Mr. Chair, do I see 11 members? Oh, I couldn't see Molly.

Blakeney Smith:

I want to address what Member Van Coevering said. Mabey, I misunderstood what you said, but using a contract under review is essentially meaningless because that the signatory is signing something that may or may not come into play and they can just choose not to accept the additional terms, because they have already signed the contract. I think that would cause more problems than it would solve. And that just using it as an outline and saying that these are probably what is going to be expected of you, but they are under review, and we're not going to make you sign anything right now, but you will have to follow these bylaws; that makes the most sense to me.

Claudia Idzik:

I know that our amendment, to the amendment, to the amendment, is out of order, but I would suggest getting a timeline in here given that PBRC has had difficulty meeting, given that we only have a couple of Board meetings left in the year, and given that we don't have summer, I don't know if we have [inaudible] or not, then

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



the next selection might have this current copy; I would give a deadline whatever order that would work in.

Chair:

That could be proposed as an amendment, after this amendment to the amendment is either approved or rejected.

Is there any further discussion to the amendment of the amendment to add the resolved clause.

All in favour of adding just the resolved clause to the motion.

Amendment to the Amendment Carried

Lindsey Fletcher:

I would like to Motion for an amendment. Motion to approve the candidate's package with the amendment to remove the outside commitment clause.

Resolve that the candidate's package be referred to the PBRC for review and recommendations.

Resolve that the updated Candidates Package be presented by the PBRC to the Board of Directors prior to April 1st, 2020.

[wording presented to the PTM so it can be projected].

And also including that last resolve clause that was in the amendment.

Chair reads the amended motion:

MOTION: that the Candidate's Package be referred to the PBRC for review and amendment. (changing it from the motion to review whether or not the Board is allowed to make changes to it).

RESOLVED that the Candidate's Package be approved with the limit to outside commitments clause removed;

RESOLVED that the updated Candidate's Package be presented by the PBRC to the Board of Directors by April 1st, 2020.

Lindsey Fletcher:

Point of information: why can't that last resolved not be deleted?

Chair:

Because if you are approving the package, you would not be approving it as a non-binding outline, would you not?

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Lindsey Fletcher:
Can we not approve it as a non-binding outline?

Chair:
I suppose you can do that. So it would be approved as a non-binding outline with the limit outside commitment clause removed.

Lindsey Fletcher:
Or should the second clause say amended to remove the outside commitments clause? And then it can proceed with the fourth resolve?

Chair:
That it be used as a non-binding outline? This is your amendment, so yes we can make that change to it.

Patrick MacCarthy, CRO:
Point of information: Member Fletcher, can you explain your reasoning to include that final resolve clause?

Lindsey Fletcher:
Recommended by Member Smith in a previous amendment is that it can be included as a guiding document as it's intended to be right now. But until it's reviewed and reflective of policy, whether [inaudible] it's current following this review by the PBRC that it not be a fully legally binding contract signed by candidates.

Chair:
So, this is the amendment to the amendment...[referring to projected image on screen?]

Yes, Member MacCarthy.

Patrick MacCarthy:
[inaudible]

Chair:
I need a seconder to the amendment to the amendment.

SECOND: Blakeney Smith

Chair:
Member Fletcher, would you like to motivate?

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Lindsey Fletcher:

I'm hoping that this can be a temporary solution to some of the discussion that occurred tonight. It gives us the opportunity to [inaudible] with the by-elections that are currently ongoing, however it also gives us the flexibility that a Candidate's Package and the commitments within it that may be noticed by PBRC reviewed and brought back to the board for discussion for future elections.

Dena Van de Coevering:

I'm concerned about it becoming a non-binding outline if the line of concern regarding the outside limits is being removed. To my knowledge, that is the only item that is not reflected in policy already. So I am concerned about creating a non-binding contract when there is only one item that's of concern and everything else is reflective of policy.

Patrick MacCarthy, CRO:

Just to speak to the President's point, if we make the entire package non-binding that means that I cannot enforce anything within it. So, I cannot say that posters are not in the right place so I am going to fine you. I cannot say you didn't submit this for approval and you have to take it down. So if we want to remove that line, that's fine, but the final result of that clause is it renders this package useless because there is no point to a candidate obeying something that is non-binding because I can't enforce it.

Chair:

Is there any further discussion to the amendment to the amendment?

[unidentified]:

Can I add another amendment, to this amendment of this amendment?

Chair:

No but if this amendment to the amendment is approved or rejected, then you could amend the amendment. There is a limit to how many layers you can have, but once one layer is resolved, you can add another layer back on.

Lindsey Fletcher:

Just to clarify that the Electoral Office would run the elections in accordance to CSA bylaws and policies, so even though this nomination package will be used as a non-binding outline there are policies in Appendix G that outline the process of elections would that not solve the issue that you are raising?

Patrick MacCarthy, CRO:

So while there are regarding that for example the entire fine section is not listed in policy; that's only in the candidate's commitment package: which social medias

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



are acceptable to use; that's only listed in the candidate's package; exact postering locations; only listed in the candidate's package; Again, as I mentioned before, the point of policy isn't for it to have all the details; the document should have all the details. So, while some things could be followed, the point of this package would be useless if it's not binding.

Chair:

Is there any further discussion on the amendment to the amendment? Member Smith.

Blakeney Smith:

I wanted to speak to Member Fletcher's question. Because the package will not be used as a binding contract we will have no authority to fine any candidates, or any such discipline like that...I think this is good.

Chair:

Is there any further discussion to the amendment to the amendment? Member Nolan.

Kathleen Nolan:

I am confused between the legally-binding aspect and the ability of the CRO to uphold the...like firing somebody versus it being legally binding and being able to take them to court are two very different things. So, what are we actually talking about here when we say that it's legally-binding contract?

Patrick MacCarthy, CRO:

I will attempt to explain this. I understand that this is confusing. Within the candidate's package, there is a section entitled Candidate Commitment Form. It is currently duplicated in the nominations package, which the candidate signs. By signing it, it becomes a contract. We're not necessarily talking about firing it, but we're talking about using that as part of the purview of the folks in the executive positions with the HR Committee. It would never ever be the Elections Office that would have any sort of authority to remove people from the position. It would always go back to the HR process and stuff like that. So that's the legally-binding part. But I also at the All Candidates Meeting have folks sign something saying they agree to what's in this package and if this package is non-binding then it doesn't matter whether if they agreed to what's in it or not, they can kind of do whatever they want. So those are the distinctions, but what we have had the most issue with is that some of the lines in the candidate commitment form, but the candidate commitment form is but a small part of the candidates package and it is the entire package, which is what is requested for approval.

Chair:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Is there any further discussion on this amendment to the amendment? Seeing none, all those in favour of just the lines in red?

AMENDMENT TO THE AMENDMENT CARRIED.

Chair reads the amendment [refers to screen].

Blakeney Smith:

Motion to amend the motion such that another clause is added.

RESOLVED: that any signatories to the Winter 2020 General Elections Candidate's Package have the option, upon the approval of the updated package, to transfer their contract to said package.

Earl Evans, PTM:

Do you mean the Winter By-election, because you said any candidates in the Winter General Election?

Blakeney Smith:

I meant the General Election, was that in winter?

Earl Evans, PTM:

The election just past?

Blakeney Smith:

Yeah. If I may...Member MacCarthy shows a concern that this would result in different Executive Members having different stipulations placed upon them, I believe that this should resolve them.

Chair:

One last time starting from 'Candidate's Package'.

Blakeney Smith:

I'll start from the beginning.

RESOLVED: that any signatories to the Winter 2020 General Election Candidate's Package have the option, upon the approval of the updated package, to transfer their contract to said package....or however you would say that in legalese.

Chair:

Thank you for bearing with me...does that look right?

Blakeney Smith:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Yes.

Chair:

Is there a seconder for this motion to amend the amendment? Seeing Member Stotts...just a moment. Member Smith, would you like to speak to your amendment?

Blakeney Smith:

CRO MacCarthy, sorry is that your name? [yes] brought up the concern that this motion would result in certain members of the Executive Committee having different stipulations on them than other members. Mainly, the VP Academic would not be bound to the same terms as the other VPs and the President. I believe that this amendment to the motion will eliminate that concern.

Chair:

Is there any further discussion to just the amendment to the amendment? Seeing Member Pacheco.

Michael Pacheco:

Point of information: Can this amendment be explained to me in layman's terms? Because I am very lost?

Chair:

Member Smith.

Blakeney Smith:

So, it is my understanding and once I'm finished speaking I would be happy if CRO MacCarthy could interpret what I say. To my understanding as part of the elections process is that candidates sign a Candidate Consideration Form, or [commitment] Candidate Commitment Form, which amounts to a contract, binding candidates to certain terms; including during the election period and during their employment period should they win the election and become an Executive of the CSA. The stated issue with the latter, and I chose....am attempting to amend the package attempting to take measures such as the upcoming by-election, the upcoming VP Academic, who stands to be elected, will not be bound to certain terms that currently exist in the package. CRO MacCarthy rose concerns that should we go through with this, three members of the Executive Committee would be bound to terms that one member is not, it would be unequal. I introduced this amendment to the amendment, such that the ratified executive members from the 2020-2021 Academic year should have the option to be employed on the same terms as the VP Academic that is elected in this upcoming by-election.

Patrick MacCarthy:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Point of information: I'm wondering if that's out of order, because the original intention of the motion is to approve this package and not to relate anything outside...[we're not discussing the package] ...but we're amending an amendment to a motion, when the whole point of this motion was to approve this package, not retroactively affect things that have already happened. So to me, we can talk about this package as much as we want, but I don't think it's in the spirit of the motion to change what's already happened.

Blakeney Smith:

If I may, the motion that is being amended...the motion that's amendment is being amended is not the motion to approve the package, it was the motion to move the package to committee.

Patrick MacCarthy:

OK. I still think that...

Chair:

So, to speak to CRO MacCarthy's concern, the overall motion that is being discussed underneath this amendment to the amendment, is an amendment to the original motion, which is to approve the package. So the concern is if this is the...if this is added to it, as an amendment to the amendment, and that amendment is approved to the original motion, is the amendment in order with this stipulation added on to the approval or disapproval of the original motion? One moment please...[~one minute silence]...while I am reviewing this, is there any further discussion on the amendment to the amendment? Yes, Madam President.

Dena Van de Coevering:

It might be worth amending it to reflect on to the candidates that were ratified this evening as opposed to any signatories. Just because this is now the package that it would actually impact those signatories...the three elected individuals coming into office...opposed to all the candidates that ran in the...that ran in the Executive election.

Patrick MacCarthy:

Point of clarification: Also, this would be the approved package, so candidates could not switch their signatures until PBRC has reviewed it and it has been approved by the Board at one of their meetings....correct? Because this motion now does not approve anything.

Chair:

So, the motion is that it be sent to PBRC for review and amendment, and that the package be amended to remove the 'limit outside commitments' clause...[inaudible]...this is true, so it would have to be after it is approved, after the PBRC has reviewed it and presented their findings for the board to approve.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



There is not currently a line in this to approve the package only to use it as a non-binding outline...that is correct. [minute or so of silence] So as far as I can see, there is nothing stipulating that you couldn't add another paragraph to it to bind them to it, that would extend the reach of the motion. As far as I can tell, this is in order as it is presented. My apologies for the wait on that. That being said, is there any further discussion on the amendment to the amendment to add the resolved clause? Seeing none...all in favour of the amendment to the amendment? All those opposed?

AMENDMENT TO THE AMENDMENT CARRIED

One moment....[silence]...so this is the amendment as it now reads...is there any further discussion...back to my original speakers list...is there any further discussion of the amendment to the main motion?

Patrick MacCarthy:

As indicated by the President earlier I think it would be wise for someone to amend that first resolved clause, because right now I would have to ask any candidate whether they ran and succeed...whether they ran and were elected, or whether then ran or not, and whether they ran for an Executive position, or a Board position, all 20 people would need to be presented the option to change their signature and that doesn't seem reasonable. Especially considering that by the time it gets approved, by the time it gets to the Board it will be well past the winter term. So I think an amendment needs to happen for it, and I think it still reflects the spirit of what you folks are trying to do.

Chair:

Alright, next on my speakers list I have Member Nolan, and then [inaudible]...

Kathleen Nolan:

I would like to move to amend the first resolved clause to say successful candidate in the winter 2020 general election, rather than any signatories to.

Chair:

Is there a seconder for this amendment to the amendment? Seeing Member Stotts.

SECONDED BY STOTTS

Would you like to motivate Member Nolan?

Kathleen Nolan:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Based on previous discussion, this is a good call as we will all have to ask every single candidate with the previous amendment, as we will not have to ask every single candidate with this amendment.

Chair:

Is there any further discussion on the amendment to the amendment? One second...small grammatical change to be made to make it correct. There you go....is there any further discussion? Seeing none.

All those in favour of the amendment to the amendment? All opposed?

AMENDMENT TO THE AMENDMENT CARRIED

Back to the original discussion, Madam President

Dena Van de Coevering:

Am I able to make an amendment to the last resolve? Or suggest an amendment to the last resolve item?

Chair:

You're allowed to make an amendment. Or at least a motion for an amendment.

Dena Van de Coevering:

Seeing CRO's comments in relation to concerns about fines and posting locations and other things like that if we make this whole package non-binding that limits the ability of the Elections Office to uphold the process of just the election itself. I think based on conversations here that it's reasonable to say that candidate commitment form, pages 7 and 8, would be non-binding. But allowing the other pages throughout the document that reflect in [inaudible] and posting locations and social media and things like that, still binding, so we can carry on with an elections as normally as possible.

Lindsey Fletcher:

There are parts of the policy that they would still be bound by when running this election. And that includes that the CAO and the CRO are empowered to levy fines and or disqualifying the candidates or referendum teams, or infractions in campaigning and or failure to meet prescribed deadlines as stipulated in this policy and the improved all candidate's package. So they are still bound by policies and our policies will allow them to proceed with the fines that are outlined in there.

Patrick MacCarthy:

I would disagree with that. I think the point of this being binding, is so that it is explicitly clear, and obvious to candidates, what they are doing. I think if we say

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



oh yeah, we can fine you, and then we don't lay out any sort of binding fines, that does not create the transparency that we are looking for; I think it should be very clear and explicit to candidates, what the requirements are, and having that in a binding package; I think is the most straightforward thing. So yes, they are still bound by policy, but that policy is not explicit enough to run the election in a fair and transparent way. That is why we have this package to begin with.

Chair:

Can you read that policy again, one more time?

Lindsey Fletcher:

Absolutely. For reference it is policy Appendix G, Section 18.2, The CRO and ARO are empowered to levy fines, and or disqualify any candidates or referendum teams [inaudible] practicing campaigning, and or failure to meet the prescribed deadlines as stipulated in this policy and the improved all candidates package.

Chair:

It says approved all candidate's package. That package will not be approved tonight, which means that anything stipulated in it would not be subject to that, because it wouldn't be approved. If I understand that correctly. Is that right PTM?

Earl Evans, PTM:

Yes.

Chair:

Member Stotts.

Cameron Stotts:

Can you possibly repeat what you are saying [inaudible]

Dena Van de Coevering:

So I would like to bring a motion to the board and amend the last resolve that is on this screen currently to say, instead of the package be used as a non-binding outline, it will reflect that pages 7 and 8 in the package will be non-binding. Essentially that is the candidate's package form will be non-binding, but everything else will be business as usual.

Chair:

Member Stotts?

Cameron Stotts:

Can I motion for that?

Chair:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Yes. You can motion to amend. The only reason that that hasn't happened yet is because you can't speak to the items and then motion. You have to motion as you're speaking...if that makes sense?

[silence]

So you said 7 and 8?

Dena Van de Coevering:
Let me triple check, so we're right. Yes.

Chair:

OK. So I am going to move that clause up, just so it's easier to read on the board. Don't be alarmed when you see that it is in a different place. So the

AMENDMENT TO THE AMENDMENT: that pages 7 and 8 of the package be used as a non-binding outline until such a time that the committee is able to produce a recommendation and that recommendation is approved by the board of directors.

SECONDED: Kathleen Nolan

Chair:

Would you like to motivate Member Stotts?

Cameron Stotts:

Yeah, I will say something quickly. So we've already talked a lot about why we believe that this should be non-binding, but I also believe as well that the CRO should have some power in this election to enforce fines/penalties to anyone that isn't following the contract, so I believe in that. So I think that this amendment is kind of like a win win situation in my eyes. It incorporates what we've been talking about in our concerns at the board, but it also helps out the CRO during the election.

Chair:

Is there any further discussion of the amendment to the amendment? Seeing none, all of those in favour of the amendment to the amendment? All opposed?

AMENDMENT TO THE AMENDMENT CARRIED

Returning to the speakers list, just changing the colour of the text. Is there any further discussion as I don't have anyone on my speakers list.

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



The amendment to the motion...any further discussion to the amendment to the motion? For everyone's benefit, I will read it one last time.

MOTION: that the Candidate's Package be referred to PBRC for review and amendment.

RESOLVED that pages 7 and 8 of the package be used as a non-binding outline until such a time that the committee is able to produce a recommendation, and that recommendation is approved by the Board of Directors.

RESOLVED that any successful candidates from the Winter 2020 general election have the option upon approval of the updated package to transfer to the updated package;

RESOLVED: that the package be amended to remove the 'limit outside commitments clause'

RESOLVED that the updated Candidate's Package be presented by PBRC to the Board of Directors by April 1st, 2020.

Chair:

Is there any further discussion with that said?

Blakeney Smith:

I just wanted to speak to this motion. Just one last time to explain why I spent so much effort in the last hour while we've been at this. I think it's clearly wrong that an office of the organization should be trying to dictate employment terms to our elected representatives outside of those dictated in our democratically decided bylaws and policies. I hope that members of PBRC will be able to check every term in this package for accordance with those policies and bylaws and if there are any terms in there that are not in accordance, we'll have to decide whether or not they should be added to the bylaw or the policy. Otherwise, they should not be in the package. That's my take.

Chair:

Alright. Is there any further discussion? Seeing none. All those in favour of the amendment? All opposed?

AMENDMENT CARRIED.

With this now added to the motion as the amendment, is there any further discussion on the motion itself? [inaudible discussion between PTM and Chair] It's a motion to approve the package with these amendments to it. Including removing

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



the limiting outside commitments clause and making pages 7 and 8 of the package non-binding.

Patrick MacCarthy:

Point of [inaudible]: It is not a motion to approve the package. Right? It is not, they are not approving the package tonight? Not according to what's there.

Chair:

Fair enough. So this is now the motion as it reads. Is there any discussion on the motion itself? Seeing none....all in favour of the motion as it is amended? All opposed?

Vote on Motion as Amended

Motion carried

With that, we will return to the agenda at 11.11.4.

~~11.11.3. NOTICE – Amendments to Policy Appendix G re Nominations~~

This item was withdrawn from the agenda.

11.11.4. NOTICE – Amendment to Policy Appendix C re Extension of Staff Contracts

WHEREAS the CSA Volunteer Policy is being revised under the direction of the CSA External HR Consultant, into a standardized and comprehensive volunteer policy;

WHEREAS the knowledge base of the current volunteer coordinators will be instrumental in the development of this revised policy;

MOTION: That **CSA Policy Appendix C, Section 8.1: Extension of Specific Positions**, be amended with the addition of two positions to assist with these revisions during the 2020-2021 academic year:

- FoodBank Volunteer Coordinator
- Bike Centre Volunteer Coordinator

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

Chair:

Is there any discussion on item 11.11.4? Yes, Madam President.

Dena Van de Coevering:

I just want to highlight that I speak in favour of this motion. I see the value in having returning staff over a period of several years, as this one being two. To be able to improve our policies and improve our work environment for our volunteers

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



that spend time with us and give their energy during their time at school. Being able to further develop the coordinators knowledge they're able to further develop our policies and further improve the experience of volunteers in the CSA only making it a better environment.

Chair:

Is there any further discussion? Seeing none, well move to 11.11.5.

11.11.5. Teacher Excellence Award – Selection Committee

WHEREAS the Teaching Excellence Award (TEA) has been coordinated by the Vice President Academic, as per CSA Policy Appendix A, Section 14.5.4;

WHEREAS a selection committee must be formed to review nominations and choose the recipient(s) of the 2020 Teaching Excellence Award;

WHEREAS the Selection Committee meeting is scheduled for Wednesday, March 4, 2020 from 9:30 to 11:30 am;

MOTION: That one College representative, one student organization representative, and one additional non-Executive Board member be appointed to the TEA Selection Committee;

RESOLVED that the following CSA Board members be appointed to the Committee:

- [blank]

Moved: Lindsey Fletcher

Seconded: Kathleen Nolan

Chair:

Would you like to motivate Member Fletcher.

Lindsey Fletcher:

Absolutely. So, as I've said in probably all my board reports, the Teaching Excellence Awards is an annual awards given out by the CSA; coordinated by the Vice President Academic. There's currently nothing in policy that states the coordination of a selection committee; Personally I believe that I should not be making that decision by myself, I really want the input of the undergraduate students who may have had interactions, or have more broader community knowledge, which a faculty that has been nominated. As such, I am forming a committee and then, pending how this goes this year, I will be making recommendations to PBRC for a policy, for it to go into policy that a selection committee be struck on an annual basis to report this award. So for this time, we do have a meeting scheduled from 9:30 until 11:30; I don't expect it to take the whole two hours, but just allowing that time as it is a quite a quick turnaround to select the faculty that is going to be awarded this. It does need to go to student

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



experience the week following, [inaudible] however, would like to be appointed to this if you can be available starting that time.

Chair:

That being said, is there any discussion or volunteers for the committee? Member Nolan.

Kathleen Nolan:

I wanted to ask Member Fletcher if there is any flexibility in that time to reschedule possibly?

Lindsey Fletcher:

There certainly could be. I could book that time with the boardroom and I do have some flexibility in my schedule [inaudible]

Kathleen Nolan:

I would like to volunteer for that committee.

Chair:

So, you are a college representative correct? [yes]. Alright, thank you. So, then one student organization representative is also needed for the committee. Yes, Member Rucchin?

Zachary Rucchin:

I'll volunteer as a student organization representative.

Earl Evans, PTM:

Aren't you a college rep?

Zachary Rucchin:

Ah no, student organization.

Earl Evans, PTM:

Sorry.

Chair:

Is there any further discussion? Seeing none, I have Member Ofori-Darko.

Daniel Ofori-Darko:

For the one additional rep, I would like to as well do it.

Chair:

Is there any further discussion? Seeing none, I have Member Nolan, Member

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Rucchin, and Member Ofori-Darko. All those in favour of striking the committee and approving them as members? All opposed?

Members

- Kathleen Nolan
- Zachary Rucchin
- Daniel Ofori-Darko

Vote on Motion

Motion carried

Next we'll move to the last item of business, which is 11.11.6.

11.11.6. Solidarity Statement

WHEREAS the RCMP have unlawfully entered unceded territory and arrested peaceful land protectors;

WHEREAS the CSA has previously expressed solidarity with Indigenous nations;

MOTION: That the CSA host a student walk-out in solidarity with Wet'suwet'en on Wednesday, March 4, 2020 at 3:00 pm EST;

RESOLVED that the CSA write a statement in solidarity with Wet'suwet'en.

Moved: Ariel Oleynikov

Seconded: Kathleen Nolan

Chair:

Would you like to motive Member Oleynikov?

Ariel Oleynikov:

Yes. So the RCMP have been [inaudible] land for a really long time now. There were some peaceful protesters that were arrested back on January 7th and they still haven't left. So the peaceful protesters as well as the [inaudible] were arrested unlawfully and the rampant racism is still prevalent in society including on social media; it's really not hard to find it. If we want to continue to consider ourselves as people that care about the environment, and an organization that cares about the environment, and cares about justice, mostly about indigenous people who have been here long before us and will continue to be here long after us, we have to speak and put our money where our mouth is. It's our duty as people in privileged positions to stand up for folks who don't have our privilege, and make a space for underprivileged voices. So, the University of Victoria has sent out a national callout for all students to walkout on Wednesday March 4th, 12pm their time, which is Pacific Standard Time, so 3pm our time. Some of you may have seen

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



that fossil-free Guelph has already created an official event online for the walkout, so I would also like to amend the motion to say that we will co-host the walkout with Fossil-Free Guelph, which I am pretty sure that that would be alright.

Chair:

So, that's been previously discussed with Fossil-Free Guelph as an option? Because otherwise I don't believe it's in the power of the organization to make the decision to co-host it, unless we have expressed approval from Fossil-free Guelph [yes]...OK, I would still be somewhat hesitant to that, I would say that you could host it....would perhaps better wording be that it would be hosted at the same time as Fossil-free Guelph is hosting theirs? It's just because you can only approve a motion that you have the power to actually enact. Member Smith?

Blakeney Smith:

Can I amend the motion at this point?

Chair:

Yes, you can move to amend.

Blakeney Smith:

I wish to amend the motion such that the first clause reads the CSA hosts a student walkout in solidarity with Wet'suwet'en on Wednesday March the 4th, 2020 at 3:00pm EST in conjunction with the walkout hosted by Fossil-free Guelph.

[silence]

Chair:

Alright, does this look good for your amendment?

Blakeney Smith:

It's in the wrong spot.

Chair:

Oh is it? Goodness gracious. [laughter] Order. Thank you for catching that Member Smith. Alright, is that the amendment as intended? Is there a seconder for this amendment? Ok, seeing Member [inaudible]. Would you like to motivate Member Smith? [no]. Alright, is there any discussion on the amendment to the motion? Seeing none. All in favour of the amendment? All opposed?

AMENDMENT CARRIED.

Which brings us back to discussion about the original motion. One moment while I just change some text colour. Alright, back to the original discussion. I currently have no one on my speakers list....Member Hassan?

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Horeen Hassan:

I would like to propose another amendment. I would like to add another be it further resolved clause that states BIFR that a workgroup be struck to work on Wet'suwet'en's solidarity initiatives

Chair:

Alright. Tell me if this matches what you were looking for Member Hassan? [yes]
Alright. Is there a seconder for that amendment? Seeing Member Oleynikov.

SECONDED BY: Ariel Oleynikov.

Would you like to motivate Member Hassan?

Horeen Hassan:

I know that a lot of people around the table are invested in what's happening with Wet'suwet'en and I know that there's like a need to want to get involved with this issue and I think it would be best to um...like even if could write a statement I want more input from Board members and I want like input from Board members when it comes to any particular initiative that I try to organize or host. Um, when it comes to Wet'suwet'en solidarity. So, I know there's a lot of passion around the table and um, you know, I want their input and think it would be really really great if a workgroup can be struck. I do have a side question: could the workgroup be struck as soon as we vote on this?

Chair:

Oh, like you would want to determine the members for the working group? Or...

Horeen Hasan:

Yes, after we vote on this.

Chair:

Yes, so after you approve this amendment, or you could amend the amendment, you could add in that section to do it to approve members for it. [ok] Is there any further discussion? Member Smith?

Blakeney Smith:

Member Hassan, I wonder, like we have already got many active groups in Guelph and on University campus, specifically, working on the Wet'suwet'en solidarity initiatives. I wonder if you feel we should have one specifically for the CSA?

Horeen Hasan:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



So the reason why I feel we need to have a CSA group is that as an organization, if we are being told by our membership to make a statement on behalf of the organization, it's important that we have those voices who are on the board be part of a working group that helps to put that content together. When it comes to other initiatives, there's always going to be different capacities of different organizations to do different work. We will still be working in conjunction with, like working collaboratively with other groups as well. But doing what we can do as the CSA, but doing it meaningfully where we are doing it in consultation with Board members and our membership in general. So it's great to work with other organizations, who are already doing the work. Once a workgroup is struck, this group that is then struck, will determine how they would like to go about doing solidarity work, whether it would be in collaboration with other groups who are already doing that work, or whether its doing something in the name of like with the organization's name attached to it and doing other things just on their own. Um, so I think that's to the discretion of the working group and yeah.

Chair:
Member Smith.

Blakeney Smith:
I just wanted to remind Member Hassan [inaudible].

Chair:
Is there any further discussion of the amendment? Member Moran?

Josh Moran:
Just to speak as I agree there's a lot of people that are super passionate about it. I just think that support for it is sometimes smaller as of right now, I think that in order to give more people an opportunity to be involved, we should maybe hold off on selecting those [inaudible].

Chair:
Member Fletcher.

Lindsey Fletcher:
Just to clarify, a working group is defined as a committee of no set membership with an interest in a specific issue and [inaudible] gathering information. So we don't have to ratify members or anything. In accordance with CSA policy, Section A, Section 2.6.7. for your reference, so it could be just a call out for those that are interested, could send their information to Horeen to be added into that working group, but it's not defining that only those present here will be members of the working group.

Chair:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Alright. Member Oleynikov.

Ariel Oleynikov:

Also, the walkout is next Wednesday and our next meeting is not until the meeting after, so the linear time doesn't work like that.

Chair:

Member Moran.

Josh Moran:

Pardon my ignorance. [laughter] [laughs too].

Chair:

Is there any further discussion on the amendment to the motion?

Horeen Hasan:

Could we actually strike the group now? Or is that like a separate thing?

Chair:

So, no. Striking the group is the creation of it. [ok] And because it's ah, as per our policies, because it's a committee with no set membership it would be...ah..

Horeen Hasan:

We could just like reach out [inaudible].

Chair:

Yes. [ok] So, with that being said, is there any further discussion on the amendment? Seeing none, all those in favour to add an amendment to add a working group to be struck? All opposed?

AMENDMENT TO THE MOTION CARRIED.

Back to discussion of the original motion. Is there...do I have anything...[papers shuffle]...is there any further discussion of item 11.11.6.? Member Smith.

Blakeney Smith:

I just want to speak in favour of the motion. I want to speak to the Board before you vote. There's been a lot of discourse, particularly online and I assume in legacy media as well, concerning the idea of the rule of law around this issue. I'd just like to state that the educated opinion on this matter is that Canada, the RCMP, are, in their invasion of Wet'suwet'en lands in violation of both international law, as well as, the opinion of the Supreme Court of Canada, circa ruling, by a ruling circa 1997. So, if that is your concern, then I encourage you to

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



do additional research on the matter and hopefully come to a more educated opinion.

Chair:
Member Traynor.

Nicole Traynor:
If also we do wish to get more information, you can reach out to the Aboriginal Student Association, or the Aboriginal Research Centre and we'd be happy to help you.

Chair:
Is there any further discussion on the motion? Seeing none. All those in favour of item 11.11.6. the solidarity statement? All opposed?

Vote on Motion
MOTION CARRIED.

Next...that exhausts our business items for tonight. So we'll move to item 11.12. New Business, of which there is none for tonight. We will move to item 11.13. Announcements, starting on my left.

11.12. New Business
No new business.

11.13. Announcements

Earl Evans, PTM.
This is my last Board Meeting. Thank you everyone; enjoyed it. [clapping] Have some more cake. Thank you.

Dena Van de Coevering,
I want to extend a very big thank you to our PTM, for his time and energy given to this organization over the past several years and making it a very nice place to be. As for more organizational things, looking to you folks for support in getting folks out to be nominated for our VPA position, and also getting folks out to vote when it comes, because quorum is very difficult to get as you can see from our General Election we got quorum by 50 votes, which is terrifying, because this is an election for one person, there's one position, which will be even harder to get, so I'm strongly urging you folks to be involved with this election to help out your CSA, so we can get a full Executive. Thanks.

Claudia Idzik:

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Bye Earl. 248 days until Halloween and...going to grad school next year....bye.
[clapping]

Horeen Hasan:

That was the saddest applause ever. [laughter] It's cool....you're tired...I get it. I just want to say, thank you so much Ariel for bringing forth this motion. I'd like to encourage other Board members to like, you know, cause I know that there's things that you're interested in, and passionate about. I want you to bring those things to this space. If there's something that the CSA is lacking on, that you really want to see more initiative on, bring it forward. This is your Board. This is...you get to decide, and you get to direct this organization. And if you need help writing a motion, or understanding the jargon of how to write a motion, Cameron's available, or anyone else is available, I'm available, anyone's available to help you with that process of helping you do what you want to do. So feel free to reach out whenever, and you know, keep us accountable and get us to do the work you want to see done, because that's what we're here for, we're here to take direction from you folks, so don't forget that this is your student union.

Nicole Traynor?: [unidentified speaker]

That was a very entertaining first meeting. Um

Lindsey Fletcher:

Thank you all for being engaged and patient with the discussions tonight, it is very much appreciated. There are 64 days left of me as Vice President Academic, and just over 6 months until I start grad school, so enjoy these last 64 days with me.

[unidentified speaker]:

[inaudible] Tickets will go on sale on Monday March the 2nd, starting out at 10am. They can be purchased from uogwis.com. Tickets will be \$15 and that will include admittance into the actual venue. Of course the event itself: refreshments, a catered lunch, and social at Prescott's afterwards. We plan to sell about 600 tickets, so they start go by pretty fast. [Is it students only?] Yes, students....[interrupted inaudible...well I can't come]...alumni are also [great].

Michael Pacheco:

This is the first meeting where I stayed for the entire thing before, so that was something. But I don't really have whole too much, but just a kind of update on what I am doing. I'm going to plug my own election, because I am going to be running for the Board of Governors. So you get two votes; there's some other candidate there, so I encourage you to read the other profiles and give that second vote to somebody else; also give the other one to me. Voting closes Monday, so definitely vote on that.

[unidentified speaker]

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



[inaudible low voice] Thanks Earl again.

[unidentified speaker]

Same thing, just sending thanks to Earl. Enjoy retirement.

[unidentified speaker]

[inaudible]. Its only 303 days until Christmas.[laughter]. Also thank you Earl, we are going to miss you. Kazoo has, well we are running an event with people [inaudible] association until the end of March, March 25th. Its Movies for Mental Health. This one is more focused on the black community. So, there's going to be a really great panel and we're also showing two movies. I think we're also trying to get popcorn and also [inaudible]. So, mental health...good event. Yeah, I'll have more info on that shortly.

[unidentified speaker]

I just want to mention that the Canadian Federation of Students is currently standing in solidarity with the striking teachers in Ontario. So, if you guys get a chance, go out and picket with your favourite teachers if you're from the area; that was what the Niagara Convention was all about last Saturday. Also it is, Islam Awareness Week. The Muslim Students Association have all sorts of cool events going on. I went to a really awesome film screening right before this meeting. Also tomorrow night there is a free dinner from 7 to 9pm in the UC courtyard 2, from the Muslim Students Association, and they have a really cool keynote speaker named Dr. Mistufiq [sp?] so, check it out if you have time.

Blakeney Smith:

Thanks Earl. It's been great having you support us here at the board and it's been great talking to you regarding a number of things. It's a very very busy period for OPIRG. We've got our Rebel Knowledge Symposium 2020 Edition coming out this weekend. We've got workshops all...sorry we've got [inaudible] Saturday and we've got workshops; specifically geared towards local organizers on Sunday. We're going to be talking about stuff like the relationship between forced migration and climate change, Canada's roles and responsibilities to climate change, colonization, and environmental racism. Tactics and strategies for action and lessons learned from past movements and how they might apply today. Additionally, OPIRG is having their AGM sometime soon and we are also hiring the Chief Returning Officer for our elections and you can also run in our elections to be on our board, so if any of you are into environmental and social justice, please do check that out at, I think it's opirgguelph.org. Personally, I am trying to start a reading group focused on anarchism and anarchist theory, so if any of you are into that, please get in touch with me. [where is the symposium?] The symposium is here.

[unidentified speaker]

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



Thanks Earl. So, Interhall Council has our formal next Friday March 6th, and it's \$25; there's a three-course meal, there's a dance, for anyone that lives in residence. [inaudible].

Josh Moran:

Sticking with this theme, there's officially one day until February 27th. [laughter] Last week UofG Food Talk who is part of us had their ag day; down in UC. So thank you everyone that stopped by and asked awesome questions. We love running that event and we love to hear what people's views are on agriculture; thank you very much. And today we had our Brewniversity – which is a play on brew and university...for those of you that didn't know that. [inaudible] We also just had our MCC speaker event recently and talked about economic analysis and land crisis readjusting and ag commodities, so [inaudible] And also tonight's pub night is a Night in Panama pub. So, with all that being said, I'd like to wish you best of luck in this next stage of your life Earl [thank you] it's been very nice working with you. And I hope everyone had a great reading week and is preparing well for the rest of midterms.

Chair:

Member Hassan.

Horeen Hassan:

Since [name?] is not here today, I would like to say Miss Jay Alexander is coming March 2nd, so if you have not gotten your ticket, you should definitely do so immediately. Bring all your friends because it's gonna be a good talk to be a part of. And for folks who don't know who Miss Jay is, can you see the conversation happening over there, Miss Jay is from America's Next Top Model, you know if you ever...if you see the face you'll know it, so look for the face. [laughter]

Claudia Idzik:

It's only \$5.

Horeen Hassan:

It's only \$5, so bring all your friends.

Chair:

Alright. Thank you everyone for being here tonight. It's not that time yet, oh goodness, there was something I was going to say. Nope...I can't remember it, so instead we will move to 11.14. the in-camera session. Don't forget to remember that that exists.

11.14. In Camera Session

MINUTES

Board of Directors Meeting # 11
February 26, 2020 – 6:00 pm – UC 442



MOTION: to move in-camera to discuss the in-camera minutes from February 5, 2020.

Moved: Ariel Oleynikov
Seconded: Kathleen Nolan

Vote on Motion
Motion carried

MOTION: to approve the in-camera minutes from February 5, 2020.

Moved: Daniel Ofori-Darko
Seconded: Zachary Rucchin

Vote on Motion
Motion carried

11.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of February 26, 2020 at 8:58 pm.

Moved: Lindsey Fletcher
Seconded: Josh Moran

Vote on Motion
Motion carried

| | |
|--|-------------|
| Approved by the Board of Directors | Date: _____ |
| Signed _____ Cameron Olesen Board Chair, 2019-2020 | Date: _____ |
| Signed _____ Earl Evans Policy and Transition Manager 2019-2020 | Date: _____ |

MINUTES

Board of Directors Meeting # 12
March 11, 2020 – 6:00 pm – UC 442

| Board of Directors | | | |
|--|---|--------------------------|---------------------------|
| At-Large (Elected) Representatives | | Present / Regrets | Arrived / Departed |
| Molly Brenzel | College of Arts Student Union | Present | |
| Sumana Gupta | College of Arts Student Union | Regrets | |
| Kathleen Nolan | College of Biological Science Student Council | Present | |
| Simonne Clout | College of Biological Science Student Council | Present | |
| Daniah Al-Naseri | College of Engineering and Physical Sciences Student Council | Present | |
| Matteo Raso | College of Engineering and Physical Sciences Student Council | Present | D 10:05pm |
| Laura Wilson | College of Social and Applied Human Sciences Student Alliance | Regrets | |
| Jessica Krawitz | College of Social and Applied Human Sciences Student Alliance | Present | |
| Lolia Shallouf | Gordon S. Lang School of Business and Economics Student Association | Present | |
| VACANT | Gordon S. Lang School of Business and Economics Student Association | NA | |
| VACANT | Ontario Agricultural College Student Federation | NA | |
| VACANT | Ontario Agricultural College Student Federation | NA | |
| VACANT | Ontario Veterinary College Central Veterinary Student Association | NA | |
| VACANT | Ontario Veterinary College Central Veterinary Student Association | NA | |
| Member College Government Representatives (Appointed) | | Present / Regrets | Arrived / Departed |
| Ariel Oleynikov | College of Arts Student Union | Present | |
| Emmy Luo | College of Biological Science Student Council | Present | |
| Daniel Ofori-Darko | College of Engineering and Physical Sciences Student Council | Present | |
| Anthony Lenarduzzi | College of Social and Applied Human Sciences Student Alliance | Present | |
| Zachary Rucchin | Gordon S. Lang School of Business and Economics Student Association | Regrets | |
| Josh Moran | Ontario Agricultural College Student Federation | Present | |
| VACANT | Ontario Veterinary College Central Veterinary Student Association | NA | |

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



| Student Organization Representatives (Appointed) | | Present / Regrets | Arrived / Departed |
|---|---|--------------------------|---------------------------|
| Nicole Traynor | Aboriginal Student Association | Present | |
| Briana Green-Ince | Guelph Black Students Association | Present | |
| Alan Negrin | Guelph Queer Equality | Present | |
| Jaskiran Sethi | Guelph Resource Centre for Gender Empowerment and Diversity | Present | D 9:11pm |
| Anna Canella | International Student Organization | Present | |
| Victoria Bali | Interhall Council | Present | |
| VACANT | Guelph Campus Co-op | NA | |
| Blakeney Smith | Ontario Public Interest Research Group (OPIRG) | Present | |
| Michael Pacheco | Student Senate Caucus | Present | |
| Cameron Stotts | Board of Governors | Regrets | |
| Executive (Ex-officio, non-voting) | | Present / Regrets | Arrived / Departed |
| Dena Van de Coevering | President | Present | |
| Claudia Idzik | Vice President Student Experience | Present | |
| Lindsey Fletcher | Vice President Academic | Present | A 6:32pm |
| Horeen Hasan | Vice President External | Regrets | |

| Guests | Affiliation |
|---------------|---|
| ~35-40 guests | Many unidentified guests attended this meeting interested in responding to the recent call to action. Most appeared to be students; at least one guest was not a student and indicated they represented a local indigenous peoples group. |

| Staff | Position |
|----------------|-----------------------------|
| Cameron Olesen | Chair |
| Pete Wobschall | Policy & Transition Manager |
| Sarah Dias | Scribe |

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442

**Summary of Significant Resolutions****12.12. New Business**

MOTION: To receive the undated ASA letter entitled *Final ASA Stance CSA BoD March 11 2020* in response to the CSA's recent call to action as information.

MOTION CARRIED.

MOTION AS AMENDED: That the Central Student Association (CSA) rectify the statement that was made to the Royal Canadian Mounted Police (RCMP), Guelph Police Service, and the Canadian Armed Forces (CAF) on March 4, 2020 during the Experience Guelph Job Fair 2020.

RESOLVED:

That a letter be issued explaining and reiterating the initial intent of the movement.

That this letter acknowledges the students and individuals that were hurt by the manner that this was conducted.

That this letter be written in consultation with the students and groups that the CSA represents, including the Aboriginal Students Association (ASA) and University of Guelph Secretariat, which are more knowledgeable of policy.

That the letter be presented to the next Board of Directors Meeting for approval to be shared on the CSA website and active social media accounts.

That the CSA commit to engage in avenues of meaningful consultation with the Aboriginal Students Association and Aboriginal Resource Centre moving forward.

AMENDED MOTION CARRIED.

12.5. Approval of Past Board Minutes

MOTION: To table this item as the minutes from Meeting #11 – February 26, 2020 contained errors, and that the revised version be presented at a future Board Meeting.

MOTION CARRIED.

12.6. Executive Committee Minutes

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



MOTION: To table item 12.6.1. Executive Committee Minutes - Meeting # 30 – March 4, 2020, to the next Board Meeting.

MOTION CARRIED.

12.7. Executive Updates

MOTION: To receive the following Executive Updates as information:

- 12.7.1. President
- 12.7.2. VP Student Experience
- 12.7.3.. VP Academic
- 12.7.4.. VP External

MOTION CARRIED.

12.10. Committee Updates and Reports

OMNIBUSD MOTION: To ratify the following hiring committee reports omnibus:

- 12.10.1. Hiring Committee Report – Policy and Transition Manager
- 12.10.2. Hiring Committee Report – SHAC Coordinator
- 12.10.3 Hiring Committee Report – Clubs Administrative Coordinator
- 12.10.4 Hiring Committee Report – SafeWalk Coordinator

OMNIBUS MOTION APPROVED.

12.10.5 Clubs Tribunal Meeting #2 Minutes - February 26 2020

MOTION: To table discussion of item 12.10.5. Clubs Tribunal Meeting #2 Minutes - February 26, 2020 until the next Board meeting.

MOTION CARRIED.

12.11. Business

12.11.1. Ratification of Candidates – Winter By-Election

MOTION: That the following undergraduate students be ratified as candidates in the CSA Winter 2020 By-Election: Aleksander Ginko - Vice President Academic.



MINUTES

Board of Directors Meeting # 12
March 11, 2020 – 6:00 pm – UC 442

MOTION CARRIED.

12.11.2. Amendment to Policy Appendix C re Extension of Specific Positions

WHEREAS the CSA Volunteer Policy is being revised under the direction of the CSA External HR Consultant, into a standardized and comprehensive volunteer policy;

WHEREAS the knowledge base of the current volunteer coordinators will be instrumental in the development of this revised policy;

MOTION: That CSA Policy Appendix C, Section 8.1: Extension of Specific Positions, be amended with the addition of two positions to assist with these revisions during the 2020-2021 academic year:

- FoodBank Volunteer Coordinator
- Bike Centre Volunteer Coordinator

MOTION CARRIED.



MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442

Agenda # 12 – March 11, 2020

- 12.0. Call to Order**
- 12.1. Land Acknowledgement**
- 12.2. Adoption of the Agenda**
 - 12.2.1. Approve the Agenda
 - 12.2.2. Declarations of Conflicts
- 12.3. Ratifications and De-Ratifications**
- 12.4. Comments from the Chair**
 - 12.4.1. Introductions and Pronouns
- 12.5. Approval of Past Board Minutes**
 - 12.5.1. Meeting # 11 – February 26, 2020
- 12.6. Executive Committee Minutes**
 - 12.6.1. Meeting # 30 – March 4, 2020
- 12.7. Executive Updates**
 - 12.7.1. President
 - 12.7.2. VP Student Experience
 - 12.7.3. VP Academic
 - 12.7.4. VP External
- 12.8. Director Reports**
- 12.9. CSA Services Update and Report**
- 12.10. Committee Updates and Reports**
 - 12.10.1. Hiring Committee Report – PTM
 - 12.10.2. Hiring Committee Report – SHAC Coordinator
 - 12.10.3. Hiring Committee Report – Clubs Administrative Coordinator
 - 12.10.4. Hiring Committee Report – SafeWalk Coordinator
 - 12.10.5. Clubs Tribunal Meeting #2 Minutes - February 26 2020
- 12.11. Business**
 - 12.11.1. Ratification of Candidates – Winter By-Election
 - 12.11.2. Amendment to Policy Appendix C re Extension of Specific Positions
- 12.12. New Business**
 - 12.12.1.
- 12.13. Announcements**
- 12.14. *In Camera* Session**
- 12.15. Adjournment**

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442

**Minutes # 12 – March 11, 2020****12.0. Call to Order**

Chair Cameron Oleson called the meeting to order at 6:09 pm.

12.1. Land Acknowledgement

Land Acknowledgement by Blakeney Smith does land acknowledge:

It is important to acknowledge that the City of Guelph and the University of Guelph, both their buildings and their institutions rest on stolen land. This land is the ancestral lands of the Anishinaabek peoples; also known as the Attawandaron and the Neutral peoples. It is also the home to the Haudenosaunee and other Haudenosaunee people and is now home to First Nations, Metis and Inuit people all over Turtle Island. As we conduct ourselves through this colonial institution, it is important to remember the significance these land holds these people and their customs.

12.2. Adoption of the Agenda**12.2.1. Approve the Agenda**

MOTION: That the agenda for the CSA Board of Directors Meeting on March 11, 2020, be approved:

Moved: Blakeney Smith

Seconded: Lolia Shallouf

There was a motion by one of the members to temporarily suspend rule 3.6 from the CSA Rules of Order in order to add a new motion to the agenda. The Chair read Section 3.1, which states that all submissions, with exception of new business, shall be in writing and emailed to board of directors within 48 hours prior to the board meeting, otherwise it would be considered new business. The Chair also reviewed Section 3.6, which states that new business items must be time-sensitive or emergency in nature all new items brought forth at the time of a board meeting can only be discussed under new business.

MOTION: To suspend the CSA Rules of Order Section 3.6.

Moved: Michael Pacheco

Seconded: Matteo Raso

MOTION CARRIED.

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



MOTION TO AMEND THE AGENDA: To add item 12.12.1. to the agenda, a motion to have the CSA withdraw the statement they gave to the RCMP, the Guelph Police, and the Canadian Armed Forces.

Moved: Michael Pacheco

Seconded: Nicole Traynor

The mover indicated that the motion was brought up in order to have a discussion that many of the people at the meeting were interested in having. Members discussed what withdrawing the statement actually means. The ASA member requested the process for adding a letter from the ASA on this issue submitted to the Board.

MOTION TO AMEND THE AMENDMENT: To receive the ASA letter and include it with the motion to add the agenda item 12.12.1.

Moved: Nicole Traynor

Seconded: Matteo Raso

The ASA representative described that the letter included the ASA stance on the protest that occurred last week (issue raised above).

AMENDMENT TO THE AMENDMENT CARRIED.

MOTION TO AMEND THE AGENDA CARRIED.

MOTION TO AMEND THE AGENDA: To move amend move agenda item 12.12.1. to after 12.4.1. Introductions and Pronouns in order to accommodate the guests interested in this item early in the meeting.

Moved: Michael Pacheco

Seconded: Nicole Traynor

MOTION TO AMEND THE AGENDA CARRIED.

MOTION TO APPROVE THE AMENDED AGENDA CARRIED.

12.2.2. Declarations of Conflict

No conflicts declared.

12.3. Ratifications and De-Ratifications

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



There were no ratifications or de-ratifications on the agenda for this meeting.

12.4. Comments from the Chair

The Chair identified that this meeting will be different than a typical meeting due to the number of guests. He reminded members that guests do not have speaking rights at CSA Board meetings, unless they are specifically extended by the Board; only Board of Director members have speaking rights at the board.

12.4.1. Introductions and Pronouns

Members and staff introduced themselves one at a time and provided their preferred pronouns.

12.12. New Business

12.12.1. To have the CSA withdraw the statement they gave to the RCMP, the Guelph Police, and the Canadian Armed Forces, and receive the associated ASA Response Letter.

The Chair requested that each individual that is permitted to speak please introduce themselves.

Copies of the ASA letter were distributed to members and read aloud to the group. A copy of the ASA's letter is attached to these minutes. The Chair read the contents of the letter aloud for members and guests.

MOTION: To receive the undated ASA letter entitled *Final ASA Stance CSA BoD March 11 2020* in response to the CSA's recent call to action as information.

Moved: Simonne Clout

Seconded: Matteo Raso

MOTION CARRIED.

MOTION: To extend speaking rights to all the guests for agenda item 12.12.1.

Moved: Michael Pacheo

Seconded: Matteo Raso

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442

**MOTION CARRIED.**

Although requested by the Chair, and with the option to not identify themselves prior to speaking, most guests did not identify themselves prior to speaking. The Chair indicated that each speaker could speak for 3 minutes, can be added to the speakers list multiple times, and a prioritized speakers list is used. The Chair developed a speakers list of Board Members.

MOTION: For a 15-minute recess (effective at 6:48 pm; meeting to reconvene at 7:02 pm).

Moved: Blakeney Smith

Seconded: Kathleen Nolan

MOTION CARRIED.

Chair brought the meeting to order at 7:04pm.

Approximately 30 or more guests were extended speaking rights in succession and formed a line at the back of the room as directed by the Chair. It was unclear how many of the speakers were first-, second-, or third-time speakers. Most speakers identified as students, with one speaker indicating they were not a student member but did represent a local indigenous people. The Chair reminded guest speakers to keep commentary to the item that is being discussed and to address the Chair, not Board Members. Many of the speakers had their speaking time extended by 1-minute through motions.

Speakers included Board Members and guests and they expressed the following:

- Language that was used and the way that other individuals on campus were treated (e.g. 'gunslinger').
- Nearly all speakers expressed that the CSA lacked adequate consultation, especially with the ASA, before developing their stance, and it's important to engage members and member groups when developing organizational stances.
- Several speakers did not support an apology to the RCMP, CAF, or Guelph Police due to the relationship between these agencies and indigenous peoples. Several other speakers expressed support for the apology.
- Some speakers spoke in favour of the motion and some spoke against the motion for various personal reasons.
- Some speakers spoke in favour of the police and the armed forces, some speakers spoke out against these institutions and their effect on their perception of safety when on Guelph campus.



MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442

- Indigenous speakers raised concerns of how the police affect their feeling of safety when on campus and highlighted the varied stances on the Wet'suwet'en situation by indigenous community members that live there.
- One indigenous student indicated that they were looking for a job with the armed forces, however the CSA action prevented this.
- Several international students spoke in favour of the police and armed forces.
- Several speakers expressed concern that the CAF, RCMP, and Guelph Police have student members and felt that the CSA did not respect all student members when conducting this action.
- Some speakers felt that the previous resolution from a prior Board Meeting permitted this action; others disagreed and felt that the action was outside of the spirit of the motion.
- One speaker read related policy and indicated that an injunction letter requires a board-approval prior to issuance.
- It was identified that Guelph Campus Police were not identified in the letter.
- It was identified that there is no legislation related to the University preventing the police from attending on campus.
- Some students did not see any benefit to the action, others expressed that it was successful.

MOTION: To take a 15-minute recess.

Moved: Claudia Idzik

Seconded: Simonne Clout

MOTION TO AMEND THE MOTION: To take a 10-minute recess beginning at 8:16pm.

Moved: Michael Pacheco

Seconded: Josh Moran

AMENDMENT TO THE MOTION CARRIED.

MOTION AS AMENDED CARRIED.

The meeting reconvened at 8:26pm.

Some discussion occurred that there was a shared feeling in the room to not make a statement to the police, but to rescind the CSA letter, issue an apology to the ASA and other students impacted by the CSA's actions, and make a commitment to more consultation in the planning of actions. The Chair reminded speakers to keep discussion to the motion and not to discuss other issues. The Chair also responded to a question of 'how long can we go?' with 'our sunset clause is 5 hours, so 11:09 pm is our ending.'

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



AMENDMENT TO THE MOTION 12.12.1.: That the CSA rectify the statement that was made to the RCMP, Guelph Police, and CAF on Mar 4th, 2020.

[Remove the resolved statement of apology to the RCMP, Guelph Police and CAF.]

RESOLVED:

That a letter be issued explaining and reiterating the initial intent of the movement, including in the fact of showing solidarity with Wet'suwet'en.

That this letter acknowledges the students and individuals that were hurt with the manner that this was conducted.

That this letter be written in conjunction and with the approval of student groups which we at the CSA are trying to represent, including the ASA and the SSC, which are more knowledgeable about the policies.

That the completed letter be presented to the next Board of Directors Meeting for approval before being posted on social media.

Moved: Nicole Traynor

Seconded: Matteo Raso

There was discussion as to why the Student Senate Caucus was referenced in the motion. The mover indicated that it was because the SSC noted many policies that were allegedly broken by the CSA by issuing this injunction. Other Directors indicated there was no value in having the SSC noted in the policy. An ASA member felt that the amendment was not accurate as not all of those from Wet'suwet'en are opposed to the pipeline, or to the RCMP. The Chair reminded the group that the current discussion was regarding the use of the word "rescind" to 'rectify'. Members also argued that an apology to the law enforcement organizations was still warranted; others argued that an apology was not warranted and was offensive.

AMENDMENT TO THE AMENDMENT: To remove the reference to the SSC.

Moved: Blakeney Smith

Seconded: Kathleen Nolan

The mover argued that the SSC is not relevant to what is being discussed in the letter and that the letter was unsigned and was not an official statement or a legally-binding document to eject parties from the UC, or related to the

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



University's Freedom of Speech policy. Another member argued to remove the reference to ASA as they are no more familiar with CSA policies than the CSA. Another member recommended consulting the University's Secretariat regarding their policies, which was supported by another member.

MOTION TO CALL TO QUESTION.

Moved: Claudia Idzik

Seconded: Kathleen Nolan

MOTION CARRIED.**AMENDMENT TO THE AMENDMENT CARRIED.**

AMENDMENT TO THE AMENDMENT: That the Central Student Association (CSA) rectify the statement that was made to the Royal Canadian Mounted Police (RCMP), Guelph Police Service, and the Canadian Armed Forces (CAF) on March 4, 2020 during the Experience Guelph Job Fair 2020.

RESOLVED:

That a letter be issued explaining and reiterating the initial intent of the movement.

That this letter acknowledges the students and individuals that were hurt by the manner that this was conducted.

That this letter be written in consultation with the students and groups that the CSA represents, including the Aboriginal Students Association (ASA) and University of Guelph Secretariat, which are more knowledgeable of policy.

That the letter be presented to the next Board of Directors Meeting for approval to be shared on the CSA website and active social media accounts.

That the CSA commit to engage in avenues of meaningful consultation with the Aboriginal Students Association and Aboriginal Resource Centre moving forward.

Moved: Claudia Idzik

Seconded: Anna Canella

A member asked when they can limit the time on debate and the Chair responded that it could occur after this amendment to the amendment is seconded. The Chair further explained that the time limit can be applied to any aspect of the discussion, including the agenda item, the motion, or an amendment. A member

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



expressed concern with the inclusion of the University Secretariat due having no interest to represent the University as the Student Union, and there is no policy included in the motion. The member also took issue with the removal of 'Wet'suwet'en'.

MOTION: To limit of debate of item 12.12.1. to 30 additional minutes.

Moved: Emmy Luo

Seconded: Anthony Lenarduzzi

MOTION CARRIED.

A member indicated that they would like to see reference to the specific issues that arose from the letter, highlight the mistakes that were made, and prevent the same thing from happening again in the future.

MOTION TO CALL THE QUESTION.

Moved: Anna Canella

Seconded: Kathleen Nolan

MOTION CARRIED.

AMENDMENT TO THE AMENDMENT CARRIED.

An indigenous guest recommended that there be further consultation with the Aboriginal Student Union and stakeholders of the ancestral clans for future similar events; including divestment events.

AMENDMENT TO THE AMENDMENT: That the first resolved clause be changed to 'That a letter be issued explaining and reiterating the initial intent of the movement, including the concept of showing solidarity with the Wet'suwet'en hereditary chiefs and indigenous land protectors across Turtle Island.'

Moved: Kathleen Nolan

Seconded: Blakeney Smith

The Chair announced that there was 15-minutes remaining in the time limit and that if the issue were not resolved, it would be tabled until the next meeting. Members and the Chair discussed the process for an emergency meeting next week if required.

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



The mover added the clarifying language to reflect that not all Wet'suwet'en share the same views.

MOTION TO CALL THE QUESTION.

Moved: Josh Moran
Seconded: Matteo Raso

MOTION CARRIED.**AMENDMENT TO THE AMENDMENT IS DEFETED.****MOTION TO CALL THE QUESTION ON THE AMMENDMENT**

Moved: Michael Pacheco
Seconded: Josh Moran

The Chair indicated that there was 7-minutes remaining in the limited discussion time.

MOTION TO CALL THE QUESTION CARRIED.

The Chair read the motion to the group prior to the vote.

AMENDMENT TO THE MOTION CARRIED.

The Chair indicated that discussion now returns to the original motion. The group discussed the meaning of 'rectify' and 'rescind'. The Chair clarified that after referring to Robert's Rules, the item would go directly to vote at the end of the time limit. The Chair also indicated that there was less than one-minute remaining in the time limit.

MOTION TO CALL THE QUESTION.

Moved: Josh Moran
Seconded: Michael Pacheco

MOTION TO CALL QUESTION CARRIED.

The Chair read the amended motion prior to the final vote.

AMENDED MOTION CARRIED.

MINUTES

Board of Directors Meeting # 12
March 11, 2020 – 6:00 pm – UC 442



There was a motion to adjourn, however the Chair ruled it out of order as there were agenda items remaining, and that the meeting was still under the sunset clause.

MOTION FOR A 5-MINUTE RECESS.

Moved: Lindsey Fletcher
Seconded: Simonne Clout

MOTION CARRIED.

The meeting resumed at 9:57 pm.

12.5. Approval of Past Board Minutes

12.5.1. Meeting # 11 – February 26, 2020

MOTION: To table this item as the minutes from Meeting #11 – February 26, 2020 contained errors, and that the revised version be presented at a future Board Meeting.

Moved: Dena Van de Coevering
Seconded: Ariel Oleynikov

The President identified that there was a section in one of the Motions that was missing, as well as there were several updates not present.

MOTION CARRIED.**12.6. Executive Committee Minutes**

12.6.1. Meeting # 30 – March 4, 2020

MOTION: To table item 12.6.1. Executive Committee Minutes - Meeting # 30 – March 4, 2020, to the next Board Meeting.

Moved: Lindsey Fletcher
Seconded: Kathleen Nolan

The Vice President Academic expressed a desire to present these minutes with the previous meeting minutes (#29) at the same time at the next Board Meeting.

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442

**MOTION CARRIED.****12.7. Executive Updates**

12.7.1. President

The President expressed thank you to the Board Members for their patience in respect of to this evening. They also expressed that it was great to see a board work together and action items to find a solution.

Highlights:

- By-election starts tomorrow – more info on CSA Website.

12.7.2. VP Student Experience

- It's Shine Week; mental health awareness week. There are lots of events on campus; especially Saturday.
- Bill Nye was super successful – thanks to all involved.
- Sexy Bingo on the 26th – tickets are \$12.

12.7.3. VP Academic

- Please read my report and let me know if you have questions.

12.7.4. VP External

- VP Academic recommended reading their report and let them know if you have any questions.

MOTION: To receive the following Executive Updates as information:

- 12.7.1. President
- 12.7.2. VP Student Experience
- 12.7.3.. VP Academic
- 12.7.4.. VP External

Moved: Anthony Lenarduzzi

Seconded: Blakeney Smith

MOTION CARRIED.

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442

**12. 8. Director Reports**

The Chair clarified that the Director Reports are for items that are related to the CSA Director roles, and not necessarily what your organization does; specifically things that you did as a member of the Board of Directors and updates about your sponsoring organizations would be for Announcements, reserved for the end of the meeting.

Directors identified the various committees that they sit on and provided a brief update on activities; mostly having to do with hiring committees.

12. 9. CSA Services Update and Report

No CSA Service updates or reports presented or discussed.

12.10. Committee Updates and Reports

12.10.1. Hiring Committee Report – PTM

MOTION: That the hiring of Pete Wobschall as Policy and Transition Manager be ratified, as recommended by the Hiring Committee.

Moved: Dena Van de Coevering, President

Seconded: Alan Negrin

MOTION : To approve items 12.10.2, 12.10.3, 12.10.4, 12.10.5 omnibus.

Moved: Lindsey Fletcher

Seconded: Alan Negrin

MOTION for OMNIBUS CARRIED.

MOTION: To ratify the following hiring committee reports omnibus:

- 12.10.1. Hiring Committee Report – Policy and Transition Manager
- 12.10.2. Hiring Committee Report – SHAC Coordinator
- 12.10.3 Hiring Committee Report – Clubs Administrative Coordinator
- 12.10.4 Hiring Committee Report – SafeWalk Coordinator

Moved: Emmy Luo

Seconded: Anna Canella

MINUTES

Board of Directors Meeting # 12
March 11, 2020 – 6:00 pm – UC 442

**OMNIBUS MOTION APPROVED.**

12.10.5 Clubs Tribunal Meeting #2 Minutes - February 26 2020

MOTION: To table discussion of item 12.10.5. Clubs Tribunal Meeting #2 Minutes - February 26, 2020 until the next Board meeting.

Moved: Claudia Idzik

Seconded: Alan Negrin

MOTION CARRIED.

12.11. Business

12.11.1. Ratification of Candidates – Winter By-Election

MOTION: That the following undergraduate students be ratified as candidates in the CSA Winter 2020 By-Election: Aleksander Ginko - Vice President Academic.

Moved: Dena Van de Coevering

Seconded: Lolita Shallouf

MOTION CARRIED.

12.11.2. Amendment to Policy Appendix C re Extension of Specific Positions

WHEREAS the CSA Volunteer Policy is being revised under the direction of the CSA External HR Consultant, into a standardized and comprehensive volunteer policy;

WHEREAS the knowledge base of the current volunteer coordinators will be instrumental in the development of this revised policy;

MOTION: That CSA Policy Appendix C, Section 8.1: Extension of Specific Positions, be amended with the addition of two positions to assist with these revisions during the 2020-2021 academic year:

- FoodBank Volunteer Coordinator
- Bike Centre Volunteer Coordinator

Moved: Dena Van de Coevering

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



Seconded: Emmy Luo

MOTION CARRIED.**12.12. New Business**

12.12.1. Moved to follow the pronouns section above as per motion to amend the agenda.

12.13. Announcements

Michael Pacheco:

Student Caucus (SSC) (Caucus), about a month or so ago, we met with some university secretariat members as well as some students from the college of arts, to discuss new programs we are working on. The secretariats brought up...forms to the senate itself, they suggested a couple of things, one of them was change to college base system, rather than under program it would be under college, kind of like how we as the CSA do it, and then the other was have representatives from each program but also have ...proportional, so they brought it up and we voted to focus more on the advertisement, to keep the senate way it is now, but focus more on sending out message that there are elections, submissions, hopefully will see better turnout, because reason brought up more and more vacancies on the senate, so hoping that working towards letting know that position is out there, there will be more and more turn out for position.

Lindsey Fletcher:

To clarify, we made recommendation to the university secretariat; we weren't voting in a binding way, but recommendation.

Anna Canella:

One thing that is coming up, ... university raising international fees, had meeting...reasons are biased, might need support from other people. And have event coming up on March 25th.

Jessica Krawitz:

Prior to meeting I was really uneducated to a lot of the topics that were spoken about, and like I wish I had known more, being here I did learn a lot, I think this was really good, because I was not there when this happened, I didn't know too much about it, I went online to kind of see what was said, just going and looking at that Instagram account, the hate that I was seeing was so upsetting, not related to what was spoken ...just hating on other opinions for having their opinions, I was disgusted how people can say such hurtful things, and I totally understand that

MINUTES

Board of Directors Meeting # 12
 March 11, 2020 – 6:00 pm – UC 442



people have other opinions but I don't think you can sit behind screen and say these things, it was so gross reading, people saying these things to other students. I just want to say social media is so gross, I swear I learned so much through social media, but what I was really seeing is that, this and a lot of people made this about hate, it became discussion not what was going on but just putting people down, so trying to listen to what people were saying, we all have different mindset, but it was just so gross to see that.

Emmy Luo:

Reiterate what Krawitz said about how it was very educational, thank you to all fellow members, while we are in meeting, missed the...NBA being closed because the coronavirus,...after meeting everyone free to come for puppy cuddles, CBSC annual gala which will be on Friday March 27th, you do have to be member in order to buy tickets, if have CBSC friends, get them to buy you a ticket! Clout: appreciated sitting besides lance, can get anxious..when about something like this stuff, so thanks lance. Want to strive to do best I can,... if anyone feels I may have said something hurtful or upsetting feel free to approach me after or at any point.

Briana Green-Ince:

Don't have too many reports about my student organization, was out of country for few days, for family commitment, I do want to say I am really glad I was able to come today and be part, sorry for absences in last couple meetings.

Ariel Oleynikov:

CASU doing byelections, nominations open today until next Wednesday, any friends interested encourage them to run, voting is just Thursday and Friday, this Friday is formal with CSASH SA, that is open to everyone, \$11.62 with tax, on eventbright is on our Instagram, next Friday, the 20th running ...John Walsh, nominate friends, hang out with gryph, on the 26th CASU, GBSA, ...jack.org, movies for mental health, with a focus on black community, come out for that, don't have time for that but will let you know.

Anthony Lenarduzzi:

Byelection closes today at 11:59, so CSAH SA full next year, college prom is on Friday, it's really cheap, you aren't spending \$40, and you get food, cash bar, ...did a great job of planning, other than that I'm just really tired and ready to go to bed, no assignment work.

Josh Moran:

You know what's a great way to alleviate stress? Pub! Come down to PCH and support college royal tonight with their college royal pub, I'll even two step with you for free, people who have two stepped with me might argue you don't want to do that, but other than that, we are really really proud to announce, mental health

MINUTES

Board of Directors Meeting # 12
March 11, 2020 – 6:00 pm – UC 442



promotional video came out, which is quite timely, considering it is shine week, so if haven't gotten chance to look at it, its on the Guelph page and my personal page, I worked hard on the music, so if you are going to make fun of it, do it behind my back. But it was just to comment on it, the individual I got to do it with actually lost a family member due to circumstances through mental health, and it was a really rewarding experience to see someone who took something based on so much grief and turned it into something empowering. So, if you guys could check it out, it would mean a lot to me.

Blakeney Smith:

OPIRG had symposium two weeks ago, it went really really well, a lot of great workshops and..., hopefully you are all able to come out next year. Our AGM is coming up on 26th, so if you are interested in seeing what OPIRG has been doing, head out to that.

Kathleen Nolan:

I went to OPIRG symposium which was awesome, I volunteered at Bill Nye which was also awesome. I have been fundraising and collecting donations for the land defenders... 6 nations, if anyone is interested in donating used winter gear, or money, I will make sure it gets into a useful place.

12.14. In Camera Session

No in-camera session held.

12.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of March 11, 2020 at 10:25pm.

Moved: Lindsey Fletcher
Seconded: Simonne Clout

MOTION CARRIED.

| | |
|------------------------------------|-------------|
| Approved by the Board of Directors | Date: _____ |
| Signed _____ Cameron Olesen | Date: _____ |

MINUTES

Board of Directors Meeting # 12
March 11, 2020 – 6:00 pm – UC 442



Board Chair, 2019-2020

Signed _____

Earl Evans
Policy and Transition Manager
2019-2020

Date: _____

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



Agenda

1.1. Call to Order

1.2. Land Acknowledgement

1.3. Welcome and Introductory Comments

1.3.1. CSA President: Overview of the CSA

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

1.4. Approval of the Agenda

1.4.1. Motion to Approve the Agenda

1.5. Approval of Previous AGM Minutes

1.5.1 Motion to Approve AGM Minutes – February 27, 2019

- AGM Minutes – February 27, 2019
- Questions and Business Arising from the Minutes

1.6. Approval of Auditor's Report

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

1.6.2. Motion to Approve the Audit Report

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

1.7. Confirmation of Amendments to CSA Bylaws

1.7.1. **Bylaw 1 – Organizational** (Date of Board Approval)

1.7.1.1. Section 3.1.2: Board Composition (February 5, 2020)

1.7.1.2. Section 3.1.9: Minimum Number Directors (April 3, 2019)

1.7.1.3. Section 4.1.2: Summer Board Meetings (April 3, 2019)

1.7.1.4. Section 5.3: Executive Committee (September 25, 2019)

1.7.1.5. Section 8.0: Standing Committees (September 25, 2019)

1.7.1.6. Section 10.0: Conflict of Interest (February 5, 2020)

1.7.2. **Bylaw 2 – Electoral** (Date of Board Approval)

1.7.2.1. Section 2.2.5: Director Appointment Process (April 3, 2019)

1.7.2.2. Section 3.1: Referendum Questions (January 29, 2020)

1.7.2.3. Section 3.2: Referendum Quorum (September 25, 2019)

1.7.3. **Bylaw 3 – Financial** (No amendments)

1.7.4. **Bylaw 4 – CSA Policy** (No amendments)

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



1.8. Summary of 2019-2020 Amendments to CSA Policy Manual (Information Only)

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

1.9. Summary of 2019-2020 Amendments to CSA Rules of Order (Information Only)

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

1.10. Report of the Organization

1.10.1. Executive Updates

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

1.10.2. CSA Service Updates

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

1.11. Business

- 1.11.1. Submitted Motions (None Received)
- 1.11.2. Open Forum

1.12. Adjournment

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



1.12.1. Motion to Adjourn

CSA 2020 AGM Minutes

Audio Recording Difficulties

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

Call to Order

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

1.8. Land Acknowledgement

Given by Kathleen Nolan

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

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

1.9. Welcome and Introductory Comments

1.9.1. CSA President: Overview of the CSA

Dena Van de Coevering:

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



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

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

Chair:

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

1.10. Approval of the Agenda

1.10.1. Motion to Approve the Agenda

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

Moved: Kathleen Nolan

Seconded: Margita Wilson

Vote on Motion

Motion Carried.

1.11. Approval of Previous AGM Minutes

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



1.11.1. Motion to Approve AGM Minutes – February 27, 2019

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

Moved: Lolita Shallouf

Seconded: Anthony Lenarduzzi

Vote on Motion

Motion carried

1.12. Approval of Auditor's Report

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

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

Moved: Claudia Idzik

Seconded: Bella Harris

Vote on Motion

Motion carried

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

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

Moving on to page 44, we find statement of financial commitment, and want to skip to note section on page 51, all moneys held in ...are administrated by CSA and...each for specific ...revenue exceed they build and set aside in separate bank account, and subsidized fee increase...begin with note 6:

Ideally it should be equal to 15%, and as you can see, it is more than double recommended level, when they run high, we pass savings to you, but in 2018 and 2019, the landscape kept changing, OHIP plus was in liberal government, this plan would now pay for most drugs for youth, this significantly changed for our plan, over \$370,000, and being put into student health funds, we subsidized student fee \$16, we weren't sure if it should change, but a few months later,

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



changed and reversed, and legislated...student health and dental plan committee...further subsidized at that time.

Note 7:

No more than 15%, or \$237,000, although 87%, changes...

Note 8:

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

Note 9:

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

Note 10:

Bullring cap fund, purpose of funding major capitalrevamping kitchen layout, increasing electrical capacity...

Note 11:

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

Note 12:

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

Note 44:

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

Chair: sorry to interrupt, motion to extend.

MOTION: To extend Lee Anne's speaking time by 10-minutes.

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



Moved: Claudia Idzik
Seconded: Bella Harris

Vote on Motion.
Motion Carried.

...restricted...late night bus service, bullring, hygiene, and canon.ca, on your end, all assets totaled...liabilities: current liabilities 143,373, net assets is simply difference btwn asset and liability, the net assets must be further broken down: externally restricted, internally restricted, and invested in capital assets, and unrestricted net assets

Might appear very high, but two financial things to consider, we need to maintain a long balance from no less than 10% and no more than 15%, we elected to maintain the full 15%, this translates to...secondly must retain sufficient capital in bank to...and meet external commitment...when we ...we plan for cycle of cash flow...therefore, is min amount that should be held in...given that we have 85,000\$ more than is required, finance committee...In order to provide better recommendations for students, in nutshell we have more than sufficient funds, the CSA bookkeeping is sound, and money ...BDO LLP Canada, has audited our financial for several yrs...setting restricted accounts and keeping informed in new...take moment to thank colleagues, all necessary invoices, receipts, etc., before conclude, and we move to vote, does anyone have a question for me?

1.12.2. Motion to Approve the Audit Report

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

Moved: Kathleen Nolan
Seconded: Patrick Mcarthy

Vote on Motion
Motion carried

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

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

Moved: Kathleen Nolan
Seconded: Margita Wilson

Anything we need to know, bus or anything specific?

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



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

Vote on Motion
Motion carried

1.13. Confirmation of Amendments to CSA Bylaws

1.13.1. Bylaw 1 – Organizational

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

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

Moved: Anthony Lenarduzzi
Seconded: Lolita Shallouf

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

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

Vote on Motion
Motion carried

1.13.2. Bylaw 2 – Electoral

MOTION: To confirm the following amendments to **Bylaw 2: Electoral**, as approved by the CSA Board of Directors on the dates shown.

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



- 1.7.2.1. Section 2.2.5: Director Appointment Process (April 3, 2019)
- 1.7.2.2. Section 3.1: Referendum Questions (January 29, 2020)
- 1.7.2.3. Section 3.2: Referendum Quorum (September 25, 2019)

Moved: Simonne Clout

Seconded: Jessica Krawitz

Nicole Walker:

Question on 1.7.2.3, wondering if anyone could provide rationale in 20% in quorum, why was 20% chosen?

President:

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

Chair:

PTM give different between policy and bylaw

PTM:

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

Zoe Ross:

Byelection that increased funds, does that mean there is no chance of ever being a referendum during...

PTM:

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

Ross:

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

Vote on Motion

Motion carried

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



1.13.3. Bylaw 3 – Financial

(No amendments)

1.13.4. Bylaw 4 – CSA Policy

(No amendments)

1.8 Summary of 2019-2020 Amendments to CSA Policy Manual

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

Moved: Kathleen Nolan

Seconded: Kegan Winston

Vote on Motion

Motion carried

1.10. Summary of 2019-2020 Amendments to CSA Rules of Order

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

Moved: Emmy Luo

Seconded: Anthony Lenarduzzi

Vote on Motion

Motion carried

1.11. Report of the Organization

1.11.1. Executive Updates

CSA President – Dena Van de Coevering

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

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



about opportunity, get to work with lovely folks, it is full time, very excited for new exec. Once again, a big thank you to core staff, service staff, and exec and you folks.

VP Student Experience – Claudia Idzik

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

VP External – Horeen Hassan

Hi everyone, I am Horeen, go by her / she pronouns. Thank you so so much, this is actually where student democracy happens, so nice to see you all here. My jobs and duties can be found in bylaws in policy appendix a, vice president external. One thing I want to mention, CSA and GSA, have been meeting regularly, tap student to tap card on the bus. Another thing, parking on campus has been a very big issue, has filed a grievance letter, a letter giving student story and experiences, I continue to be vocal. Campaigns, the main of this year is We the Students, province wide campaign, all the cuts to education, incl college/uni, massive OSAP cuts, and cuts to financial aid to students. This campaign demands more grants not loans, increase funding for public education, protection for students, another campaign want to point out. Time to be bold, educating student son how to vote and where to vote, and issues that matter to students, such as: climate change...etc. proud to say 3,268,000 voted on the on campus voting polls, which is great to see. Last campaign, fossil free campaign, working towards the uni to divest from fossil fuels, want to get involved you can always reach out. Other goals: CSA racialized student constituency, is a safer space for all racialized student...another really cool project is the environmental justice coalition, to share goals, resources, etc. How we can work towards collective goals. If ever want to get involved or want me to be...

Ross:

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



I know its new on horizon and frank is backing down, wondering what CSA response to this year in last month most famous coach in was under scrutiny, one of the worst scandals that uni has been in, thought Franco thing was faulty, hope that the CSA...haven't seen the answer from CSA from Megan..hope that is something you can build on, say they are doing an external ...what does that look like? Are they going to hold university to account, to make sure it doesn't happen again, and Robbie directly to make sure it doesn't come ...

Dena:

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

Idzik:

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

Fourth yr, William Raymond:

Used to see...curious what kind of changed the group to push for Guelph to divest,

Horeen:

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

Zoe Ross:

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

President:

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

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



VP Academic – Lindsey Fletcher

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

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

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

Moved: Marita Wilson

Seconded: Brianna Green-Ince

Vote on Motion

Motion carried

1.11.2. CSA Service Updates

Bike Centre

Owen Marshall Young:

My name is Owen, I am the new coordinator for bike center, service available to all students, volunteers are services to...please don't hesitate to email me, very happy.

Bullring

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



Dena Van de Coevering:

Hi folks, presenting on behalf of bullring report for Katrina, want to highlight few things, bullring have about 45 staff, that come through, we have been hosting weekly open mic nights, sustainability for mug Mondays, bullring is excited to continue to serve ...any questions I am happy to answer them

Clubs

Claudia Idzik:

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

Elections

Patrick MacCarthy, CRO:

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

Zoe Ross:

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

Patrick:

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

Jade Applebee:

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

Patrick:

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

Jade Applebee:

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



More of a platform should be available, think there should be more info...what they're really running for it..

Patrick:

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

FoodBank

Clarissa Shepherd:

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

Kira:

Motion to recess for 7 minutes, I Erica want to second that motion at 6:53pm
Green-ince: only two items left on the agenda

Chair: 3 updates left and open forum, for clarification

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

SafeWalk

Tyler Poirier:

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

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



SE&RM (Student Event & Risk Management)

Claudia Idzik:

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

SHAC (Student Help and Advocacy Centre)

Maggy Watson:

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

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

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

Moved: Kathleen Nolan

Seconded: Daniel Oforio Darko

Vote on Motion

Motion carried

1.12. Business

1.12.1. Submitted Motions

(None Received)

1.11.2. Open Forum

Jaiden Wlasichuk:

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



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

Idzik:

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

Lisa Regento:

Feels like a silly question, living in chancellors, use Sunday cinema, problem with buses....don't live in ...is its an issue if too superficial, just on that.

President:

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

Horeen:

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

Kathleen Nolan:

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

Fletcher:

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

Sarah Cumberland:

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

Dena:

Definitely fair question, if Nicole walker can talk to that

Nicole Walker:

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

Tyler Poirier:

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



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

Patrick:

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

Lisa Regento:

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

Horeen:

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

Taylor Ross:

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

Idzik:

Changes made to make things directly, thibeca would know better

Serena Mallick:

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

Idzik:

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

Fletcher:

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

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



Horeen:

We also have bike center coordinator.

Owen:

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

Zoe Ross:

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

President:

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

Fletcher:

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

Tyler:

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

Patrick:

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

Jade Appleby:

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

Horeen:

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

Lisa Regento:

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



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

Fletcher:

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

Gupta:

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

Fletcher:

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

Bella Harris:

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

President:

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

Brianna Green-Ince:

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

Nicole:

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

Idzik:

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

Minutes

CSA Annual General Meeting

February 12, 2020 – 5:30 pm – Peter Clark Hall



1.13. Adjournment

1.12.1. Motion to Adjourn

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

Moved: Lindsey Fletcher

Seconded: Kathleen Nolan

Vote on Motion

Motion carried

Dena Van de Coevering, CSA President
Cameron Oleson, Chair
Earl Evans, Policy & Transition Manager
Sarah Dias, Scribe

MINUTES

Executive Committee

Meeting # 29

February 5, 2020 – 1:15
pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPA

Motion Passed

Motion to Adjourn

Moved by: VPA

Seconded by: VPE

Motion Passed

29.0. Call to Order

Meeting called to order at 1:17pm.

29.1. Adoption of the Agenda

Motion to Adopt the Agenda.

Moved by: VPSE

Seconded by: VPA

29.2. Comments from the Chair

29.3. Executive Updates

29.3.1. President

PRES: Some projects I am working on are related to presenting the board with motions to increase the CSA fee, admin fee for bus pass, and FoodBank fee to the board. The all-

executive forum is tomorrow, and I am prepping for AGM and executive transition. Our PTM hiring committee has met to prepare the process. Additionally, checking in with our Elections staff about our Elections process.

29.3.2. Vice President Student Experience

VPSE: I'm off either most or all of Friday, February 7th. I'm completely off February 10th. Please do not contact me this weekend other than email as I am in Grad School interviews every single day this weekend including Monday.

This and last week have been busy. Last week, I attended the Orientation Week Advisory Committee, a couple PDR committees, many UC Board committees, and the transition meeting to iron out details for transition week. Last week's Sexy Bingo was the busiest I've ever seen it, with attendees being turned away. Thank you to all who helped throughout the event. This week I'm supporting Black History Month events, promoting the AGM, following up with prizes for AGM. A Sexual Violence Advisory Committee meeting, Mental Well-Being Programming Committee meeting, UC Board, SLAM, and SERM are all on the docket this week. I have many hiring committee meetings this week, and as anticipated, next week. On the positive side, both my SLEF applications received full (and more) funding, with the speaker receiving \$7000 and the Comfort Room receiving \$1000. I will be working on the Comfort Room revitalizations in the coming weeks, and we will be promoting it at the SHINE Week Resource fair.

29.3.3. Vice President Academic

VPA: As frequently mentioned, I am off the Tuesday and Wednesday of reading week. I have an auto-reply turned on for my email and will not be responding to any work matters between the Friday evening (Feb. 14) and the following Thursday morning (Feb. 20).

I am stressed this week trying to get things settled before I leave, so please be friendly. Coming up, I have prep for the SHAC hiring committees, Senate on Monday, writing reports, experiential learning committee, teaching evaluation committee, OER planning, AGM, and Athletics meetings. The SEC MHFA SLEF application received \$2900 so I'll be working on prep for that as well.

29.3.4. Vice President External

VPE: SLAM, Executive Forum, Parking Appeals, Bus Pass Plan, Racialized Students Constituency, Newsletter for Environmental Justice Coalition, CFS Lobby week, CFS Lobby Week. Prep. One World (ISO) Support. Day of Action, Hall of Shame for OSAP Cuts

ACTION: VPA meet with VPE to discuss action on access to education.

29.4. Unfinished Business

29.4.1. SCI

Letter from the lawyers of CFS, regarding collection of fees. We are awaiting further conversations – meeting with CFS, GSA, VPSA to discuss further next week.

29.4.2. Supervisory Duties

President: Getting to hiring season. Preliminary meetings have been set for hiring committees, jobs for coordinator positions are posted.

VPA: I'm not sure if this is a Dena question or a Business Manager question but can there be any context around how salaries are decided. I recognize that the executives' salaries were increased at one of our Board meetings recently, but more broadly, I'm wondering if there has been market analysis as well as comparisons with other student associations/unions around what their employees get paid. Seeing on the PTM job posting what the salary is, I am wondering what conversations were around this amount. I recognize finances are not in my portfolio but I think it is important to discuss how these decisions are reached for transparency sake.

President: There has been comparisons to other similar roles within student associations and other organizations. It was also said that these roles would be more managerial in duty, as well as looking at the expectations and qualifications of the roles.

VPA: Okay, can those reports or evidence be shared with executives, or at least the finance committee?

President: I will see.

VPA: So I noticed in the candidates package that executives must commit to no more than 1.0 credits in courses, which is policy, and no more than 15 hours of external jobs and commitments, which was just added in but not in policy. I know Dena and I had a conversation about this but I wanted to raise it for discussion with a larger group, seeing the PTM position posted. Why are these commitments not also applied to full-time staff? It was suggested by core staff to be included in part-time service staff so why not full-time employees?

President: There has been conversations about how full attention is not given to CSA. This is a first step of trying to create a solution. It was a quick turnaround to have the PTM job posted.

VPA: I take issue with it as a barrier of accessibility and employment. Specifically, it is against the HR Policy 1.3. which states "the CSA will neither practice nor tolerate any prohibited discrimination or harassment in its hiring, office environment, termination or provision of services against any employee or individual, including but not limited to... status of wealth...". Knowing that people of lower socioeconomic status or status of wealth may need to work several jobs to provide their basic necessities, this 'commitment' can be discriminatory in nature. It was already discussed there and yet,

went forward into that package. I would like this to go to Board for more consideration so they are aware of it and the bigger issue it can pose moving forward.

VPE: It was included in the candidate's package, was that approved by board?

VPA: No, and that's another issue.

President: I'm going to put a pause on this conversation here. There are many sides to look at for this conversation.

ACTION: Exec and Business Manager to meet for information about salaries.

29.4.3. Exec Check In

President: Just a reminder for us to do the Friday Check-Ins. It's a great communication piece, so just a reminder to send a check-in via email on Friday.

29.5. New Business

29.5.1. Transition Template Review

PRES: I wanted to bring you the template that our PTM sent me earlier. I wanted to have a conversation to see if we are all okay with the content being provided in the template. It includes a quick summary of your role, some highlights of your job, important contacts for your position, a month by month overview, a day-to-day overview of your job, major steps to complete products and completion timelines, challenges, strategies, achievements, financial aspects to the job, committees, conclusions/summary/reflections.

VPA: I will preface that I've already started my transition report and it already has many of these sections. Also, passwords probably shouldn't be included if we're giving them these reports before the end of our term. Maybe on the last day, put a sticky note on your computer with your password so folks can get in and have the transition report with passwords section saved on the desktop for them to see. Some other categories I would include would be in the 'people' category, also include places/locations where meetings frequent so the incoming can be familiar with those. I would also suggest a list of committees, with brief summaries and frequency, so incoming know what to expect when they enter those meetings. Lastly, I know it would be relevant to my role to include unfinished business or ongoing projects, specific to my committees, so it might be something for you folks to consider if you feel it is relevant.

29.5.2. Website Update Request

VPA: Just noticed some things on the website that could use updating, specific to the SHAC page – Krista is not listed as an assistant coordinator but should be. Also, they are not accepting volunteer applications for Fall 2019 or Winter 2020 so if that second paragraph could be removed, it would be appreciated.

ACTION: VPA send requests to Promo

29.5.3. SLAM Meeting

VPE: I want to bring up Divestment at the SLAM meeting this afternoon.

29.5.4. Exec Retreat

VPE: Given that we never had our exec retreat, do you know how much money there is in that budget line?

VPA: I believe it is about \$2000 but would need to be double checked.

VPE: I think we should do something that we can take action and show solidarity. There's been conversations about going to Wet'suwet'en, but that raises risk and is also about your personal comfort.

PRES: Seeing that we are near the end of our terms, I don't think that would be a realistic use of the budget.

VPE: Can we donate those funds to the Wet'suwet'en legal fund to support them in their fight against the pipelines and the government?

PRES: There is the Executive discretionary fund, where it is to our collective discretion where that funds are spent. We can bring this to our next exec meeting to discuss further.

29.6. Adjournment:

Moved by: PRES

Seconded by: VPE

Motion Passed

Meeting adjourned at 2:14

ACTION: Exec and Business Manager to meet for information about salaries.

ACTION: VPA send requests to Promo

ACTION: VPA meet with VPE to discuss action on access to education.

MINUTES

Executive Committee

Meeting # 30

March 4, 2020 – 4:30 pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPA

Seconded by: VPE

Motion Passed

Motion to Adjourn

Moved by: VPA

Seconded by: VPSE

Motion Passed

30.0. Call to Order

Meeting called to order at 4:39 pm

30.1. Adoption of the Agenda

Motion to Adopt the Agenda

Moved by: VPA

Seconded by: VPE

30.2. Comments from the Chair

President: Recognizing we haven't been able to meet in a few weeks, due to various reasons, it's good to get this back on a regular basis.

30.4. Executive Updates

30.4.1. President

PRES: In the past few weeks the CSA has been busy with our major milestones, such as General Elections and AGM, there are still many milestones for in the remainder of the semester. As mentioned previously, we have hired a PTM, in the coming weeks, I will be supporting their transition into the organization and their role. I am working with the ARO Hiring committee in the coming week or so. We have about to enter a By-Election, I am looking to our Executive to support the promotions of voting, as quorum will be challenging to meet. I have been working with the Business Manager to send all CSA related fee information to be prepared for the 2020-2021 billings. In the next week or so, the Finance Committee meeting will be meeting to have the 2020-2021 budget ready for the board to review in a few weeks, as will Executive with the Business Manager to review their portfolio budgets and suggestions for improvement. And of



course, Bill Nye is tomorrow, I know we are all busy in varying capacities preparing for the largest event of the CSA.

30.4.2. Vice President Student Experience

VPSE: The last couple of weeks I have released the Student Market form, the event is happening March 31st. Depending on the responses I might cancel it. Large chunks of my time has focused on hiring committees, and I have more the next two weeks. Met with Orbox for promo and pre-show experiments. Putting the finishing touches on Last Toast tickets and promotion, which we will be selling out of office hopefully beginning next week. A couple scattered meetings including a few UC Board ones, which I have raised the motion that was brought at the last UC Board for increasing student booths at Fair November. Over the reading week, my focus was updating the comfort room content and acquiring new resource content, more promotions with Orbox for Bill Nye, prepping the interview content for the 5 hiring committees I'm currently on, and doing some work with homecoming and another event coming up. I am also on the Student Experience Award Committees and will be reviewing the awards.

30.4.3. Vice President Academic

VPA: Wow so much happening since our last exec meeting... where should I start? My trip to Alberta/B.C. was great, a lot of driving but quite refreshing to be back in nature for a short bit of time. OACCTF has been quite active, we just held an event yesterday to promote OERs as it is Open Education Week and that went really well, lots of great feedback and discussions with students. Academic course and program changes are quite heavy this time of year so I have weekly meetings that are three hours to review changes, some weeks it'll be two meetings that are three hours each. Senate is coming up March 30 so we're preparing a Student Senate Caucus meeting for the week before. Student Executive Council has received SLEF funding for Mental Health First Aid, for which I am the lead organizer so that has kept me quite busy. Helping VPSE as we get ready for Bill Nye, I'm quite excited for this. As previously discussed, my 4-day work week is now switching to Fridays off for remainder of semester. Check out my calendar if you want to know what I'm up to, and if you have any questions let me know.

30.4.4. Vice President External

VPE: The Wet'suwet'an Walk out was today and it went great! I will update the board with the rest of my updates at board.

30.5. Unfinished Business

30.5.1. SCI

President: No new information to report regarding the retroactive fees. Still waiting for Provost and President to confirm.



30.5.2. Supervisory Duties

President: Checking in with you folks so you can check in with your service coordinators to check in on their operational manuals for each service. The coordinator is tasked with updating the operating manual. We're looking to have these completed by the All-Staff meeting March 28th and ensuring it is sent to OMES and uploaded on the G-Drive.

30.5.3. Exec Check-In

President: Do you folks still want to continue with our emails? Or transition it into in-person?

VPE: I'd much rather talk to people than do email, which is a burden for me.

President: How about we schedule it week by week and see how that goes? Based on this week and ongoing projects, let's email this week, and I will find a time for an in-person check in on the Thursday.

30.6. New Business

30.6.1. SHINE Week Tabling

VPSE: We've been approved for tabling for the SHINE week in the UC Courtyard. It's happening Monday, March 9th from 10AM-2PM. I've blocked all my time for it but I wanted to see how we can make it interactive. We can bring a SAD Lamp in and have individuals be educated on it, as well as some Wellness kits if those get in on time.

30.6.2. Motion: Executive Discretionary Fund

President: I know we talked about this in a previous meeting, to use the Exec Discretionary budget line for the legal action. I do want to raise that the Executive Discretionary fund is intended to support initiatives, campaigns, and activities of executive that were not addressed by the budget, as the budget is close to fully formed before executive are in office with their ideas that do not have the space in the budget. I know the board was supporting actions relation to Wet'suwet'en. I see value in using the discretionary funds to support the fundraisers for these actions and to educate students on campus about the ongoing issues.

VPE: I do have a campaigns budget line I can use for these initiatives so I don't see why we can't do both, especially since the legal case is so hefty that they need a lot. In terms of fundraising, it would be nice if there was a little bit of money that can be invested in



something so we can generate twice the amount to give back, but at the same time I see a lot of value in it going directly towards the legal fund. The action part has more to labour to do than the legal fund.

President: It would be good to support a fundraiser and educate students on our campus, as I have highlighted, that the budget line is intended to support campaigns and activities that were not known at the time of the budget being formed.

VPE: I think we can have a chunk of it go towards the fundraisers, but I think the majority of it should go towards the legal funds.

VPA: The teachers unions have been taking action for better education. I know the initial discussion around Wet'suwet'en was \$2000 until we looked further into the budget line. I recognize the value in both of these initiatives, and am highlighting the Teaching unions because academics is part of my portfolio and ultimately we want students to be prepared in primary and secondary school, especially if they decide to pursue post-secondary education. Recognizing we now know this budget line is \$3000, perhaps we can have \$1000 allocated to the Teaching Unions in Ontario. They supported our actions in the CFS legal challenge against the SCI through legal funding, it would be great to show solidarity as they endure their own negotiations with the government. If there is upcoming action in Guelph in the coming weeks, we can go out to show solidarity with the unions and use some of the discretionary funds to support those locally fighting for better education.

VPE: We can even shut down the CSA for a day and get students to campaign around it. Could the motion be \$2000 to the legal fund, \$500 to the teachers union, and \$500 for Wetsuwetan fundraising initiatives?

President: This budget line is intended for campaigns, projects, and other ideas that did not have a budget line prior to executive coming into office and to support new ideas that they come in with.

VPA: I think with everything we have going on, and that we have eight weeks left, I don't know if anyone can take it on our plate to completely introduce a new campaign or project and that we want to be wrapping up our loose ends. It's a great way to still be taking action without adding a significant weight on our plates.

President: Can we amend the amount that VPE suggested to have \$1000 for fundraiser initiatives, \$1500 for legal?

VPE: I would love for this to go all out but going back to Lindsey's point I want to ensure we have enough time and energy on our plate. In a way if you're going to allocate such a



large number to fundraising initiatives, it would have to make a lot more than \$1500 or \$1200.

President: What if we hold back \$500 for a fundraising section in case there is an identified need for more funds after fundraiser planning, as I know you're still in the planning stages.

Motion: \$1,500 of the Executive Discretionary Fund is allocated as a donation to the Unist'ot'en Camp Legal fund in support of the Wet'suwet'en nation.

BIRT: \$1,000 of the Executive Discretionary Fund is allocated to take on-campus action in solidarity with Wet'suwet'en.

BIFRT: \$500 of the Executive Discretionary Fund is allocated to take action in solidarity with the Ontario Teaching Unions (ETFO, OECTA, OSSTF, OTF, and AEFO).

Moved by: VPE

Seconded by: VPA

Motion passed unanimously.

30.6.4. Bill Nye Introductions

VPSE: My thoughts on the Introductions are as follows. There will be two, one before Orbax & Pepper's experiment, and one before the moderated session. We should also entertain a conclusion, but I don't know what that looks like.

1st Introduction:

VPE & VPSE on stage (6:57pm)

VPSE to begin with housekeeping (accessible washrooms, stamp before using washrooms, exits, keep out of aisles)

VPE to do a land acknowledgement

VPSE to introduce Orbax & Pepper do science (quick bio, everyone please welcome O&P)

2nd Introduction:

Pres/VPSE/VPA/VPE to come on stage (7:25pm)

VPSE to welcome,

All do introductions (name and position)

President to do quick overview of CSA (1 min)

VPSE to say excited to have you here, this event is meant to inspire you and to challenge you. Enjoy event live.

VPSE to introduce Orbax, quick bio (30 seconds)

Orbax to come on stage



VPSE to introduce Bill, quick bio (30 seconds)
Bill to come on stage
All walk off

30.6.6. Campus Day

President: Raising VPSE's email here about March 29, Campus Day, 10 am-2:45 pm, and confirming who can commit, and what promo we want present.

VPE: I can be there!

VPA: Me as well.

President: We can schedule a meeting to do promo around the display board that will be seen by prospective students.

ACTION: VPA and VPSE to organize what the table promo will be for the day of.

30.6.7. 2020-2021 Board Meetings

To be discussed at ECM 31.

30.6.8. Communications

VPA: The bylaws indicate that it should be 14 days notice to both the board and the website of an increase in fee. The notice was given via email 23 days after the decision but is not on the website. Some students noted to me that they noticed this delay. Could it be noted for future executives that there is a two-week period in which membership should be notified and could we also please have information on the recently approved increases accessible on the website.

President: We can add the information to the website. As for being delayed in sending out the information, as we know February has been a busy month for important operational events for the CSA, and I'm trying my best in this job. VPA can you please share the contact of the student that raised this concern, I want to reach out to them to clarify.

ACTION: President to put notice on CSA website, re: recently approved fee increases.

ACTION: VPA to share student contact with President.

30.8. Adjournment:

Moved by: VPA
Seconded by: VPSE
Motion Passed
Meeting adjourned at 5:34 pm



- ACTION:** VPA and VPSE to organize what the table promo will be for Campus Day.
- ACTION:** President to put notice on CSA website, re: recently approved fee increases.
- ACTION:** VPA to share student contact with President, as per discuss in section 30.6.8.



MINUTES

Executive Committee

Meeting # 31

March 10, 2020 – 2 pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPE

Motion Passed

Motion to Adjourn

Moved by: VPA

Seconded by: VPE

Motion Passed

31.0. Call to Order

Meeting called to order at 2:26 pm

31.1. Adoption of the Agenda

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPE

31.2. Comments from the Chair

31.3. Executive Updates

31.3.1. President

PRES: It has been a week for CSA, with Bill Nye last week and our new PTM joining us this week. We also have heightened awareness of folks interested in expressing views around last week's protest at our Board meeting. I would also like to highlight the Exec

Budget Ideas meeting we just held with our Business Manager as initial steps to developing the budget for the upcoming term. I will also be involved in ARO hiring committees this coming week, our first Finance Committee meeting to begin initial budget development and finally a Health and Dental Plan Committee Meeting.

31.3.2. Vice President Student Experience

VPSE: As per usual, I have many hiring committees this and next week. The vendor applications has finally gone live, it was almost on the verge of cancellation. I'm reviewing Student Experience Awards this week, and have a few UC Board meetings. It's SHINE Week, so there are a lot of Mental Well-Being events this week, including an all-women's panel. Both SAD lamps and Wellness Kits have arrived for the Comfort room so everything should be wrapped up by next week and an official launch will be made.

31.3.3. Vice President Academic

VPA: Time off: I'm off this Friday, as per my 4-day work week plan. As notice, I will be working out of the office on March 24 and 25 and I will not likely be back in Guelph in time for our Board meeting. Additionally, April 1 has been chosen as our presentation day in one of my courses, so I am waiting to hear about the timing as I may have to leave our Board meeting early.

We did hiring for the SHAC assistant coordinator positions with one more interview tomorrow. I'll be calling references later this week before making job offers.

I'm prepping for the MHFA training, so I'm holding office hours to collect deposits for that. While in these office hours, I'm also SRMing the training and trialing the Positive Space training modules.

31.3.4. Vice President External

VPE: The focus of my week is hiring for the Bike Centre. We have some interviews that need to be conducted. I have also been busy with Guelph Transit items and working on campaigns to get more students to use the late-night service. I have a Guelph Wellington Coalition for Social Justice meeting tonight. Tap In will be meeting again this week to chat about plans for World Water Day and raising awareness around the use of plastic on our campus. The racialized students' constituency will be meeting this Thursday. I am also in the process of arranging an Anti-Oppression training that is general and open to all students who may need it.

31.4. Unfinished Business

31.4.1. SCI

President: Same thing to report. There is no update in relation to the administrations approval of the conversations we've had.

VPA: The registrar has informed me that it takes a month to revert the website back to remove the opt-out portion.

31.4.2. Supervisory Duties

President: I just wanted to touch base about hiring committees and the operation manuals I brought up last meeting.

31.5. New Business

31.5.1. 2020-2021 Board Meetings

President: I will have a discussion with the new Policy and Transition Manager before I bring back dates to exec.

31.5.2. Board Package (VPA)

VPA: I did notice in the board package for tomorrow that the minutes from last meeting that exec 29 was approved, which they weren't. It wasn't included in tomorrow's package, so I will be raising that they need to be added in.

President: Recommend that you chat with the PTM with this change you've noticed. I propose we have them for the board meeting following as opposed to bringing physical copies.

31.5.3. Stress Busters

VPSE: I have the whole day booked and I have about \$2000 allocated to this.

Mentioned of Alumni Stressbuster where they delivered drinks/snacks at request of students via Instagram story

VPE: Has anyone reached out to Alumni to see if they're doing it again?

VPSE: No, but we can.

VPA: Even if they are doing it again, we would just want to do it another day than them. It is quite a successful event and if we figure out logistics it could work.

President: Maybe we put this discussion to our next meeting and I ask that we all come forward with ideas. Does that work for you VPSE?

VPSE: Yeah, I need to start making decisions soon though.

31.5.4. GRCEGD

VPE: GRCEGD has reached out to me and is still short on \$350. The proposed initiative is Reclaim Your Voice, a workshop for sexual violence survivors. I told her I would get back to her regarding if we can sponsor the event.

President: I would turn to PDR for this event, but unfortunately we have exhausted our PDR budget line, so I would recommend sending them a list of other PDR sources of avenue.

31.6. Adjournment:

Moved by: VPA

Seconded by: VPE

Motion Passed

Meeting adjourned at 2:51.

MINUTES

Executive Committee

Meeting # 32

March 25, 2020 – 12 pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPE

Seconded by: VPA

Motion Passed

Motion to Adjourn

Moved by: VPA

Seconded by: VPE

Motion Passed

32.0. Call to Order

Meeting called to order at 12:07pm

32.1. Adoption of the Agenda

Motion to Adopt the Agenda

Moved by: VPE

Seconded by: VPA

32.2. Comments from the Chair

President: As discussed between the Executive, recognizing the policies, we are operating within the spirit of the policies and meeting through virtual meeting rooms. Recognizing that COVID-19 has been a very difficult to navigate and continues to directly impact the organization.

32.3. Executive Updates

32.3.1. President

PRES: Our organization is in unprecedented times along with the globe, as you know, due the COVID-19 pandemic. I do not think anyone anticipated this for world or for the end of our terms. I recognize the work that had gone into preparing for the ending of the term, and how folks are adapting plans to still move forward. That is encouraging to see. The CSA will continue to adapt to these changes going forward.

This past week I have be focused on operations, and the health and safety of our staff.

On a positive note, all service staff positions have been hired!

32.3.2. Vice President Student Experience

VPSE:

This week I have been focusing on Last toast, clubs support and virtual events week that will possibly include; Horticulture Club, Arkells, Chef for Recipe, Cooking lessons for common food, and maybe a cameo from Bill Nye.

32.3.3. Vice President Academic

VPA: Working remotely – my hours will typically be 9am-5pm Monday to Friday. I ask that you please limit calls and texts outside of these hours. Any emails sent after 5pm or on weekends will be addressed the next business day. This week, I'm working on my policy review, transition document, lobby document (VPE I need to connect with you about this), and the positive spaces training trial. I'm also navigating rescheduled meetings as I learn to use Teams, Webex, and Adobe Connect, among other online resources.

Working to support SHAC as we are now only with one Coordinator and experiencing a high volume of cases. Trying to support students as they navigate academic changes, including switch to online delivery, the pass designation, exam scheduling, and the drop date being extended.

32.3.4. Vice President External

VPE: I have been spending some time at the Student Food Bank. We are taking things day by day to figure out the best options moving forward. Last Thursday, we made a double order and gave out as much food as possible and give visitors \$50 gift cards for groceries. Our budget is overspent and we don't have much to work with. I'll be chatting with the Food Bank coordinator to come up with plans for moving forward. I've conducted job interviews for the Bike Centre and have made offers for the Bike Centre Repair Coordinator, and the Bike Centre Volunteer Coordinator. Working on research for ongoing campaigns, and writing an update to the finance committee on behalf of the Ethical Purchasing Committee.

32.4. Unfinished Business

32.4.1. SCI

President: Recognizing VPE sent an email from CFS about the government being granted leave to appeal. It's not a mandatory case right now so it won't be heard for a while until things get back to normal.

32.4.2. Exec Check In

President: I think we should be taking a different approach to this one. This is a good idea moving forward and developing an intentional communication plan for the following weeks as we won't be able to see each other for a bit. I wanted to gather thoughts on what that looks for us. Currently the staff send work plans the first day of the week, and I think it would be a good idea to envelop that without check ins on Mondays around noon with a plan and where we need support.

Monday at noon, to include Work plan, committees and support.

VPA: If we can also indicate whether responses are required, that'd be great.

32.5. New Business

32.5.1. COVID-19 General Update

PRES: We are in unprecedented times due to the impact of COVID-19, there are daily changes to how all levels of government and the university are responding. The CSA has had to continuously adapt in the past week and a half. The most current update that has come into effect is the Government of Ontario announcing a 14-day closure of all non-essential businesses. On the list of essential services that relate to CSA, is the pay-roll division and food banks. Everything else can be reflected as working remotely.

There is continued monitoring of government and university announcements to understand if there is an impact on our operations.

32.5.2. Training Budget (VPA)

VPA: We had mentioned that the budget for exec training and conferences need to be exhausted. I've identified some trainings that I would like to do, and am wondering if this is something that can be considered. There are some like crisis intervention that would be useful for SHAC, and being able to support students.

President: Is it realistic to bring back the motion once I take a look at the budget line and pricing of the training? It may be good for our incoming executives to also potentially receive this training as it may look like classes will be online come the fall.

ACTION: VPA to send details of courses, including prices and rationale, to exec. Also consider reaching out to Maggy/incoming exec about value in training opportunity.

32.5.3. ASA Letter

VPE: I wrote the letter but nobody has responded with comments, concerns, or things to add. I will be chatting with ARC later today on how to approach the situation. I don't want to burden them with something as heavy as this but I do want to honour their wishes and getting the consultation they requested. I've also reached out to some indigenous folks to read it over and they said the letter was good. I'm just waiting on your input at this point. I don't want to delay this further because the more we delay it the less appropriate it will seem.

VPA: Recognizing that we were unable to meet Monday, I did move our meeting to read the letter to tomorrow. VPE, I'm not sure how you want to go about it but maybe you can connect with ARC and we can discuss it with more time and attention to that tomorrow.

32.5.4. VPA By-Election

VPA: I wanted to touch base and see if there were any plans on what this would look like for the incoming executive. For me I think the biggest concern is the student memorial service. I've connected with the Arboretum director to discuss that, and the Business Office has booked the room for the fall. I'm wondering how we want to navigate that, if there was any consideration hiring a temp, or a field worker, or some sort of support that can be hired, or if the executive will be divvying up the workload.

President: It's been on my mind to discuss. I had a few ideas in mind, and we can hash them out here or I can check in with the VPA to identify workload, support, and tasks. The current thought was about having SHAC supported by the incoming VPSE as they have a lot of experience with SHAC. Depending on their comfort level, we may be able to develop a system of support but I wanted to get more detail from VPA to see the workload. September will be tricky as everyone is busy.

ACTION: VPA schedule a meeting w/ President, re: VPA portfolio/summer duties.

32.6. Adjournment:

Moved by: VPA

Seconded by: VPE

Motion Passed

Meeting adjourned at 1:01pm

ACTION: VPA to send details of courses, including prices and rationale, to exec. Also consider reaching out to Maggy/incoming exec about value in training opportunity.

ACTION: VPA contact President for a meeting, re: VPA portfolio/summer duties.

Agenda 33

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March 30-31

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~~VPE: I would like to add an agenda item titled "service staff" to the agenda, regarding the layoffs that took place. I know it's in the past but there's some new information that came to light and some things to think about regarding the summer.~~

~~President: I'm mindful of what goes into the minutes, we can address it when it comes there.~~

Calling to order 3:45pm.

Motion to adopt: VPE

Seconded by: VPA

Motion Passes.

Comments from Chair

President: Not a regular meeting, we are jumping straight into business.

Note: Business Manager, Office Manager, and Policy and Transition Manager were in attendance as guests.

1. Policy Discussion, Re: Absence of Board/Role of Executive – PTMete

PTM: I sent an email to the executives and the staff about this.

BM: I don't think the staff was cc'd in this- can we pass it along?

PTM: We had conversations with the executive about what happens in light of an absence of a board. *Insert Bylaw 1. 4* There was some confusion about what executive empowerment is. In a nutshell, I believe that based on the definition of absence, and based on the email vote, we do not have enough board members engaged via online let alone face to face. Based on this, Section 5.3.11 de facto happens as the organization has to continue. This clause allows for this sort of extraneous circumstances to allow for a decision-making group that can make timely decisions. Executive Empowerment implies that someone gave that power to you. The only clause I see in policy is that 5.3.11 where the executive is acting as a governing body in absence of the board. You could interact with the board and come up with a motion where the board could grant you empowerment, however I think it is too deep and too untimely.

VPE: I'm not as well versed in policies as the PTM might be. Before this meeting I did some digging and looked into things. Apparently, we can't say that we don't have a board because we do have a board. T-and they are not absent. The only way for that board to be absent would be if they were is if they all to resign. ned. Right now we have a board for this semester, and a

board for next semester, so we can't say the board is "absent". If you look at CSA rules of order, it speaks to this point about board members. Right now I do want to stress that we do have a board and in a way we are undermining that board when you say they are "absent" when they do exist. In the same document, it doesn't reference voting online anywhere. Technically, all board members can still be present and vote with a show of hands it doesn't mean it's an electronic vote. As long as we see their hands that can technically hear confirm their votes. I feel uncomfortable dismissing the board as a whole. And when it comes to exec empowerment and the decisions being made made today, we do not have exec empowerment. We do not have the authority to make decisions that we are about to make making without the board or the membership.

PTM: How do you see the policy I references?

VPE: I get where you're coming from and I get how that policy can be interpreted, however I feel uncomfortable saying that they board is absent when we do in face have a board.

PTM: You agree that the exec must fill in in the absence of the board?

VPE: Yes

PTM: What I'm hearing is you don't think we have an absence of the board? Are we able to meet face to face? No. Have we ever had a meeting electronically? No. Do we even know if it's going to work? We're allowed to have electronic meetings, but you need to have a few qualifiers. First of all, your policies cannot forbid it. Secondly, all board members have to approve it. You need to wait and ensure that each person can be identified. Take over the power, and work on policy to make these decisions. Now we have to make big decisions because things are changing and evolving quickly. I believe there is an absence of the board. We don't have the technological knowledge at this point to see how the speakers list and Robert's Rules works. Something else to consider is the lack of responses from the board on an important decision via email. It gives me little confidence of calling a board meeting. I understand where you're coming from, but the policy is very clear. I believe strongly that there is an absence of the board. If you put a vote out saying what should we do with student fees, how long do you think it would take to get a response? Everyone needs to work in good faith in longevity of the organization. There is no mutiny here, you are just assuming governance of the organization because there is an absence of the board.

VPA: Just wondering how many board members did respond to the email?

We received 14 responses total. Quorum is 12.

VPA: So are we not able to proceed with the decision made given that we did meet quorum?

President: This is where it gets tricky. We are assuming and acting in good faith of exec empowerment.

VPE: In my opinion, I still can't say that the board is absent given that those seats are filled. There are names and position attached with each director. Although they cannot be called upon in the 48 hours, I still think we do have a board and it's not absent. However, that is not the point here. If you look at Bylaw 1.7. The conversations we are having here, it is not up to the discretion of the board. The board or the exec cannot determine how we charge our fees. We are breaching bylaws by making such a bold decision ~~and~~ not consulting the members. I feel really uncomfortable having these conversations.

PTM: These are extraordinary times. If you go in theory of the membership, the membership feeds the board. The mechanisms for members to feed into the board are referendums, annual general meetings, and other mechanisms for them to get involved. Walk me through a reasonable way to get a major decision made.

VPE: I'm not comfortable making a decision on CSA fees without membership present. ~~By making a decision that the board has no ideas about, and how the board members have no idea about, wif we do this, we~~ are breaching bylaws.

PTM: I can give you reasonable assurance you are not breaking bylaws. That whole policy about membership is about increases. You are looking at waiving those fees. I don't think that they would think that it's a bad idea to waive fees. I think you are right in your purview to get membership input. The executive are deciding on the budget and you are recording how you make those decisions. Its extraordinary times that offer for extraordinary measures.

VPE: ~~I'm not really as familiar with the policies and bylaws, but~~ I did glance over the Not-For-Profit Act. There's a part where it says we have no power to waive or refund fees for services, and that a person who has entered an agreement may not refund or waive any fees ~~in the province of Ontario~~. I personally think we should be looking through this with a fine-toothed comb and I don't feel we should make this decision right now. It is in Section 2.3. in the Not-For-Profit act. Reading it made me realize there's probably more things we have to look at before making a drastic decision. I'm all for the students and I don't think under these circumstances they should be ~~forced to pay~~ paying a fee ~~that they might not benefit from the same way as they normally would~~, however at the same time we have to uphold our fiduciary duties. If we make this decision where we aren't doing that, it can set bad precedence in the future. By doing this we set this precedence.

VPA: I believe with the previous records to the bylaws, ~~you PTM are~~ referring to increases in Bylaw Section 1.8? I think VPE was referring to the section 1.7. where it states "any changes made to the amount...". To me this indicates as an increase or decrease, whatever it is that means the amount is not staying the same as currently charged, would require referendum of the membership.

PTM: In a normal circumstance, yes you would. However right now it's not possible. You can get the membership. Those sorts of policies are in place to jack up the fees. Let's say we go through it, the exec is governing. You make this important decision, you have a record of who was

involved and why they made the decision. Let's say September happens and someone questions these decisions. You present them with this information. We're going to do the best we can do with this group with as much input and collaboration within reason to keep this organization moving forward. We make the decision today to waive fees. I can assure you, the board can make a decision to amend the bylaws.

VPE: Although you can, the membership has to approve it.

PTM: Anything that is major, it will go to the board. You work under that policy until the AGM. If you made a major change, you would work under that policy until the AGM. Because it was so important, everything was there. As long as the organizational budget is good, know that waiving the fees will not come back negatively in my opinion.

VPE: I Would agree with that, and the faith in which this proposal has come to the table. I agree with everything and where everyone is coming from, it's just the issue I have is that if we make these decisions we are undermining the board and [we](#) set a bad precedence, and it makes a statement to the Ontario government ~~that we are waiving when we waive~~ our own fees. ~~Now anyone can come in and decide when you set your fees and when you don't.~~

PTM: Those are two different things. During a world-wide pandemic, where the governments have said stay closed, I disagree. I don't think you should worry about that.

VPA: I personally am not with the executive making a decision to change policies even with Pete saying it is within our responsibilities. Whether it is acting in good faith, I am not confident of that.

PTM: It is within your ability.

BVPA: I understand it is within our abilities. I do not think it is within our best interest as an executive. I don't think the executive should be making the decision to waive fees or change the fees schedule [that was approved by the Board](#). I agree with VPE's point in making efforts to support students, however I don't think with the effects that this could happen in the future and the bylaws that have been asked to be considered, I am not comfortable with the executive to change the bylaws or waive the fees.

PTM: I am confidently sure that if you choose to waive these fees, that is not breaking any policy. It does not break 1.7 where they need a referendum, but I can verify that.

VPA: It is within the policies that the President's duties to collect all fees in full and in a timely manner.

PTM: What's the alternative?

VPA: To collect the fees. It is our responsibility for the students and to continue to support students because we do not know how long this pandemic will go on.

BM: I feel like there is a few different concerns. It sounds like the concern is how do we not collect fees as a political statement. I struggle with collecting fees when we are not providing services that the students expect. As it is becoming increasingly aware. It's hard to guess at what the future is like but I'm struggling to take the money when we are not providing students with something. It feels like a bit of a wash, but maybe that is not what the discussion is about.

VPE: Just because there are no people on campus it doesn't mean that we are no longer relevant. We can still continue to do the work we do. Advocacy is a big thing students benefit from whether they are on campus or not. The work we could do this summer, we can still be very relevant and do what we are doing in a way that is relevant to the student body. We can be creative. I know we are acting in good faith, but what makes us think that people in the future will not be acting in good faith?

BM: I feel like that could've happened already. The only reason this is being entertained at all is that we are in a pandemic. We've been told the accounting office shouldn't be there. This isn't normal. We need to make decisions in the best interest of this organization. We shouldn't be on campus. If we have enough money in the budget to provide the executive to be there, then they can do that work. We need to work in the best interests of the organization and the students in general. We are mandated by the government not to be there and we are not listening to that.

President: We have morphed into the second item of the agenda.

BusinessFinance Who is this??: This started out as an idea as a good faith gesture as a way to offer some subsidy to students. It came from a good place. If folks that really feel this is too complicated then make whatever decisions. I think that we do need to be careful of what work we are planning for the summer. It's not okay that I have overtime. Workers are not keeping social distance. There are certain elements that we need here to operate. Perhaps the conversation is flipped around the wrong way. I was not able to articulate the full summer plan. Yes, the executive will be advocating. \$8,000 doesn't change us. Its about how can we get all of us home where the work we do can be exclusively online. I think we have to look at this a bit differently, and I agree with Pete's interpretation. I do not think we would be able to wait for the board to make a decision. I do think a global pandemic is more than sufficient. Decisions to have to be made by tomorrow.

VPE: I understand both sides and exactly where we are at. I personally feel uncomfortable making a decision on something so big. It's wrong to charge students a fee when the services are closed and they are not requiring those services. I don't know how long this will last. I don't want the Not-For-Profit act to be compromised.

PTM: I've done my due-diligence and have interpreted the best I can. Nobody wants this, but this is where we are at. This is what I have advised. This is when leaders step up and do what they do, and do the best we can so that the CSA is here for the next 150 years.

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2. CSA Fees - Dena

President: Recognizing the handful of perspectives, and the concern about what level of service, I know we are stuck in a rock in a hard place.

VPA: I completely recognize the amount of work that is being put into this, and I appreciate it. I would be more comfortable if we go forward collecting the fee, would it be possible to create an emergency bursary fund recognizing some may need it. Rather than holding the fees in a reserve or allocating to a service that is not operating, is this something we could consider if it is manageable.

Business: What does manageable mean?

VPA: ~~Is~~ this something that we are capable of setting money aside, creating an application, keeping information confidential, creating ways of how we can support students, providing funding for a bus pass or groceries or anything they foresee in an immediate time to meet their basic necessities. I also look at it from your perspective in the Business Office whether it is something you can do in terms of providing a transaction to students.

PTM: Why does this decision have to be made tomorrow? Why not in a month?

President: We work with the Registrar's office and we have been given the deadline of April 2nd. This is of all the invoices that go out to students for the summer.

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PTM: The university is doing their collecting as usual, correct?

Business: I believe they are struggling as well. If you are designated as a DE student, you only take online courses. You don't pay any fees with the exception of Health and Dental. This is where financial services are trying to sort this out, whether they have this designation and no one pays any fees. This conversation could land that there would be no fees paid at all. The decision to waive our fee needs to be made by tomorrow evening.

PTM: So let's say we go to the Registrar's office tomorrow and ask to charge the fee. Could we collect the fee, and say later, "We are staying up to date with directives from the government and university. We may decide to refund this fee later". Is this an option?

VPE: I think it's an amazing idea to have bursaries, because it's better to collect and redistribute than to not collect. I feel uncomfortable charging students a fee if they are not using the same services. At the same time, charging them the fee and giving it back to the students who need it the most would be really effective and would help out students who need that support. I would much rather collect it than not collect it at all.

Business: In terms of money, we have enough in our surplus to set something up like this. In terms of approving a budget to students in need, we would really need to understand the

application process, who is managing it, and that for me is far more transactions, which is what I'm hoping we pull back on. What I'm worried about is not having the structure in house to actually offer that sort of support. I would not be in favour of collecting the fees to give to some as it would get quite a bit of time. No, we cannot return the funds without going to the registrar to and asking them to make refunds.

VPA: Recognizing setting up a financial thing would require a lot of work, I'm wondering if we can say we will collect the fee but instead of remitting to the CSA, we ask for it to be directed to financial services to distribute it as part of their emergency bursary fund. They already have all those processes set up in financial services, and I would presume they are getting an increased amount of requests. This will be a transfer of the funds that we collected, hopefully alleviating those concerns raised.

Business: It's a large budgetary decision. I would far more favour that we direct money from our surplus. They would want to see our motions on where to direct the fees. I think that's a different project. If the decision is to just collect the fees, then if that's the majority I don't have a worry about it. I think it would be a service to students to soften the blow financially. That's where the heart of it. If it's creating different anxiety, that's for you folks to decide what to do.

PTM: My question is what is preventing us from what is collecting our fees today, and reimbursing it later?

Business: I did say that would not be an option because of the amount of work from the registrar would be large. It's too much work for them.

President: I think we currently need a standing point on what the executive is currently able to do.

VPSE: Not comfy.

President: Correct me if I'm wrong, but the concerns raised is that the board is not absent.

VPA: I think it's a difference of interpretation of the policy. I don't think this is a decision that can ONLY come from the executive.

PTM: 5.3.1. gives you exec empowerment. If you don't agree that there is an absence. You have to make these decisions or figure out how to have a board.

VPE: Given that no one has resigned and every seat is filled I don't think we have an absent board. How would we cover wages if there is no fee for the summer that is being collected for the permanent staff?

President: Being mindful that the fees collected are \$8000 total.

VPE: Where does that money for wages come from?

Business: We have \$1 million in our accumulated surplus. \$650,000 of that is what we have to set aside to carry all wages and expenses until October 15th. We have that in the bank ahead of time. The money is already in the bank to take us until October.

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PTM: As a corporation, you would lay off employees if there are no services to your members.

President: Being mindful that we are getting close to 5:00pm and people wrap up work for the day, we need to have decisions on executive empowerment and the fees, and bus pass. If we can jump back of how exec want to proceed. There's concern about not being able to set up an emergency board meeting.

PTM: I think the immediate need is that Do we all agree that there is an absence of the board, and that the exec is de facto the governing body and make decisions. And how are you going to get a board together if you do not think there is an absence? I don't think you can logistically get a board meeting within the next 3 or 4 weeks earliest.

President: For me the sticking point is that the not-for-profit corporations act says that all the board members have to agree to it, we cannot proceed. Seeing that I only received 14 of 23 votes from the board, I struggle to see how we can proceed. Our hands are tied with what is realistic.

Business: The world absent is not interpreted as that we don't know who they are. It is the ability of the board to govern.

VPA: For me there are certain decisions that are reasonable to make pertaining to our portfolio, but some decisions not being comfortable. I still think there should be an emphasis in having the membership involved, including this membership fee and there is where I am drawing.

VPSE: Yes, me too.

PTM: We have to decide whether we are able to make decisions. Healthcare workers have to decide on who need ventilators and who don't, and it's not a decision they would be comfortable with. You have to make uncomfortable decisions. It's not about being comfortable at this point. It's unprecedented times, and if you agree or disagree.

VPA: While I understand the comparison that's trying to be made, this collection of fees is not life or death decision. I struggle with comparing it to healthcare during this time, it seems insensitive.

PTM: I was referring to the weight of decisions. I'm sorry it was misinterpreted.

President: Recognizing if we were to try and go for an electronic voting, we would need all board members to agree. If we do not have everyone in agreement, we cannot have a board vote. I'm looking to exec of are we on a common ground of where we stand and what we need to do as a team. We can talk through the other issues.

PTM: You folks may want to chat freely without the core staff hanging around.

VPA: I think that when we are looking at decisions, it has to be on a case by case consideration of how we are making decisions. While all 4 exec might be comfortable making a decision on one item, it doesn't mean that we will be completely comfortable making decisions on another item that is unrelated. That's why I think it needs to be a case-by-case with whether exec make that decision.

President: Happy to talk through each decision. My main focus is how we are operating without a board and what the executive is going to do. Do we want to reconvene in the morning to discuss everything that was discussed today?

VPSE: comfy sleeping on it.

VPA: I'd like to sleeping on it.

VPE: sleeping on it.

Looking to schedule two meetings, one in morning and one in afternoon.

3. Transit Fees – Dena

Business: Transit called and the general manager fully understands that virtually every course will offer online and that DE students are not charged this fee. They will, for the summer, permit us to not charge the fee. MY concern was how students who need and want the bus pass, because we won't have the staff to manage the opt-ins. They will sell the opt-ins themselves. They will put it in a written document,

VPE: Will all the courses be listed as DE regardless?

VPA: I haven't heard of any of it just yet but I'm happy to email the Registrar and other folks I know who might have been involved in that decision. I can hopefully connect tomorrow with you to provide more information.

President: They should have information shortly about what format classes will be in.

4. Service Staff

VPE: It didn't really make sense to me. At the time that the layoffs were happening, I was interviewing people. It made no sense to me to hire people for the upcoming semesters. Plus, over the summer, if the current service staff are not here, who is going to be transitioning the [senew service staff?](#)

The government announced that they would be subsidizing up to 75% of their weekly salaries. I was wondering if we can recall those terminations to work on transition. I was wondering why we were laying them off when they needed our support the most?

President: I'm going to try my best to answer all your questions.

VPE: I think its applicable to minutes.

PTM: You can make that decision later.

President: Speaking to the salary part, I wouldn't necessarily call them salaried.

Business: They weren't laid off, their contract was terminated early. The only people that could technically be laid off was if there was a decision to lay off one of the core staff. These were terminated early with two weeks lieu in an effort to keep them safe. We have a different compensation package for transition manual.

President: Everyone was asked to submit it early. We assessed each service and someone is returning in some form next year that can help with transition for the staff part. This year's contracts were ending in some point mid-in April regardless, and we still have to hire on for the fall semester start.→

~~VPE: I was thinking of the food bank coordinator who was assured to be working the end of April. However, their contract ends in August. After April, will she be laid off? Have those conversations happened?~~

Business: ~~Her contract does end in August.~~ Our priority was to address the service staff so they could get their stuff-things off of campus. This week was supposed to be about moving forward. Is there an agreement around the table that the power and decision-making lie on the executive? There's been no conversation around the food bank other than keeping them and you safe.

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VPE: Since the board can't meet, I could see how the board could be considered absent. I feel like we still need to have that conversation and I do see it both ways. I just feel the need to have more conversations about this and coming up with conversations on how to engage them and have a transparent conversation on all the decisions were making right now

~~MY FINGERS HURT – you're doing amazing sweetie!~~

Discussion Continued morning of March 31st with Executive Team

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President: The main intent is to hash out who is the main governing body during this pandemic. Ideally by the end of the call we have a better sense of what that looks like. Pending that decision, go forward with the other things on our plate. I want to start with a ~~preamble~~preamble. I understand where you folks are coming from of being concerned of the policy line of the absence of the board. I'm still a little confused because last week when we sent out the email to the board, we had sent it forward. The board has come back and the majority of responses was Option 1 where we act in good faith.

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VPE: I know there were concerns of how the word absent was ~~interpreted~~interpreted. Especially now that we've received a direct response from the board, it does seem like we have an absent board. I trust PTM in that and how he interprets it. I'm okay to move forward with the option the board has chosen and having the executive committee being the board.

President: I had intended to send further communication with the board and keep them in the loop but after this decision. Definitely still wanting to have the voice of board members that are still active.

VPE: I want to have a level of consistency, because it gets too confusing and would rather have more voices than fewer at the table.

VPSE: would rather have special meetings with perspectives given we are only voting.

VPA: I'm comfortable moving ~~ggg~~ forward this way. My only ask if that by the end of day Thursday or early Friday we have an outline of what communications are expected between us and the board, so we have our own way of accountability and are able to send updates back and forth. Having that timeline laid out with set days of communication will be more reassuring to me that we're still moving forward in a good way.

President: I know you raised it last week of having a timeline within 48 hours. Definitely have intention of filling that with more detail and get the baseline direction of the timeline out.

VPA: The other thing for me is that if there are updates, they go to the ~~Board~~ collectively. ~~We~~ can all support each other in the way we communicate with the board. Making sure we have a unified front.

President: Completely agree. In my head it was almost like the board package. I'm hearing more consensus that the board is unfortunately absent because we have limitations of what we are able to do. The board hasn't sent us into exec empowerment but we will be following similar terms. The main operational thing we will have to do is approving the budget because that has to be done May 1st. I can't speak to what other curveballs are coming our way. It will put us in positions where we will have to take our voting power to the table with uncomfortable positions.

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VPE: I'm okay moving forward the way we're moving forward.

President: Do we want to use this time to book the special exec committees and set the topics?

Continued March 31 1:00PM, Executive, PTM, OMES and BM present

26 minutes of minutes not recorded

Business: I just thought of something- what if we charge 50% of the fee.

PrResident: Some service staff will still exist in the summer. I look to the exec with some concerns.

VPE: If we do collect the summer fee, when and how will we use it?

Business: The fees for the rest of the year are taken into account in the beginning of May.

PTM: The decision isn't if we have money or not. The decision is whether we can still operate without the \$8000 summer fee.

Business: Absolutely.

VPE: The question is not whether we will operate or not. The question is how can that the extra \$8000 can be used to help the membership?-. I know that right now all the services that the CSA offers are not going to be available to the same extent but that doesn't mean that students will not be needing a little extra support throughout the year. For instanceinstance, international students may need it even more and be in a worse socioeconomic stance that they were before. It doesn't hurt to collect the fee and use it in a mindful way that supports the students. In that way we are not just collecting fees without doing something with it, and we're not breaking bylaws. I want to use it in the best possible way. It means that we won't be using it in the most traditional way, but I want to get creative and make sure we use that money in the right way with the interest of the students. Students will be needing a lot of extra support after COVID 19.

Business: To pick up on everything you just said, it supports everything what my natural inclination says. We can put together a draft budget and always amend the budget. We did it the exact same way as last year and throughout the summer we were changing and changing and presented it the same way

VPE: I agree with that. I just don't want to not collect the fee. I do understand. I want to do things right.

President: we all have very good intentions in this conversation. We do not know what the post-covid COVID situation will be and its likely getting worse for students. It will definitely be a conversation around how we can support them. I think our core staff brings a lot of value of working through different mechanisms. I think in the next couple minutes its finalizing if we have a yes or no around keeping the CSA fee. I'm interested in hearing from the other

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executive. From my perspective it would be in good faith not to charge the CSA fee but I recognize it might be better to charge it and try our best with what we have.

VPSE: I'm in favour of charging the summer fee for 2020.

VPA: Also in favour of charging ~~it~~ and using the funds to the best of our ability to continue supporting students.

President: I also want to recognize we are trying to operate in the best of our ability, but there will be some limitations to what we can do. Yes we may be able to collect the fee, but we will not be able to operate to the same level.

MINUTES

Executive Committee

Meeting # 34

April 1, 2020 – 4:00pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPE

Seconded by: VPA

Motion Passed

Motion to Adjourn

Moved by: VPA

Seconded by: VPE

Motion Passed

7.0. Call to Order

Meeting called to order at 4:06 pm

7.1. Adoption of the Agenda

Motion to Adopt the Agenda

Moved by: VPE

Seconded by: VPA

Motion Passed

7.2. Comments from the Chair

President: It's week three of trying to understand the impacts of COVID-19. Still working towards operate that is safe for everyone.

7.4. Executive Updates

7.4.1. President

PRES: This week I have been and will be looking at summer semester fees and what is appropriate to charge, FoodBank operations with the limitations of COVID-19, Board communication, and core staff check ins and workplans.

7.4.2. Vice President Student Experience

VPSE: The Live Stream “Study Break” programming is complete and the schedule will be up tonight. If everyone can send me their cheering video by Friday afternoon, that would be great. Please ensure its shot on your iphone/phone and make sure you’re far enough back so I can put it into a square format and not have your forehead/head cut off. Grad Week is next week, from April 6-9. Make sure you tune in. It’ll be a heavy social week next week.

7.4.3. Vice President Academic

VPA: Working remotely – my hours will typically be 9am-5pm Monday to Friday. I ask that you please limit calls and texts outside of these hours. Any emails sent after 5pm or on weekends will be addressed the next business day. This week, I’m continuing work on my policy review, transition document, and the positive spaces training trial. I’m also have meetings that you can see in my calendar – finally getting familiar with Teams and Webex. Otherwise, I have a fair bit of flexibility in my schedule to offer support, if you need it!

7.4.4. Vice President External

VPE: Hi everyone, my main priority is the food bank at the moment. The university has created a COVID19 Food Security Group, which is really great to see. Right now, we not have any money to work with for the food bank for the entire month of April. The Food Bank Coordinator has been receiving emails from students who are seeking some extra support. I hope the university can pitch in and help us support our students better.

7.5. Unfinished Business

7.5.1. VPA Courses

VPA: With my Monday check-in, I sent out the courses I was looking at for my role and portfolio. If I completed all of them it would be about \$450, and I recognize there is some overlap in the content for a few of them. I leave it to your discretion of which ones you think I can take as I finish my role as Academic and can give more insight as needed.

President: Did you get a chance to check in with the SHAC Coordinator on what would be best for them?

VPA: If I'm able to do these courses and I feel they are applicable, then I would recommend for the incoming staff. This would probably be better than everyone doing them at the cost upfront, without knowing what value they will add or application to the role. Sort of so I can vet them first with my knowledge from this past year and seeing which would fit best. They're all learn at your own pace so they can be done at any point, perhaps better for the summer for incoming staff.

President: I look to anyone else on which courses you feel are applicable.

VPA: I see a lot of value in the crisis prevention, it's a fairly short course. Those ones would be good to have knowledge of right now as there are a lot of cases coming into SHAC recently. In terms of the other courses, there were three I had originally brought out and came across the other two that I've added in about disability support, accessibility, and inclusion. There's a little bit of overlap of inclusive design and the disability inclusion courses. My preferences would be for the following courses: Crisis Intervention + Taking Assertive Action Training, Disability Inclusion in Education: Building Systems of Support, An Introduction to Accessibility and Inclusive Design. I think the combination will give me a well-rounded knowledge. If possible, within the budget, I would also like to take the Leading for Equity, Diversity and Inclusion in Higher Education.

President: We're potentially looking at four, would that be manageable to complete recognizing it's one month out? I wanted to check in on that front.

VPA: I have a fair bit of time this week, as well as next week so I definitely think it's manageable to get them done by the end of next week. It would still give me three weeks to get the most application to my current role and make recommendations for the incoming executives on which courses would support both VPA and SHAC in their roles.

President: Looking at the budget, we're looking okay. With the recommendation, we're looking to spend \$255 and does not impede the budget for the incoming executive.

VPA: I'm not 100% if these include tax, keeping that in mind with respect to the budget.

Motion: to allow up to \$300 from budget line 21530 (Executive vision/training/transition) budget line to support the courses VPA will take.

Motioned by: VPE

Seconded by: VPSE

Motion Passes. VPA Abstained.

7.5.2. Exec Check-In

President: I know we did our email one on Monday, just wanted to check in to see if we're okay to continue with that format.

7.6. New Business

34.5.1. Spring/Summer Fees

President: The Executive discussed earlier today about summer fees and whether it is appropriate for all fees associated with the CSA should be charged. The marker has been if the fee can provide virtual support then it can be charged. The only fees that were cause for concern that could have limited virtual support were the Menstrual Hygiene Initiative and the Affordable Housing Initiative. After discussions, the executive were determined that there can be creative solutions to still supporting students, even remotely with the MHI, and that there will likely be a need to support Affordable Housing Initiatives seeing that students are financially impacted by COVID-19.

7.6.1. Questions, re: SHAC (VPA)

VPA: I had an email back and forth with the SHAC Coordinator. She had questions about the summer roles in terms of SHAC and has a transition meeting with the incoming SHAC Coordinator later this week. The two questions the current coordinator had was that her contract ends April 17th, where there was a two-week gap where the new coordinator comes in on May 1st. We're wondering what is going to be done with SHAC those two weeks. Is there a possibility of either extending the current coordinators contract or beginning the new coordinator's contract early, or are we transferring SHAC duties to VPA for those weeks? I'm just not sure what we're doing to make it easier for students that time.

President: Good question. I would see it to fall on the VPA during that period. Given that normally without COVID we would see a decrease in cases, but now with everything going on is it's different.

VPA: I connected with the current coordinator that it would be manageable for the new coordinator's capacity in the summer, although she might be a bit over her summer hours. The current coordinator just wants a definitive answer of which executive they are reporting to and can seek support from. I think based on conversations, is that SHAC would be best to remain with the current coordinator over the summer. We're just not sure with that two-week window at the end of April.

President: Another thing we discussed earlier this week is that our operations will not be normal with COVID-19, and mindful that it may reduce executive hours over the summer. There's still conversations going on to figure that out.

VPA: Yeah so just for those last two weeks, would it be better for me to have access to the SHAC emails or would to have all redirected to the VPA email? I might need some assistance, I would just need more information from the current coordinator before that point.

President: Can we come back to this one? I just want to take a look at the contracts to see what we're working with in terms of flex hours and other potential changes.

VPA: Yup, can I book something in our calendars Friday or early next week to discuss?

President: Next week would be better.

VPA: Okay, I'll get something in our calendars. Thank you.

7.6.2. Summer VPA duties (VPA)

VPA: Dena and I had a conversation earlier this week about this. Just wanted to further these conversations but I think it would be better to come back to it after Dena and I chat again and we can then include all the exec when we have more information. So I'll add it to the agenda next week or the week after.

7.6.3. Board Update Timelines

President: We'll be doing weekly or by-weekly updates to the board. I was wondering if you were okay with having it completed every Friday for updates. It can either be myself or our PTM to compile them. Have all the documents in at Thursday at noon.

THURSDAY AT NOON for all further updates – including Executive committee minutes.

End of day Thursday for tomorrow the 2nd. April 16 at noon. April 29th at noon.

7.6.4. Executive Discretionary Fund

VPE: I wanted to see if you folks would reconsider where the discretionary fund is going. I wanted to see if we could potentially redirect some of it to the food bank. I wanted to see if you were willing to re-allocate those funds, whether it be \$1000 or \$1500. These are depending on the conversations I have with the university.

President: I think it's a good idea as the previous funds were allocated to "in person" things and it would be good to allocate it.

7.8. Adjournment:

Moved by: VPA

Seconded by: VPE

Motion Passed.

Meeting adjourned at 4:47pm

MINUTES

Executive Committee

Meeting # 35

April 8, 2020 – 1:00 pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPA

Motion Passed

Motion to Adjourn

Moved by: VPA

Seconded by: VPE

Motion Passed

7.0. Call to Order

Meeting called to order at

7.1. Adoption of the Agenda

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPA

7.2. Comments from the Chair

President: Welcome to week four of physical distancing and dealing with COVID responses. Thank you for your time and energy to helping this organization to try to adapt to all these changes. We're very close to finishing our term, so that's exciting to look forward to.

7.4. Executive Updates

7.4.1. President

PRES: An important focus of the week is finalizing the COVID Response Chart that will be sent to the Board of Directors to explain decisions that have been made to adapt to COVID-19. There has been a highlight overview of information placed in the singular document to help provide as much context as possible. I will also be dedicating a lot large portion of my time as previously mentioned, and I will continue to review, what summer operations will look like. I will be touching base with each VP to discuss previous summer operations, and how COVID will likely impact that change.

7.4.2. VPSE

Study break, last toast, meetings.

7.4.3. VPA

Courses are going well, still working on them. We had a Senate meeting last night and it was basically providing updates about the changes to academics and research on campus due to COVID-19. They highlighted the changes to grading schemes, with the pass designation, and the extended drop date but no substantial conversation about that. One thing that came up that was great to hear was the support for students who don't have access to internet or computers – CCS is signing out laptops to be used by students who have expressed the need. There was a number of concerns about final exams and assignments that have moved entirely online and it's good to see they are being addressed. A few other questions about academic integrity with the shift in exams being online. I'm chatting with Ray next week as well so I'll have some questions for him about these changes. Still waiting to hear back if these supports and the pass designation/late drop will be continued into the summer to support students in this ongoing shift in learning environment. Also met with OACCTF to discuss access to textbooks. There is a number of concerns with students not being able to access the textbook reserves because of the library closures. We're going to be reaching out to profs teaching courses in the summer to encourage them to adopt OERs and/or not test on their textbook material (i.e. making the text optional) because students will not have access to reserves from the library. I think that's all from me, I hope so, my brain is struggling.

7.4.4. VPE

No update provided.

7.5. Unfinished Business

7.5.1. SCI

Pres: No new update from last time. It's still unlawful. I think it'd be good to try and capture what we did during this time.

7.5.2. Exec Check In

Pres: Just wanted to check in again with the structure we have and our weekly check-ins. I know our core staff has been email formatted, my intention is to host a real core staff meeting soon. I think it may be a little redundant but just wanted to check in and see what you think.

VPE: Also think its redundant and I don't know how to have separate information between our check in and the staffs. I think a virtual meeting is best.

7.5.3. Exec Discretionary Fund

VPE: As you know we've received \$20,000 for the Food Bank so there is no need to allocate the discretionary fund for the food bank so we can re-allocate the money we originally decided on. However I know there is a need for health care workers and PPE, or international students stuck in residence. Just some ideas if you want to re-allocate the funding.

VPA: I know one of the things we previous allocated the money for was teaching unions, one of them has reached a tentative deal. With schools being closed theyre not taking any action right now but they are working online. I think we had set aside \$1000, just opening it up for discussion to see if we should reallocate it to anything else.

President: I think it would be a really nice idea. I think there are a lot of possibilities and it would be cool to support that. Either food bank or our students in residences. I think the money for the teachers union, I think it would be appropriate to switch those two allocations to COVID-related ideas.

VPA: There's a group that started an initiative to deliver stuff groceries from local businesses that we may be able to arrange for students in residence. It is quite costly though.

VPE: You know how you could do delivery requests during exams, we could do that to students in residences through SkiptheDishes or something.

Pres: I struggle with the administrative idea of that, I think giving a lump sum of money to someone who already has systems in place would be a lot easier.

VPA: Killer Cupcakes downtown does delivery for cupcakes this weekend. Maybe that's something we can have delivered to students in residence.

President: I struggle with students who are vegan or gluten free with that idea.

VPA: Alternatively, the university is 3D printing their masks or making sanitizer.

VPE: It would be cute to do something for grocery store employees.

President: Do you want to set up a meeting tomorrow with research to see how that would all work?

ACTION: VPA to set up meeting for Discretionary Fund.

7.5.4. Special Executive Meetings

Pres: How do you folks want to go about this, with trying to keep business critical while being limited to what we can do right now with last minute tasks popping up due to COVID? Turning to you folks to see what ideas you have with special executive meetings? If everyone can send me an email with ideas that would be great.

7.6. New Business

7.6.1. Transit Update

Pres: Last week we discussed the transit fee and whether it could be avoided to be charged to students. We're just waiting on confirmation from transit that the City of Guelph will not be charging the fee to students. Mindful that transit is very busy right now trying to adapt. They said they won't be able to give us a written statement very soon.

VPE: What about for this semester? Students were asking about refunds.

Pres: I can't say its not necessarily happening but transit is still having conversations surrounding the refunds of the most fair and realistic outcome.

7.6.2. New Campaign

VPE: A rent strike is our new campaign!

Because of COVID, not a lot of people can pay rent. Guelph has been really on top of this issue and something that has already started. I'm wondering if a rent strike is something that you folks are interested in supporting, especially for students.

Pres: I like your thought process, I don't quite know what this would look like. It is the one on one relationship you have with your landlord, but I do see value in a one pager of how students can have conversations with their landlords.

VPE: Even if I collaborate with SHAC on what's legal and what students can do. Given that the campaign has already started, it wouldn't be our campaign, just one that we support. How do we help students with their financial difficulties and call on the government for more support? Such as calling on MP's. I will be reaching out to the campaign organizers on how to rally around this. I do have to do more research on our part and how we can help.

Pres: I think it's a good resource to students especially those who continue to pay rent when they live with their parents. I struggle with reaching out to SHAC to overload them but I think it's a good idea.

VPA: I recommend reaching out to the SHAC Coordinator as she's dealing with a lot of these issues. She still has the lawyer available.

VPE: Right now CFS is organizing around the CERB but maybe a rent strike is something that would be effective.

7.8. Adjournment:

Moved by: VPA

Seconded by: VPE

Motion Passed

Meeting adjourned at

ACTION: Check in with President about summer responsibilities with each role.

ACTION: VPA to set up meeting for Discretionary Fund.

MINUTES

Executive Committee

Meeting # 36

April 9, 2020 – 12:20 pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPA

Motion Passed

Motion to Adjourn

Moved by: VPA

Seconded by: VPSE

Motion Passed

7.0. Call to Order

Meeting called to order at 12:21 pm

7.1. Adoption of the Agenda

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPA

7.2. Comments from the Chair

Quick meeting to discuss and motion for Exec Discretionary funding and reallocation during COVID-19.

7.5. Unfinished Business

7.5.1. Exec Discretionary

President: The Executive Committee has met to discuss options for the executive discretionary funding that could be used to support initiatives that are directly supporting those impacted by COVID-19. As we have discussed, our FoodBank needs financial support to provide grocery gifts to visitors. There is an \$1800 difference between that funding they have now and what they need to ensure single users receive equal amounts. It was also discussed to inquire about resources that are available or could be available to students that remain in residence. VPE will be connecting with Residence Life support staff to learn more. It is intended to use the remained of the budget line towards this potential initiative.

Motion to reconsider the allocation of the Executive Discretionary budget line from Executive Committee Meeting 30.

Be it resolved that the funding initial allocated to 'Ontario Teaching Unions (ETFO, OECTA, OSSTF, OTF, and AEFO)' and 'on-campus action in solidarity with Wet'suwet'en' be reallocated to the Guelph Student FoodBank.

Be it further resolved that \$1800 of the Executive Discretionary Fund be put towards Guelph Student FoodBank donations for digital grocery gift cards.

Moved: VPSE

Second: VPA

All in favour.

Motion passed.

7.8. Adjournment:

Moved by: VPA

Seconded by: VPSE

Motion Passed

Meeting adjourned at 12:34

MINUTES

Executive Committee

Meeting # 37

April 15, 2020 - 3pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPE

Seconded by: VPSE

Motion Passed

Motion to Adjourn

Moved by: VPA

Seconded by: VPE

Motion Passed

37.0. Call to Order

Meeting called to order at 3:03 pm

37.1. Adoption of the Agenda

Motion to Adopt the Agenda

Moved by: VPE

Seconded by: VPSE

Motion passes.

37.2. Comments from the Chair

President: Week 4 of experiencing COVID impacts on society and trying to understand all the impacts of the organization due to COVID.

37.3. Executive Updates

37.3.1. President

PRES: A success I'd like to raise is that the \$20,000 donation from Alumni to the Guelph Student FoodBank is almost all distributed out to visitors and their dependents. Our Business Manager worked diligently and in collaboration with our FoodBank Coordinator to bring those gift cards to those who need them. As previous ECM updates indicate, I am continuing to have conversations about summer operations, and considering options for supporting the VPA vacancy during the summer semester. I am supporting the PTM to build an Executive Transition Program for our incoming Executive. Final item to note, I am working with OMES to connect with our incoming service staff who hold flex hours during the summer semester.

37.3.2. Vice President Student Experience

VPSE: Last week's Study Break Live Stream programming went extremely well. We had a lot of viewers, and particularly the ones with professors were extremely popular. Dr. Andy Robinson's donkey live stream was the most popular, followed by Ajay Sharma's. Ajay will be going live for the next week or two weeks, with his next one tomorrow at 8:00 pm. Last week, the last toast was also incredibly successful on the online format. The last toaster, Cameron Stotts, did a fantastic job. This week, I'm working through supporting clubs, specifically with accreditation and supporting their own transition. Starting to work on my transition report. Still have a meetings here and there. Homecoming is working on a contingency plan, which is facing an all or nothing approach at this point: Either school is back in session and the sports season will continue as previously normal, or school is online in the fall and homecoming will be cancelled. The April UC Board meeting was cancelled, and the executive committee has empowerment until September. I don't know if its been communicated to everyone but in a meeting the VPSA mentioned that the possibility of online classes is not to be communicated to students at this time. A reminder to complete ECM minute edits by noon tomorrow.

37.3.3. Vice President Academic

VPA: This week I have several Senate related committee meetings. Yesterday at SPPC we talked about all the academic changes going on and how the university is preparing for the summer semester now that they've announced there will be no face-to-face classes or exams. It's looking like there will be 3 Senate meetings over the summer semester to keep us updated on everything in the academic realm, so that'll be something we have to figure out with the VPA vacancy. I did ask whether the pass designation option and late drop would be offered in the summer as well, but the Provost cautioned against that given that most (~80%) of the courses were expected as DE anyways. President Vaccarino asked what I think the biggest challenges for students are right now that could be discussed at Senate and I mentioned financial including rent and food insecurity, losing work opportunities for the summer, the shift to online delivery of courses and just the unknown of what lies ahead – the uncertainty of if fall courses will be alternative delivery, and whether they will decide to delay their studies a semester or year to return to face-to-face classes. I also had a meeting with the OACCTF yesterday and we were discussing the challenges accessing textbooks for those in summer courses. We're going to be reaching out to summer semester profs who may be able to adapt

to OERs for their course, so that's ongoing communication. There's been several other committees within the VPA role that have reached out for summer availability so also navigating those, letting them know about the vacancy and likely division of duties still to be determined. I've encouraged them to continue sending calendar invites to this email and indicated the incoming exec will be monitoring it.

37.3.4. Vice President External

VPE: No written update provided.

37.4. Unfinished Business

37.4.1. Exec Check In

President: How do you feel we are with exec check in? I will be setting core staff for Tuesday again next week.

VPE: I like having it in email then we can have it written, where core staff is a good place to bounce ideas. I think if we do the check ins on Mondays it helps me gather my thoughts for Tuesday meetings but I don't really have a preference.

VPA: I like the emails but I do see that they're redundant, but I also think that I don't know... I don't really know. I see benefits and cons to both.

President: We would likely be doing two more if we just want to go with it. It's a bit more of an intentional step with what support you need or what support to give.

37.4.2. Special Executive Committee Meetings

President: I wanted to chat before I sent anything out, but what other critical business do you see that need to be discussed? I'm at the point where I think it would be best to cancel these meetings as I don't see it feasible to have a budget approved or tentatively approved by end of April as the Business Office has a lot on their plate. It's not possible at the moment to have the draft written up. That's why I would like to email the board to say that it will be reconsidered in May.

VPA: Could I just ask that you emphasize that we're committed to maintaining open communication and still available via email or call during normal business hours?

President: Yes absolutely

VPE: Why is it unrealistic to have a meeting?

President: I used the word unrealistic in the way that its unrealistic to have a budget drafted prepared prior to the beginning of the fiscal year end. COVID continues to add additionally work and variables that limit the time available to continue to the process of developing the budget. These special meetings were proposed for the intention to discuss

critical business to the organization and seeing as the budget is the only critical business item raised, then it is deemed appropriate to postpone these special meetings until there can be more conversation about the budget.

37.4.3. Executive Discretionary Follow Up

President: Touched based with VPE, we haven't heard back from Residence Life. The VPE prompted this to be in here if we had any other ideas for the discretionary. Wondering what other folks are thinking about this.

VPSE: Happy to donate extra to food bank if it doesn't go anywhere.

President: Do we want to wait to hear back until the next executive committee to hear back and if not we donate it to the food bank?

VPE: I think it is still important to do something for residence students, just as a fun way. I know they're going through a difficult time now and are bored. To do something that is fun and cheerful is meaningful as well. Given that there are ongoing initiatives for food security, it would be nice to coordinate something fun for students.

President: Happy to see something fun but if it comes too close, I would say our fallback is Food Bank. We'll touch base next week and see what response we get.

37.4.4. Renters Information Campaign (VPE)

VPE: Conversations are happening and I'm reaching out to the right people to create infographics to disseminate to students. Using the main key points and putting out the right information to students is something that is very important. Making it accessible to students in language that is understandable and making it relevant to students is something that I think is meaningful.

President: Looking forward to seeing the outcome of these things.

37.5. New Business

37.5.1. Returning to Office

President: As of May 1st, your offices will be the incoming executive's offices. Just wanted to touch base when is a good timeline for everyone. Next week is best in terms of workload for the Business Manager to let people into the building.

37.5.2. Transition Updates

President: If I can prompt the PTM to give you an update as he's really been working on it. Right now, it's a shortened 3 days as opposed to 4 and also a stretched-out training period

throughout the summer. Additionally, there are physical strains to 8 hours workdays of video conferencing.

VPA: Is it possible for the four of us can look over the schedule before it gets sent out to the incoming executives so if there's anything we would like to change or shift around based on our own experiences we can look it over?

President: I will connect with the PTM about the timeline to have an additional review, recognizing that transition is not happening in the same format, and has been impacted by COVID.

VPA: I definitely see value in me participating in transition to offer insights or whatever. That being said, I have academic university meetings scheduled during the transition days. Is there flexibility for me to attend those meetings since I don't have an incoming?

President: Absolutely. I think during the end of the training period there are more one on one meetings so there is flexibility for you to attend those meetings

37.7. Adjournment:

Moved by: VPA

Seconded by: VPE

Motion Passed

Meeting adjourned at 4:00pm

MINUTES

Executive Committee

Meeting # 38

April 22, 2020 – 11:30
am

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPE

Motion passed.

Motion to Adjourn

Moved by: VPA

Seconded by: VPE

Motion passed.

38.0. Call to Order

Meeting called to order at 11:39 am

38.1. Adoption of the Agenda

Motion to Adopt the Agenda

Moved by: VPSE

Seconded by: VPE

Motion passed.

38.2. Comments from the Chair

President: Welcome to week 5 of navigating COVID-19 and navigating critical projects.

38.3. Executive Updates

38.3.1. President

PRES: With our terms coming to a close, I am continuing conversations about summer operations, and bringing our incoming President into these conversations to help support their transition to the roll. In the coming days, more information will be made available. I also continue to check in our PTM for transition. I must say, our staff have been very accommodating during COVID-19 to bring together the critical tasks in their realms of the CSA.

38.3.2. Vice President Student Experience

VPSE: No written update provided.

38.3.3. Vice President Academic

VPA: Focus of the week; transition, Senate, SHAC.

38.3.4. Vice President External

VPE: Focus of the week; FoodBank, Social Justice committee meeting

38.4. Unfinished Business**38.4.1. Exec Check In**

President: With Exec Transition 9-2, I don't think it would be realistic to have executive updates typed up at Monday at noon. We can put a pause on our exec check ins if everyone is okay with that?

38.4.2. Executive Discretionary Follow Up

Motion to allocate the remaining funds in the Executive Discretionary Fund to one of the following (depending on budget):

- Bob Ross paint night – students can “opt” into the program and costs would go towards the kits for them. Someone would have to facilitate through WebEx and students could join in to paint.
- Scavenger Hunt – students would submit photos & enter for a chance to win a gift card.
- Nailed It! Again, students can “opt” into the program and costs would go towards the materials for them. This could include giving the students a picture and asking them to recreate a cake from the materials given.
- Self-care packages – we could supply students with a few materials in each kit... might be helpful with going into summer. IE. Colouring books, markers, etc.

VPE: These are some ideas that the residence team gave me, if any of these stand out to you that would be great. The residence team can support us if needed.

President: I like all these ideas, I'm just mindful of the time we can put into it.

VPE: I'm happy to take this on and order the kits if you give me her contact information. I can look at the kits and see which require utensils and which don't and get a sense of what is required.

President: Thoughts of avoiding the painting ones that way we can avoid getting paint?

VPE: In my head I want to look at the stress kits and avoid any that require additional utensils. That way we can use up the entire \$1200 to ensure as many people as possible get a kit.

President: How about you connect with the art therapist and see if it's feasible and we connect later?

VPE: This would be great for students especially during exam time or after exam time as a reflection.

VPA: If there aren't kits available, there's also PASS kits for anxiety that focuses on mindfulness. It's another alternative we can consider if the kits aren't available.

President: If timing doesn't work out, an easy donation for the fund is the Food Bank.

38.4.3. Renters Information Campaign (VPE)

VPE: This is no longer a campaign. We can't really approach that because we enter some legal issues. I do see this being a very challenging time for students so giving them the right information is important. Giving them a sense of their rights as tenants and where they can go for support, this is more of an information dissemination rather than actually telling students to do something as part of a campaign, I met with our promotions and SHAC to see if I was missing anything, and I gathered information from the Ontario website in terms of what financial assistance is available. Residence has made a blog on Gryphlife with important information. We made a little infographic with all this information telling students they won't get evicted.

President: Is there a timeline of when the promotions and graphic designer is able to have this ready?

VPE: She's working on it today, and we should be good to post on Friday.

38.4.4. Executive Transition

President: PTM will be sending out more information later, but we're trying to maximize the time the incoming and outgoing executive. The first day will be more informational, and the next two days will be ?. There will be more information coming later, especially on the committee matrix. Looking for you folks to have this potentially ready by late Thursday evening, or Friday the latest.

38.5. New Business

38.5.1. Job Descriptions

VPA: Just wondering how the job descriptions for the core staff is going, I would like to put a motion forward to have these finalized and presented at the first Board meeting of the 2020-2021 term.

President: Unfortunately, this project has not been completed as I intended it to be due to COVID, so the time and energy have been taken over by other projects that are critical to the function of the organization. I have discussed this with the incoming President, it is a project he has interest in finalizing and continuing this item in light of other HR focuses during this global pandemic. I think putting forward a motion would not be realistic at this time. It is currently not clear when the first meeting will occur, as the new Board will determine when this will be.

VPA: With respect to the job descriptions, whereas we haven't hired several core staff members, are they major changes that need to be brought to the board? Would a "major change" in job descriptions that would need to go to the board for approval?

President: I will touch base with HR to review what the appropriate method is and follow up with you folks to the best of my ability.

38.5.2. VPA Summer Duties

VPA: I know myself and the President touched based on this, and with the uncertainty of when we can have a by-election, I would like to propose we hire a temporary worker to fulfill some VPA duties. I don't think it's reasonable for the GSA to be planning the memorial given that it is within the VPA budget, and also we aren't sure that we are able to hold it so there will need to be considerations for alternatives. There's also a lot of academic committees that are ramping up their meetings with all these changes and given that I'm the only student representative on these committees, I don't want them to be without that insight. I would like to see someone hired, not full time, but maybe 12-15 hours per week during the summer to alleviate some of these duties.

President: I hear where you're coming from, balancing a portfolio can be difficult at times. Where we last left off the executive were to discuss how they can manage the portfolio of the VPA. I still think this is the best option moving forward, it's something we can put forward and suggest.

VPA: With all due respect, I would disagree. As someone who's been in this role, the incoming executive may not be aware of what this portfolio looks like and all the background work that needs to go into this role, particularly in the summer. They may be over-ambitious without having knowledge of this role, and so I don't think it's feasible to be focused on dividing portfolios, especially when they're trying to navigate their own.

VPE: I would agree with everything that the VPA said. It does also set a bad precedence of allocating the duties of one portfolio to the other. I know the context isn't the same, but a suspension of a portfolio was proposed last year with the VPE, and I think it's important to have 4 executives to ensure a healthy workload for all executives. Not having a VPA does the same thing again. It would be very difficult for the incoming executives to not only balance their own portfolios, but also to take on a whole other executive portfolio and divide it up. I would be in favour of having someone hired to take on VPA duties, especially when academics is a huge concern to students now than before. It's very relevant now.

President: The intention is to have four executive, but due to the events this past semester, of the candidate in the General Election dropping out, and COVID impacting the ability to hold a By-Election, we're left with three executive. It has been outside of our control and does not set a precedent that three executive are the norm.

VPE: Although that is true, it does still set a precedence.

VPA: The other thing I'm concerned about is we don't know how long this will occurred so it's better that we are prepared and pro-active with the VPA position. It's not reasonable to be a full year of not having a VPA. To add more to their portfolios, I would caution against. I want to be pro-active with this. We can put it to a vote if that's more reasonable.

President: I think it would be appropriate to at least touch base with our incoming executive.

VPA: I recognize they start next week and I already have meetings into summer. We've known for 5 weeks that there won't be a VPA and I don't want think this vacancy has been prepared for sufficiently. I have meetings being scheduled piling into May and if we wait for the incoming exec to decide, it could mean all these meetings don't have representation. We can put it to a vote if you want to reach a decision since we're not finding consensus.

President: I don't think that rushing into a vote is the best, I think having a conversation would be best before jumping into things.

VPA: Can I call for a meeting later this week with the incoming President and VPSE to talk about this specific item?

President: I can touch base with Tyler and Sara to arrange this.

ACTION: President to schedule a meeting later this week to discuss VPA summer duties, including incoming executives.

38.5.3. GCUOF Hiring Committee

Motion to appoint Obehi Okaka to the GCUOF Hiring Committee to hire a farmer.

VPE: I reached out to the Chair of Plant Agriculture. There was a referendum last year to collect a GCUOF fee, and this fee is being collected from students. However, students don't know where that money is going, and now that the farm is being funded by student money, there needs to be a level of accountability. I reached out to Hugh Earl about hiring a farmer. We chatted about the importance of having a student on that hiring committee. I've been tasked with finding a student on this hiring committee. Given that Obehi has spent a lot of her time at the farm and has shown interest in being on the committee, it would be great to have her appointed.

President: I'm confused where the CSA comes in on this. It's a different organization so it's confusing why they're hiring committee appointment is in our minutes.

VPE: I've been tasked to find a student to sit on this committee. They don't have the structures in place. Given I've been tasked with this, I wanted some level of transparency.

VPA: So this is basically that they've asked the CSA to appoint a student representative?

VPE: Yeah, kind of. I just felt the need to have some sort of student representation on that committee.

VPA: I think I can offer some clarification. From my understanding, it's likely they've turned to the CSA to find representation as we're the governing body to represent the students as a whole so we would have more connections and better means to find student representation. I think they're reaching out to have more support for students.

VPSE: It makes sense to me as in my portfolio specifically, and maybe others, it says to ensure and find student representation on committees at the university.

VPE: I think they don't have the structure to find students for their organization, and they're collecting money from students and we need to hold them accountable. We do want to see a structure in place where student voices are not being left out. I can forward you the email of conversation if you'd like.

President: I think if we make it clear that in the future the organic farm has a process of how to go about this so it's clearly identities by that program has their HR process showing up in our meetings. Of course we want student representation where possible, just ensuring we're following an actual structure.

VPE: It just seems wrong for the OAC to collect a student fee for the GCUOF without having any input from students.

President: Do you folks want to bring this to a motion then?

Motion: VPE

Secunder: VPA

All in favour. Motion passed.

38.5.4. Social Media Pictures

VPSE: Send me pictures in our group chat of all 4 of us to post on our Instagram as a send off!

38.5.5. Enrollment Projections

VPA: I had a conversation with the Registrar this morning. In the event that this fall semester goes online, they're allowing new students to defer their admission offer to next year so they start September 2021. There's also murmurs across the sector that enrollment might drop up to 40%, between international students unable to travel into Canada or students in general deciding that online learning is not how they want to pursue post-secondary education. I just wanted to mention that here as I know that the Business Manager is preparing the budget, just so finance committee members are aware because it may affect how fees are charged and subsequently, the CSA budget.

38.7. Adjournment:

Moved by: VPA

Seconded by: VPE

Motion passed

Meeting adjourned at 12:55pm

Agenda #2

Executive Committee Meeting 2020-2021

May 5th, 2020 @3:30pm – Teams**Attendees: President, VPE, VPSE****3.0. Call to Order****3.1. Adoption of the Agenda**

3.1.1. Motion to Approve the Agenda

VPSE moved

VPE seconded

3.2. Comments from the Chair

N/A

3.3. Approval of the Previous Executive Committee Minutes

N/A

3.4. Executive Updates

3.4.1. President

- Attended Senate meeting – May 4th
- Jack Fisher from Guelph Wire reached out to Tyler re: Martha Billes' resignation

3.4.2. Vice President Student Experience

- Worked on social media planning
- Reviewing clubs policies & changes
- Focus of the week is social media planning

3.4.3. Vice President Academic

- N/A

3.4.4. Vice President External

- Information on International students' tuition fees on social media – testimonials

Agenda #2

Executive Committee Meeting 2020-2021

May 5th, 2020 @3:30pm – Teams

- Organic farm on campus: owned by OAC. Student run and operated by Guelph Center of Organic Farming referendum passed in 2018. VPE to investigate where the student money is going
- VPE focusing on updating the campaigns on the CSA website
- Bus pass fee won't be collected for the summer semester

3.5. Business

3.5.1. COVID-10 Response Report

VPE raised that the information under Wednesday April 22 should be corrected from hiring a Vice President Academic to hiring a Vice President Academic assistant to fulfill the responsibilities for the summer

3.5.2 June Executive Operations Planning

President: exec team to plan their tasks for June ahead of time before the permanent staff is laid off

VPE: exec team should plan for different scenarios for Orientation Week and the Fall semester

3.5.3 May 11th-15th VP Academic Meetings

3.5.3.1 LEF (Learning Enhancement Fund) Proposal 2-4pm Tuesday, May 12th (Note overlap w/ECM 30min) + Follow up May 13th 2-3:30pm

- VPE to attend LEF Proposal meeting

3.5.3.2 APP Working Group 9:30-11am, May 13th

- VPSE to attend APP Working Group meeting

3.5.4 VP Academic Assistant Discussion

3.5.4.1 Committees vs. Event Planning & New Hire

Agenda #2

Executive Committee Meeting 2020-2021

May 5th, 2020 @3:30pm – Teams

President proposed hiring an Event Planner instead of VP Academic assistant to prevent any conflict of interest regarding elections

VPSE raised the concern that the committee meetings are the most time-consuming aspect of the VPA position and that hiring an “Event Planner” does not make sense if we keep operating out of office

VPE raised the point that there would be no conflict of interest if the hiring was open to all

President suggested changing the title of the position to alleviate any concerns or confusion about hiring for an elected position – suggested title: Executive Assistant

President raised the concern that there might not be enough hours to justify hiring a worker

VPE proposed that the hours can be filled by advocacy work especially because we are collecting fees from students during the summer semester

3.6. New Business

- VPE is appointed to be the Local Representative to the Ontario Executive Committee
- VPSE:

All attendees agreed that all members of the executive team would have access to social media to ensure everyone has equal access to the students.

VPE suggested media training for the executive team

VPSE obtained consent from President and VPE to use their election posters pictures to introduce the new team on Social Media

- VPE suggested to hold a meeting with the board members to discuss Executive Empowerment in the summer

Agenda #2

Executive Committee Meeting 2020-2021

May 5th, 2020 @3:30pm – Teams

3.7. Adjournment**Action Items:**

- President to type document with permanent staff lay-off times
- VPSE to schedule a meeting with the core staff re: O-week
- President to check John Bonnar's days off and update VPSE re: O-week
- VPE to reach out to LEF to get the meeting package
- VPSE to reach out to APP to get the meeting package
- President to consult the board on whether they would like to grant Executive Empowerment or not
- VPSE to schedule a meeting with the executive team to discuss social media

Agenda #3

Executive Committee Meeting 2020-2021

May 12th/14th 2020 @ 4:00pm – Teams**Attendees: President, VPE, VPSE****3.0. Call to Order****3.1. Adoption of the Agenda**

3.1.1. Motion to Approve the Agenda

VPSE moved

VPE seconded

3.2. Comments from the Chair

N/A

3.3. Approval of the Previous Executive Committee Minutes

Approved

3.4. Executive Updates

3.4.1. President

Staff writer for communications for the University reached out to President for comments on Vaccarino's resignation – redirected them to several student governments who could comment on the matter

3.4.1.1 Meetings for VP Academic organized: planned meeting with previous VPA to discuss portfolio

3.4.1.2 Board updates

Waiting for Board's contact information from PTM

3.4.2. Vice President Student Experience

Meeting with Rosanna from Student Transition Office May 12th: O-week events will most likely take a blended form (virtual + online)

3.4.3. Vice President Academic

N/A

3.4.4. Vice President External

VPE is in contact with ISO executives to discuss International students' fee increase

Agenda #3

Executive Committee Meeting 2020-2021

May 12th/14th 2020 @ 4:00pm – Teams

VPE will investigate the most appropriate method to advocate for this in collaboration with the ISO

VPE will reach out to Hugh Earl to develop Terms of Reference where students can give input to guide the operations of the Guelph organic farm

Future plans of the Food Bank – how to maximize accessibility of services to students

3.5. Business

3.5.1. Executive Assistant

3.5.1.1. VP Academic Summer Duties

Needs further assessment

An executive assistant can have the following responsibilities: May 14th - needs further assessment

- Coordinate the Teaching Excellence Award: nomination form can be found on the VPA computer or on the CSA website. The Award should be promoted on social media, CSA website, and through the program counselling offices. With heavy promotion towards the end of each semester (when students are filling their course evaluations). Planning starts in the summer and is ongoing till February.
- Coordinate the annual Student Memorial Tree Dedication: usually students are honored in the fall, keeping in mind that there should be a 6-month gap between the time of student passing and the memorial. Good to start preparing and getting permissions during the summer.
- Knowledgeable of the various avenues and University resources that are available to students in need of advice, assistance, or support in non-academic areas.
- Researching and promoting various areas of financial support: meet with Student Financial Services

Agenda #3

Executive Committee Meeting 2020-2021

May 12th/14th 2020 @ 4:00pm – Teams

- Attend the Academic Policy and Procedure Working Groups: no voting happens here – just representation
- Attend the Campus Accessibility Committee – not a voting member
- Attend the Calendar Review Committee – an executive assistant can act as a voting member
- Attend the Board of Undergraduate Studies – can be a voting member

The Executive team has reached a consensus to have a VPA appointed from the Board of Directors – needs further assessment

3.5.2. CSA Summer Fees Meeting – Schedule a meeting

3.5.3. Fairness for International Students

3.6. New Business

3.6.1. VP Academic Committees March 19th-23rd

- VPSE to attend Board of Undergraduate Studies May 19th
- VPE to attend Library SSF Committee Meeting May 19th
- President Open and Affordable Course Content TF Meeting May 20th

3.7. Adjournment**Action Items: - needs further assessment**

- Amend Advocacy point 3 in the Executive Assistant job description
- Amend Campaign point 1 in the Executive Assistant job description
- Amend Campaign point 2 to say “Assist in academic related campaigns alongside other executives” in the Executive Assistant job description
- Remove Campaign point 3 in the Executive Assistant job description
- Amend Campaign point 4 to in the Executive Assistant job description
- Amend Campaign point 5 to say “Assist in planning and researching Art in the Bullring” in the Executive Assistant job description
- Add Mandatory Duties and Potential Duties (Teaching Excellence Awards and Art in the Bullring, START Accessible)
- Amend Promotion point 2 to say “in cooperation with the CSA Executive”



Agenda #3

Executive Committee Meeting 2020-2021

May 12th/14th 2020 @ 4:00pm – Teams

Note: discussions regarding the executive assistant position are still undergoing

Agenda #4

Executive Committee Meeting 2020-2021

May 19th, 2020 @ 3:30pm – Teams

3.0. Call to Order

3.1. Adoption of the Agenda

3.1.1. Motion to Approve the Agenda

VPSE moved

VPE seconded

3.2. Comments from the Chair

3.3. Approval of the Previous Executive Committee Minutes

Approved

3.4. Executive Updates

3.4.1. President

3.4.1.1. Transit Committee Tomorrow (May 20th)

Guelph Transit is refunding the CSA for the cancellation of the paid service of over \$1 million

VPE to bring student concerns (if any) to the Transit Committee meeting

3.4.1.2. Executive Training Package

PTM with Business Manager and Office Manager are developing a new executive Training Package

3.4.1.3. Updates with Staff (Layoff Information consistent)

President had discussions with most of the permanent staff (except for the Business Manager) regarding their summer duties and the temporary layoff. The layoff will be temporary and flexible, staff can be called back to work if needed.

3.4.2. Vice President Student Experience

No updates

3.4.3. Vice President Academic

N/A



Agenda #4

Executive Committee Meeting 2020-2021

May 19th, 2020 @ 3:30pm – Teams

3.4.4. Vice President External

Reverse International Student Tuition Fees Increases Now campaign

Developed a tool to use on the CSA website where students can send letters to the University admin

Sharing student stories with the media

Working with Hugh Earl re: farm fees

3.5. Business

The executive team went over and approved the public statement that the VPA & ISO put together regarding the International Student tuition fees increase

The executive team has decided to halt discussions regarding hiring an Executive Assistant until further notice

3.6. New Business

3.7. Adjournment

Agenda #4

Executive Committee Meeting 2020-2021

May 25th, 2020 @3:30pm – Teams

3.0. Call to Order

3.1. Adoption of the Agenda

3.1.1. Motion to Approve the Agenda

VPSE moves

VPA seconds

3.2. Comments from the Chair

3.3. Approval of the Previous Executive Committee Minutes

3.4. Executive Updates

3.4.1. President

3.4.1.1. Letters being sent to select service coordinators

Letters regarding information about the “hybrid model” are still being drafted

3.4.1.2. PTM Interviewing re: Transition Reworks

PTM to interview execs regarding the transition training

3.4.1.3. Letter to the board, welcoming and updating on Summer plans

President is preparing (in collaboration with SLAM members) a list of questions to VP Student Affairs, Carrie Chassels, to be presented at the SLAM meeting on June 3rd

3.4.2. Vice President Student Experience

Sexy Bingo will be hosted virtually

Host is still unconfirmed – reaching out to local/Canadian drag personalities

Prizes will be gift cards from the sex shop Come As You Are

Other O-week events

3.4.3. Vice President Academic

3.4.4. Vice President External

Fairness for International Students Campaign:

Agenda #4

Executive Committee Meeting 2020-2021

May 25th, 2020 @3:30pm – Teams

- Encouraging students to call MP
- Encouraging students to use the tool on csaonline.ca to send letters to University admin
- Sharing stories on social media
- Worked on a press release with ISO

Working with Food Bank coordinator

Organizing a campaign around tuition for F20

3.5. Business

3.5.1. SHAC Supervision & Preparation for Online operation

VPSE to work with SHAC Coordinator to develop an online operation method

3.5.2. Foodbank hiring preparation

Job description to be fully prepared for June 15th

3.5.3. Questioning Admin via SLAM regarding F20

3.5.4.1. Questions due for Wednesday, May 27th

3.5.4. High-Volume E-mailing (Appendix A – Internal CSA Policy, 9.6.4.)

3.6. New Business**3.7. Adjournment**

Agenda #7

Executive Committee Meeting 2020-2021

June 16th, 2020 @ 3:30pm – Teams

3.0. Call to Order

3.1. Adoption of the Agenda

3.1.1. Motion to Approve the Agenda

VPSE moved

VPE seconded

3.2. Comments from the Chair

3.3. Approval of the Previous Executive Committee Minutes

Approved

3.4. Executive Updates

3.4.1. President

3.4.1.1. Transit Update

- Transit committee: discussing whether the fall universal fee should be suspended or not

3.4.1.2. Service Coordinators, Phases, & Contracts

- Cannot proceed with the same contracts for all service staff except SHAC & FoodBank – contracts will be suspended. This suspension is flexible and is subject to reversal depending on the circumstances.

Letters will be sent out to service staff next week.

3.4.1.3. Student Memorial Service postponement

- The decision has been made to postpone the Student Memorial Service to September 17th, 2021 to alleviate stress of the families.

3.4.1.4. Foodbank MOU

- The University sent an MOU to the CSA regarding the donations to confirm that the funds will only be allocated to grocery gift cards.

3.4.1.5 Student Fees

Agenda #7

Executive Committee Meeting 2020-2021

June 16th, 2020 @ 3:30pm – Teams

- The Late Night Bus Service will be suspended
- The Cannon fee will be suspended due to large amounts of surplus
- The CSA will strongly encourage that the SafeWalk fee be suspended

3.4.2. Vice President Student Experience

3.4.2.1. Clubs

Clubs were offered an opportunity to promote their clubs through the CSA social media in September to new students

3.4.2.2. SafeWalk

No updates

3.4.2.3. SHAC

- Reducing office hours from 30/week to 15/week.
- Assistant coordinators: discussions with the central coordinator about temporarily suspending one of the assistant coordinators
- The central coordinator is reaching out to the Guelph Wellington Legal Clinic to plan the lawyer office hours for the Fall semester
- The SHAC team will work on increasing access to tenancy & advocacy resources through the CSA website & social media

3.4.2.4. Menstrual Hygiene Initiative Fee

- The fee will still be collected – library, diva cups (online)

3.4.3. Vice President Academic

3.4.4. Vice President External

3.4.4.1. FoodBank (JD Updates/Foodbank Coordinator status)

- The current coordinator is interested to stay in the same position

3.4.4.2. Bike Centre

3.4.4.3. GBSA Work

- Care packages in collaboration with the GBSA will be distributed this week to black students who signed up through the GBSA

Agenda #7

Executive Committee Meeting 2020-2021

June 16th, 2020 @ 3:30pm – Teams

- Supporting GBSA with developing a list of demands to make the University a more inclusive campus

3.4.4.4 International Student Fee Increases

- Planning a series of videos of international students from UofG (current student & profs who were international students at UofG) & CFS.
- Working with CFS Ontario

3.5. Business**3.5.1. Working in Office – Considerations re: Front Office Services**

- UC operations manager reached out to the CSA regarding potential re-opening of the UC. Our offices are well prepared to accommodate for social distancing.

3.5.2. Work Week for Executive

- The executive team will work flexible hours for mental health & self-care 😊

3.5.3. Leaders Hall Event July 6-9th (Online)

- Online workshop put on and promoted by Gallivan – free & virtual

3.6. New Business**3.7. Adjournment**

Agenda #8

Executive Committee Meeting 2020-2021

June 23rd, 2020 @ 3:30pm – Teams**3.0. Call to Order****3.1. Adoption of the Agenda**

3.1.1. Motion to Approve the Agenda

VPSE moved

VPE seconded

3.2. Comments from the Chair**3.3. Approval of the Previous Executive Committee Minutes****3.4. Executive Updates**

3.4.1. President

3.4.1.1. Transit

CSA still awaiting response from Guelph Transit regarding the W20 refund letter, summer bus pass, and Fall semester contract suspension.

3.4.1.2. Student Health & Dental Plan re: International Students

The plan has been extended so that international students who are enrolled can access it in their home countries – starting immediately

3.4.1.2.1. Qualifiers & exceptional status for upper-year undergraduate students under current agreement allowed

3.4.2. Vice President Student Experience

3.4.2.1. Clubs

3.4.2.2. SafeWalk

Service & contracts suspended for F20

3.4.2.3. SHAC

3.4.2.4 Services:

Revised job descriptions under hybrid model

3.4.2.5 Menstrual Hygiene Initiative:

Fee will still be collected in F20

3.4.3. Vice President Academic

Agenda #8

Executive Committee Meeting 2020-2021

June 23rd, 2020 @ 3:30pm – Teams**3.4.4. Vice President External****3.4.4.1. FoodBank**

Meeting to plan for F20

3.4.4.2. Bike Centre

Services & contracts suspended for F20

3.4.4.3 International Students tuition fee increases:

Meeting with International Student Organization to plan response to the University's decision to increase tuition

3.4.4.5 Work with GBSA:

Care Packages for Black students will be delivered tomorrow Wednesday June 24th

Drafting a letter with GBSA regarding Black students' needs

3.5. Business**3.5.1. Year-at-a-Glance Meetings**

3.5.1.1. Fall events (Which are we doing? When do we start planning for them?)

3.5.2. Team-building events (begin online or wait until in person)

TBD

3.5.3. Newsletter to students - send three letters separately

3.5.3.1. International Student Fee Increase

3.5.3.2. W20 Refund

3.5.3.3. Gallivan International Health & Dental Coverage Benefits

3.6. New Business**3.7. Adjournment**

Agenda #10

Executive Committee Meeting 2020-2021

July 8th, 2020 @ 11:00am – Teams

3.0. Call to Order**3.1. Adoption of the Agenda**

3.1.1. Motion to Approve the Agenda

VPSE moved

VPE seconded

3.2. Comments from the Chair**3.3. Approval of the Previous Executive Committee Minutes****3.4. Executive Updates**

3.4.1. President

Working with EL hub to develop a working record of academic- and non-academic learning for students. All work and volunteering experience on campus will be recognized by the university.

3.4.2. Vice President Student Experience

3.4.2.1. Clubs

Reduced hours

Combining Clubs Days w/ Su

3.4.2.2. SafeWalk

3.4.2.3. SHAC

3.4.3. Vice President Academic

3.4.4. Vice President External

3.4.4.1. FoodBank

Determined a rough plan for the month of July – delivery system instead of gift cards

Editing the job description of the central coordinator

3.4.4.2. Bike Centre

Planning for special projects due to bike deficits

Agenda #10

Executive Committee Meeting 2020-2021

July 8th, 2020 @ 11:00am – Teams

3.4.4.3. Lobbying

In contact with all levels of government:

Reaching out to City Councillors this week to discuss release from contractual agreements regarding Universal Bus Pass

Discussing with provincial government about the gaps in student needs due to COVID

3.4.4.4. GBSA

Letter of demands to the University

Relationship building with SSGs (GBSA, ISS, GRGEGD, ISO, etc.)

3.4.4.5. CFS

Ontario Annual General Meeting

3.5. Business**3.5.1. International Student H&D Benefits**

Will advertise it to students via email only. The email will be sent to International students who are currently enrolled in the S20 semester.

3.5.1.1. August Newsletter OR Immediate release w/International Tuition Fee Increase

Immediate release w/ International Tuition Fee increase

3.5.2. Newsletter releases F20**3.5.2.1. Monthly E-mail****3.5.2.2. Bi-Weekly Social/Website Update****3.6. New Business****3.7. Adjournment**

Agenda #11

Executive Committee Meeting 2020-2021

July 21st, 2020 @ 3:30pm – Teams

3.0. Call to Order

3.1. Adoption of the Agenda

3.1.1. Motion to Approve the Agenda

VPSE moved

VPE seconded

3.2. Comments from the Chair

3.3. Approval of the Previous Executive Committee Minutes

N/A

3.4. Executive Updates

3.4.1. President

3.4.1.1. Student Memorial Service Letter

To be printed tomorrow (July 22nd)

3.4.1.2. PTM Return Date

August 4th

3.4.1.3. JHSC

Signage for CSA Main Office, Bullring, & FoodBank

3.4.1.4. SafeWalk UV (golf cart)

Received by Physical Resources

3.4.2. Vice President Student Experience

3.4.2.1. Clubs

Accreditation deadlines: Accreditation opens on September 14th and closes on October 18th

Club days: on Microsoft Teams Lives over a few days with different themes for each day

3.4.2.2. SafeWalk

3.4.2.3. SHAC

Agenda #11

Executive Committee Meeting 2020-2021

July 21st, 2020 @ 3:30pm – Teams

Lawyer virtual hours

3.4.2.4. START International videos – July 31st

3.4.2.5. O-week

Resource Fair – SHAC, Clubs, CSA exec

3.4.3. Vice President Academic

3.4.4. Vice President External

3.4.4.1. FoodBank

Working w/ SEED to deliver groceries during July & August

Working w/ Coordinator & JHSC on a safety plan

Coordinator's deadline to be extended

3.4.4.2. Bike Centre

Brainstorming options for a Bike Auction

3.4.4.3. Transit

Contract has been suspended – UPass if circumstances allow

3.4.4.4. CFS Ontario

SKILLS Symposium

Ontario Executive Committee Meeting on July 29th

Ontario General Meeting end of August

3.4.4.5. Special Status Groups

GBSA: hosting an Instagram live event to discuss the issues & experiences of Black students on campus, what the CSA & the University can do to address these concerns – three sessions

ISO: a potential panel discussion re: F20 concerns

3.4.4.6. Post-Secondary Education

Agenda #11

Executive Committee Meeting 2020-2021

July 21st, 2020 @ 3:30pm – Teams

Working with students to create a survey re: Fall semester (digital learning experiences, enrolling vs. not enrolling)

Panel re: F20 tuition & student concerns

3.4.4.7. Government Relations

MP & MPP: Lobby meeting with MP & MPP to address needs and concerns of students around COVID-19 & how it's impacted students

3.5. Business

3.5.1. University of Guelph Judicial Committee Appointments by Aug. 10th

3.5.1.1. Two representatives required

3.6. New Business

3.7. Adjournment

Agenda #12

Executive Committee Meeting 2020-2021

July 22nd, 2020 @ 3:30pm – Teams**3.0. Call to Order****3.1. Adoption of the Agenda**

3.1.1. Motion to Approve the Agenda

VPSE moved

VPE seconded

3.2. Comments from the Chair**3.3. Approval of the Previous Executive Committee Minutes**

Approved

3.4. Executive Updates

3.4.1. President

3.4.1.1. Website work

Updating information to ensure the website is up to date in September

3.4.1.2. CSA Signage (Main office)

UC is inviting select staff back on campus starting August 20th

3.4.2. Vice President Student Experience

3.4.2.1. Clubs

3.4.2.2. SafeWalk

3.4.2.3. SHAC

3.4.2.4. O-Week

3.4.2.4.1. Innovation Fund:

Sexy Bingo: \$1,000

It's a Trivia Party: \$1,875

3.4.2.5. START On Campus – live session for first year students

Involvement on campus

3.4.3. Vice President Academic

3.4.4. Vice President External

3.4.4.1. FoodBank

Agenda #12

Executive Committee Meeting 2020-2021

July 22nd, 2020 @ 3:30pm – Teams

Update CSA Website

3.4.4.2. Bike Centre

Update CSA Website

Bike Auction

3.4.4.3. Transit

Working with Guelph Transit to figure out language around Fall bus passes

3.4.4.4. Lobbying

Meeting with Mike Schreiner tomorrow to discuss student concerns

An upcoming meeting with Lloyd Longfield on August 7th

3.4.4.5. Ontario Executive Committee Meeting

Wednesday July 29th

3.4.4.5. Survey to students

Working on figuring out timelines

3.4.4.6. BLM

Instagram live sessions with speakers (UofG students & Alumni) re: Black student experiences at UofG

3.5. Business3.5.1. University of Guelph Judicial Committee Appointments by Aug. 10th

3.5.1.1. Two representatives: Tyler & Sara

3.5.1.2. Inquire about alternation

3.5.2. Board Reports: Standardized submission time

Executive team to discuss with PTM re: board reporting

3.5.3. GBSA Letter



Agenda #12

Executive Committee Meeting 2020-2021

July 22nd, 2020 @ 3:30pm – Teams

- GBSA is soliciting support from equity groups and organizations on campus to support their demands to the University admin to have more inclusive and safer spaces for Black students on campus
- Letter to be discussed at the next Board meeting to get their approval before the CSA signs on it

3.6. New Business

3.7. Adjournment

Agenda #13

Executive Committee Meeting 2020-2021

August 4th, 2020 @ 3:30pm – Teams

1.0 Call to Order

2.0 Adoption of the Agenda

2.1 Motion to Approve the Agenda

VPSE moved

VPE seconded

3.0 Comments from the Chair

4.0 Approval of the Previous Executive Committee Minutes

5.0 Executive Updates

5.1 President

5.1.1. Fall Return Committee - Sub-committee of Returning to Campus
Committee

5.2 Vice President Student Experience

5.2.1 Clubs

5.2.1.1 Need to receive contracts signed & returned – ASAP

Website updates

5.2.2 SafeWalk

5.2.3 SHAC

Website updates

5.2.4. O-week

Sexy Bingo:

Confirmed Fluffy for Music Bingo

5.3 Vice President Academic

5.4 Vice President External

5.4.1 FoodBank

5.4.1.1 FoodBank Assistant JD

Website updates



Agenda #13

Executive Committee Meeting 2020-2021

August 4th, 2020 @ 3:30pm – Teams

5.4.2 Bike Centre

Discussions with CSA Programmer John Bonnar re: Bike Auction

Website updates

5.4.3 Transit

Student inquiries re: Bus Pass

Graphics on social media re: cancellation of the Universal bus pass for
Fall 2020

5.4.4. International Students

Reaching out to Cate Dewey regarding accommodation for time zones

6.0. Business

6.1 Letter to Carrie Chassels re: Early Counselink access for students

7.0 New Business

8.0 Adjournment

**Agenda #14**

Executive Committee Meeting 2020-2021

August 14th, 2020 @ 3:30pm – Teams**1.0 Call to Order****2.0 Adoption of the Agenda**

2.1 Motion to Approve the Agenda

VPSE moved

VPE seconded

3.0 Comments from the Chair**4.0 Approval of the Previous Executive Committee Minutes**

Approved

5.0 Executive Updates

5.1 President

5.1.1 CSA Promo

Back to full time next week

Working on Website updates

5.1.2 Board Training

August 26th at 7:00 PM5.1.3 Team Norms Aug 13th/14th

Training for CSA Core Staff

5.2 Vice President Student Experience

5.2.1 Clubs

5.2.2 SafeWalk

5.2.3 SHAC

5.2.4. External committee work

- Keep.me SAFE
 - New program purchased by Student Wellness Services
 - Remote & free counselling for students – main target is international students

Agenda #14

Executive Committee Meeting 2020-2021

August 14th, 2020 @ 3:30pm – Teams

- Offers counselling in different languages with counsellors who are natives of different cultures
- Sexual Violence Task Force
 - Mandated by the Ministry of Colleges and Universities
 - Goal of the task force is to look at institutional policies & recommend improvements
 - Initial deadline to submit recommendations was June 1st - extended to address concerns under COVID
 - Sexual Violence learning modules – mandatory for all undergraduate students with the option of opting out

5.2.5. Fall 2020 Recruitment Events

- New event – Discover U of G on September 26th
 - Programs and departments will be invited to a live Q & A with students
 - Campus visit experience: substitute the campus tour – interactive Q & A with tour guides

5.3 Vice President Academic

5.4 Vice President External

5.4.1 FoodBank

Working on Safety proposal to submit to the University

5.4.2 Bike Centre

5.4.3 Transit

5.4.4. CFS

Ontario Annual General Meeting – August 26th

5.4.5. GBSA

A series of Instagram live with 4 different speakers – success.

5.4.6. Lobbying



Agenda #14

Executive Committee Meeting 2020-2021

August 14th, 2020 @ 3:30pm – Teams

Met with Mike Schriener and Lloyd Longfield to discuss student concerns during COVID

6.0. Business

6.1 GBSA Letter

6.2 HSAC (Hospitality Services Advisory Committee) Representative: Due Sept. 18th

VP External

7.0 New Business

7.1 Student Housing Services Video

7.2 Jenna Hennessy – Manager of Internal Communications | Communications & Public Affairs (Video/Service inquiry)

8.0 Adjournment

CSA Executive Committee Updates

CSA President – May/June/July Updates

Hello Board of Directors,

This summer has been one to remember, and I hope you were able to enjoy it regardless of how hectic it may have been. I am beyond excited to hold our first Board of Directors meeting for 2020-2021 and look forward to working with you. This year will be a unique one for all of us and I'm excited to tackle the challenges to come.

First, I would like to give some context for the newest of Directors. Prior to May 1st and in response to COVID-19, it was determined that:

The Executive has enacted Bylaw 1 – Organizational, Section 5.3.11.: 'The Executive Committee may act in the absence of the Board provided such action is recorded in the minutes and is submitted to the next regular meeting of the Board.

During this temporary period of Executive Governance, the Executive will limit itself to making only time-sensitive, governance-related decisions that are vital to our organization's health until such a time that the Board is able to meet again and resume responsibilities. The Executive is committed to providing a summary of decisions made during this time at the next available Board Meeting, which will include the rationale supporting each decision, and explaining why we felt it was a time-sensitive decision. All governance-related issues that are not time sensitive will be tallied and presented at the next available Board Meeting for the Board to review.

As such, this document will outline the decisions and developments since May 1st and provide some updates on the happenings of the Central Student Association.

1. Service Suspensions

After discussions with service staff, the decision was made to amend the contracts of SafeWalk, Bike Centre, Front Office, and Poster Running staff to have a start date of January, 2021 due to the changes to the University of Guelph campus associated with COVID-19. In effect, this means that SafeWalk, The Bike Centre, Printing Services, and Poster Running services will be unavailable in the fall unless stated otherwise.

SafeWalk: This fall, first year students will be learning online and residences will be filled with between 500 and 1,000 students based on accessibility and other needs rather than first-year status. Without many students living in residences or taking courses on campus, SafeWalk's utilization is in jeopardy considering its users are primarily first-year students who live in residence. Additionally, SafeWalk coordinators and volunteers may not be returning to Guelph, placing the operation of the service in jeopardy if it were to reopen. Subsequently, the SafeWalk fee was not charged for F20.

The Bike Centre: Similarly, a DIY Bike Centre is difficult to operate considering the reduction in students living on and coming to campus. Additionally, the University of Guelph has not released any information as to a specific date when staff will be able to return to workspaces. There are also health and safety considerations regarding sharing a small space and tools which are difficult to regulate if CSA staff are unable to return to offices promptly. Although the service will not be running, the CSA is still investigating ways we can provide resources to students who regularly utilize the Bike Centre.

Front Office: The CSA's Front Office staff traditionally assist students with printing and other

administrative services, much of which will be handled online and services reduced considering the lack of students on campus. Our Front Office will be unavailable to the public to protect the health and safety of our staff and in light of the few students that will require printing services. Inquiries regarding printing will be handled similarly to how it was in March and April, with online requests fulfilled by the CSA Office Manager/Executive Support.

Poster Running Services: With few students on campus and most student organizations operating digitally, posters will not be an effective method to distribute information and therefore it was necessary to delay the start of the poster running service's staff as well.

Each of these decisions were time sensitive as student staff needed to make decisions regarding their own living accommodations, education, and employment considering the nature of the fall semester. Many staff indicated they would not be returning to Guelph, and the Office of Registrarial Services also required answers surrounding what fees the CSA would continue to charge and which ones were not, such as SafeWalk.

2. TheCannon.ca Fee

TheCannon.ca budget line holds a considerable surplus, and the decision was made to suspend the fee for F20 to help save students money. The surplus will be used this year to expand and update the website to increase its usefulness for students.

3. Menstrual Hygiene Initiative

The Menstrual Hygiene Initiative fee will still be collected for the fall semester after the Vice President Student Experience's consideration. The fee will be used to maintain the stock of supplies while also in hopes of expanding the service to other buildings on campus so that when students return to campus, menstrual hygiene products can be more accessible.

As this was fee-related, the Office of Registrarial Services required a response in order to prepare to send out fees to students for the fall.

4. S20 Bus Pass Alternative

As many of you know, the S20 Bus Pass fee was not charged as transit was made free until July 6th due to COVID-19. After July 6th, students did not have free transit or a U-Pass, requiring an alternative in a timely fashion. After discussions with the CSA/GSA Transit Committee & Guelph Transit, the decision was made to have Guelph Transit release a post-secondary rate transit pass for students. The post-secondary rate pass would have a 15% discount compared to community adult transit fares. This alternative was chosen as charging a universal fee retroactively would be unfair for students who had already budgeted their summer, and because all S20 students were learning in an online environment, many of whom from outside of Guelph.

5. F20 Bus Pass & Late Night Service

The decision was made to propose a suspension of our contracts with the City of Guelph & Guelph Transit for F20 & W21, with an option to reconsider returning to a universal fee structure in the Winter if circumstances change significantly. It was made clear that the CSA & GSA are intending to return to a universal fee structure as soon as conditions allow. Additionally, it was proposed that a post-secondary rate pass, identical to the pass created for S20 beginning July 6th, be provided by Guelph Transit for F20 and W21. The City of Guelph accepted the proposal after a council meeting, and further information will be communicated to students on how and when they can receive their OnYourWay pass at a post-secondary rate. Students can also apply to the affordable bus pass assuming they are eligible.

These decisions were made considering the University of Guelph's announcements surrounding a primarily online learning environment and a maximum of 1,000 students living in residences on campus. It was also recognized that many international students may not be able to return to Canada, while many domestic students may be living outside of Guelph while they learn at a distance, making it unfair to charge a universal fee to many students who would be unable to utilize transit or do not feel comfortable doing so.

As this was fee-related, the Office of Registrarial Services required a response in order to prepare to send out fees to students for the fall.

6. Student Memorial Service

The CSA Student Memorial Service is traditionally held in September to recognize the students who had passed away in the previous academic year and their contributions to our community. Due to COVID-19, the decision was made to move this year's service to September 2021 in order to maintain the nature of the service. Restrictions on travel would have prevented some families from attending, while the service would have been more difficult for families considering the global pandemic.

Letters have been sent to affected families notifying them of the date of the service in 2021, and we will maintain communications with families to ensure we are able to remember their loved ones, with their consent.

7. FoodBank Coordinator Position

The FoodBank Coordinator's contract was to end on August 7th, 2020, and the decision was made to offer a contract extension to the current FoodBank Coordinator to remain in the position until August of 2021. The FoodBank Coordinator accepted the offer.

This decision was made in light of the difficulties associated with hiring and training during the COVID-19 pandemic and while FoodBank operations for the fall are altered. It was also made after a positive evaluation by the Executive Supervisor, the VP External.

8. Bullring

The Bullring Manager and Bullring Operations Manager returned from layoff on August 24th in preparation for opening the Bullring in a limited fashion on September 10th. The Bullring will be operating with limited hours and will only support a limited menu, and the decision was made to have a total of 4 staff return.

This decision was made in light of the few students residing and/or taking courses on campus for F20. Additionally, many University of Guelph staff will continue to work from home, meaning even fewer customers will be present. The number of customers is difficult to estimate, and we have therefore prepared for drastically fewer. We will be monitoring how many customers are served and adapt accordingly.

9. Guelph Black Student Association Letter

On Wednesday, August 12th, an e-mail vote was sent to CSA Board of Directors to determine whether the CSA would sign onto a letter and list of demands sent to senior administration at the University of Guelph by the Guelph Black Student Association. The results of the vote determined that the CSA would sign onto the letter, however due to the sensitive nature of the vote, the

executive felt it necessary to withhold campaign and promotional advertising of the letter by the CSA to bring the topic to discussion with the Board of Directors on September 3rd.

Please note that the CSA Executive and permanent staff are constantly re-evaluating what options we have available within the University of Guelph's policies. Many of these decisions are subject to change considering the changing circumstances on campus.

CSA VP Student Experience – May Update

Service Updates:

- **Safe Walk**
 - The decision has been made to suspend the service for the Fall 2020 semester. As such, the coordinators' contracts have been suspended for the Fall 2020 semester as well.
- **Clubs**
 - Summer 2020 accreditation was successful, 65 clubs applied for accreditation.
- **SHAC**
 - I've taken on the responsibility to supervise SHAC during the summer. SHAC will operate entirely virtually during the Fall semester. We are hoping that we can still have a few lawyer hours every week, but this will be up to the Guelph-Wellington Legal Clinic.
- **Menstrual Hygiene Initiative**
 - This fee will still be collected during the Fall semester to expand the program ever more. The CSA will push to have more dispensary machines on all floors in the library.

Events:

- **O-week**
 - **Virtual Sexy Bingo** – this event will be hosted online for free. It will be hosted by Athena McQueen & Fay (a drag queen from Toronto – their agent hasn't confirmed yet). The CSA executive team will be monitoring the chat during the event to make sure that nothing problematic is going on.
 - **Trivia Party** – this event will be a general trivia hosted by the CSA executive team with music from DJ Roshanie.
- **Subs & Clubs**
 - there won't be an official event that will replace subs & clubs unfortunately. However, clubs are encouraged to send videos of themselves introducing the club to be posted on our social media.

CSA VP Student Experience – June Update

Service Updates:

Clubs

- The contracts for the coordinators have been modified.
 - The clubs office will be holding a total of 12 office hours/week virtually
 - The administrative coordinator will be working 12.5 hours/week

- The programming coordinator will be working 5 hours/week
- Subs & Clubs and Clubs Days
 - The two events have been combined and will happen in September as one event. The event will be hosted on Microsoft Teams Live.
- Multi-Faith Resource Team
 - We have discussed with MFRT about developing a new accreditation process for faith-based CSA groups. This new process would allow the MFRT experts to review the groups' constitutions to ensure that the clubs comply with the CSA & MFRT policies.

SHAC

- The contracts for the coordinators have been modified as well.
 - SHAC will be holding a total of 15 office hours/week
 - The central coordinator will be working 12 hours/week
 - The assistant coordinators will be working 6 hours/week
- The lawyer will still be offering free legal aid virtually over the Fall semester

Event Updates:

Digital Talent Show –

- We started a digital talent show on our Instagram. There was a total of 8 entries. The top three winners were announced on June 29th and awarded \$75, \$50, & \$25 cash prizes respectively.

External Committee Work:

Student Mental Health & Wellness

- Pre-arrival mental well-being training will be available to first year students
- Pre-arrival Sexual Violence Education training will be mandatory for all student leaders

CSA VP Student Experience – July Board Updates

Service Updates:

Clubs

- CSA Clubs: Clubs days are going to take place over Teams Live over a few days. Where each day will be a different theme (cultural, social, athletic, etc.). Clubs will sign up for a time slot of 5-10 minutes, they will go live to talk about their clubs, events, recruitment opportunities, etc. New (& current) students will be able to ask questions in real time.

SHAC

- SHAC will have a lawyer from the Legal Clinic of Guelph & Wellington County hold virtual office hours weekly during the F20 semester. These office hours will be appointment-based.

Event Updates:

Innovation Fund

- Our O-week events were both accepted for Innovation Funding. Sexy Bingo received \$1,000 to go towards bingo cards, gift cards, and the cost of the two co-hosts.
Trivia Party received: \$1,875 to cover the cost of gift cards.

START on Campus

- The CSA was invited to talk to students at a START on Campus Community live session. The session was centered around getting involved and the CSA talked about our different services and heavily promoted clubs and clubs days!

START International

- The START International team asked the CSA executives to submit videos explaining what the CSA is, what services we offer, how to get involved, etc. These videos will be a part of the START International orientation for students.

External Committee Work:

Keep me SAFE

- Student Wellness Services purchased the Keep Me Safe program for international students. This program/app is for international students and ELP students, especially those living out of country. The program will be operational as of August 14th.

Website Work:

- The CSA website is currently undergoing major renovations and updates! I've been working on the following sections:
 - Clubs
 - Events
 - SHAC
 - Tenancy Campaigns

CSA VP External – May/June/July Board Updates

Hello new directors, and welcome back to the familiar faces from last year! I'm excited to get to know you all and have the opportunity to work alongside you in advocating and representing the needs and interests of our students. It's been a busy and stressful last five months for me since we last met in March. COVID-19 has been an interesting ride, but I'm excited to work with my new team this year to tackle some of the challenges that come our way. Below are some highlights of the work that has been keeping me busy these past few months.

SERVICES UPDATE

FOODBANK

For the months of April, May, and June the University of Guelph has helped support the Student FoodBank through their fundraising initiatives and the Highest Priority Fund. The Food Bank received approximately \$20,000 to \$25,000 each month to purchase grocery gift cards to disseminate to service users and any other students experiencing food insecurity. The Vice Provost of Student Affairs, Carrie Chassels had convened a food security workgroup that spearheaded this initiative. The FoodBank Coordinator and myself sat on this work group to identify student food needs. However, after June this support ended and the university decided to prioritize other initiatives. For the months of July and August, the FoodBank has been collaborating with the SEED (a community food security organization) to deliver food to students weekly, bi-weekly, or monthly depending on service user preference. We hope to open the FoodBank for the fall semester in a tailored manner to ensure the safety of our staff and service users. We are currently working on a safety plan to be submitted to the University for approval.

BIKE CENTRE

Unfortunately, the Bike Centre has been closed since the university shut down in response to COVID-19. All Bike Centre staff were laid off in March as the service was unable to operate. The Bike Auction was scheduled to take place the week of March 16th, and was not able to take place due to COVID-19 and university closures. This Bike Auction will now be taking place sometime in the month of September. The Bike Centre is currently closed and has no staff, I will be striking a Bike Centre Committee to give input on and spearhead operations and future Bike Centre initiatives during this time of COVID-19.

TRANSIT UPDATES

TRANSIT SERVICES

For the first few months of COVID-19, Guelph Transit services were free for everyone. However at the beginning of July, Transit was no longer free. As a result, the CSA negotiated a Post-Secondary Pass at the same rate as the youth pass for the summer months. Guelph Transit and City Council also agreed to our request for a pro-rated refund for the Winter 2020 bus pass fee and the Late Night service fee. Students who were invoiced for a Winter bus pass and the Late Night pass have the credit of \$55.12 applied towards their Fall 2020 bill!

CSA U-PASS CONTRACT WITH GUELPH TRANSIT/OPTIONS FOR STUDENTS

The CSA has also temporarily suspended our contract with Guelph Transit for the Fall 2020 and Winter 2021 semesters due to the digital post-secondary experience and the COVID-19 pandemic. Students requiring Transit services will now have to purchase a bus pass directly from Guelph Transit at the Post-Secondary rate of \$272 per semester. Students who report an income of less than \$22,759 are eligible for the Affordable Bus Pass at a rate of \$37.50 a month.

CAMPAIGNS

FAIRNESS FOR INTERNATIONAL STUDENTS

CURRENT CIRCUMSTANCES

At the April Board of Governors meeting, the University of Guelph unanimously voted to increase tuition fees for international students anywhere from 10 to 15 percent depending on the program, whereas fees for international graduate students increased anywhere from 5 to 37 percent depending on the program. These fee increases have come at the time of a global pandemic and extreme financial precarity. I've been collecting personal stories from international students who have been hardest hit by these fee increases and the COVID-19 pandemic. Most international students indicated their inability to afford groceries and pay rent. Some were/are stuck in Canada due to border closures back home, or the high costs of flights. International students are also not eligible for any government supports such as CERB or CESB, putting them in an even greater precarious situation. Most students indicated they are reconsidering attending UofG.

ACTIONS TAKEN

In response to these fee increases, the CSA and ISO made a public statement and set up an emailer tool where students can send email letters to the University Administration demanding an immediate reversal of these fee increases, provide more financial supports for international students and a tuition freeze for international tuition fees. As a result, the University of Guelph announced an emergency bursary for international students and

EDUCATION FOR ALL

Education for All is a new CFS campaign outlining the financial hardships that have been exacerbated by the COVID-19 pandemic. This campaign is calling for lower tuition fees, more grants and free education for all. We hope to mobilize and organize around this campaign as we begin the fall semester.

SOLIDARITY/ANTI-BLACK RACISM

The CSA has been working alongside the Guelph Black Students Association (GBSA) to address the anti-Black racism that exists on campus. On August 10th, 11th, 12th, and 13th, we hosted a Digital Speaker Series: Amplifying Black Voices. These IG Live series covered topics including the 2015 Black Lives protests on campus, importance of mandatory anti-oppression trainings intersectional mental health services on campus, racism in classrooms, Black representation on campus, and the GBSA letter to administration to meet the needs of Black students on campus. The CSA and GBSA also delivered care packages to Black students which contained items donated or purchased from local Guelph businesses.

CANADIAN FEDERATION OF STUDENTS REPRESENTATION

The Canadian Federation of Students is a federation comprising of member locals (student unions) from across Canada. The SKILLS Development Symposium containing workshops around student organizing took place on July 22nd, 23rd, 29th, and 30th. The Ontario Executive Committee meeting took place July 29th, where the Ontario Executive voted to have the CFS Ontario sign their name and logo onto the GBSA to show solidarity with Black Students at the University of Guelph. The Ontario General Meeting took

place from August 26th to August 28th. If you have questions about motions discussed, feel free to reach out to me at csavpexternal@uoguelph.ca.

POLITICAL REPRESENTATION

On July 22nd, one undergraduate student, one graduate student, and myself attended a lobby meeting with our MPP Mike Schreiner to address the needs of students and highlight the impacts of the COVID-19 pandemic. Some of the issues that were highlighted included high tuition fees, the \$670 million cut to OSAP, accessibility concerns, the needs of graduate and international students. Some of our demands for the Ontario government were to properly fund post-secondary institutions, restore the funding cuts that were made to the OSAP program, and put a cap on tuition fees for international students. On August 7th, the same group had a lobby meeting with our MP Lloyd Longfield. Some topics covered included high tuition costs, financial precarity, accessibility, graduate students and international student concerns. Some of our demands for the Federal government were to extend the CESB program to include international students by the \$912 million from the volunteer student grant to the CESB. Removal of the 20 hour work limit for international students all together post COVID-19, and to create a national framework to help provinces better fund post-secondary institutions.

MINUTES

Policy & Bylaw Review Committee

April 15, 2020 – 6:00 pm – Microsoft Teams (Virtually)

Members Present: Dena Van de Coevering, Claudia Idzik, Lindsey Fletcher, Horeen Hassan, Ariel Oleynikov, Blakeney Smith (arrived at 6:31 pm)

Member Regrets: Alan Negrin, Matteo Raso

Guests: Patrick MacCarthy

Chair: Pete Wobschall

Scribe: Sarah Dias

Meeting begins at **6:06 pm**

Pete Wobschall: Regrets to Alan and Mateo, wish they could have been here. But a huge shout out to Ariel and Patrick, thank you so much for being here tonight.

Overview

- PowerPoint Presentation from Pete Wobschall
- Discussion of Candidate's Package

PowerPoint Presentation

Pete Wobschall presents PowerPoint presentation, Hierarchical Organization PBRC April 2020 200415-3, see attachment for full presentation.

Summary of Presentation:

- Understanding Definitions
- Explanation of Different Roles (President, Vice President, Etc.)
- Organizational Chart Explanation and Examples
- Elections Office Roles and Procedures (Found in Bylaw and Policy)

Candidate's Package

Refer to Elections Package Policy Reference 20033, see attachment for full package.

Members discuss the policy that executive members must work a minimum of 37 hours and can only be enrolled in 1 credit during their term. Members agree that the policy of only 1 credit is restricting to the executive members and wish to strike it from policy.

Motion: That the policy in the Candidate's Package in which executive members may only be enrolled in 1 credit be fully removed from policy.

Moved: Blakeney Smith Seconded: Lindsey Fletcher

Motion carried.

A member raises concerns about the wording for a "minimum" of 37 hours, as it seems a bit vague. Chair Pete Wobschall adds an **Action:** to follow up with the Central Student's Association Human Resources Representative, for consideration. Pete will ensure that the outcome will be on a future agenda.

MINUTES

Policy & Bylaw Review Committee

April 15, 2020 – 6:00 pm – Microsoft Teams (Virtually)

Members discussed the policy on page seven of the Candidates Package, which outlines that executive members are not allowed to work another job outside of their Central Student Association position.

Motion: To remove the clause in the Candidates Package which refers to executive members not being allowed to participate in employment outside of their positions in the Central Student Association.

Moved: Blakeney Smith Seconded: Claudia Idzik

Motion carried.

Members discuss how important employment contracts are and how the Central Student Association should consider contracts for all employees.

Motion: To have the Policy and Transition Manager follow up with Human Resources to consider executive employment contracts and report back at the next Policy and Bylaw Review Committee Meeting.

Moved: Blakeney Smith Seconded: Dena Van De Coevering

Motion carried.

Members continue to review Candidate's Package, agree that the laws regarding the Central Student Association Logo should be in accordance with the Central Student Association brand guidelines and how these brand guidelines should be made public.

Action: Pete and Patrick to ensure brand guidelines are built into the Candidates Package.

Members discussed how there should be an organizational social media policy.

Action: Pete to add as an agenda item at a future PBRC meeting for discussion.

Action: The Policy and Transition Manager will meet with Chief Returning Officer to write up the revised report with all recommendations from this Committee.

Pete Wobschall: Thank you for everyone joining us this evening, especially to our volunteers.

Horeen Hassan: Thank you so much for all of this, Pete. You did a lot of the background work, and it is really appreciated.

Meeting ends at **7:41 pm**

WE *the* **STAFF**, at the
UNIVERSITY of **GUELPH**



BELIEVE *in the* **VALUES** of

COMMUNITY

INTEGRITY

INCLUSIVITY

TRUST AND THE

PURSUIT OF EXCELLENCE

OUR VALUES REQUIRE *the* FOLLOWING BEHAVIOUR:

ESTABLISH *an* **TRUST** THROUGH **RESPECT**
ENVIRONMENT of **TRUST** + **COOPERATION**



FOSTER CONSIDERATE,
OPEN, HONEST, + TIMELY

COMMUNICATION

LISTEN + SEEK *to*
UNDERSTAND

RESPECT OPINIONS, FEELINGS,
+ OBJECTIVES



RECOGNIZE
+ VALUE

ACCOMPLISHMENTS

SEEK

MUTUALLY BENEFICIAL

OUTCOMES *with an* ENTHUSIASTIC,
CONSTRUCTIVE, + FLEXIBLE ATTITUDE

APPRECIATE + HONOUR

DIVERSITY



EMBRACE

LIFELONG LEARNING



ENCOURAGE

INNOVATION



What are you looking most forward to doing when this is all over?

What are you hopeful will be an outcome of this craziness?



Presentation Outline

- Presentation Goal
- Why Are We Here?
- Definitions
- Organizational Chart Overview
- Short Video!
- History of the CSA Executive Model
- Policy Supporting CSA Hierarchical Organization:
 - Board of Directors
 - Executive
 - Staff Supervision
 - Elections Office
- 2017 Proposed Organizational Chart (**Lindsey**)
- Group discussion to develop response to Board Motion



Presentation Goal



To establish a consistent understanding of definitions and policy to begin discussions.

Presentation Outline

- Presentation Goal
- **Why Are We Here?**
- Definitions
- Organizational Chart Overview
- Short Video!
- History of the CSA Executive Model
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Feb 26, 2020 Board Motion

11.11.2. Candidates' Package – Winter 2020 By-Election

MOTION AS AMENDED: That the candidate package be referred to Policy and Bylaw Review Committee for review and amendment;

RESOLVED that pages 7 and 8 of the package be used as a non-binding outline until such time as committee is able to produce a recommendation, and that recommendation is approved by the Board of Directors;

RESOLVED any successful candidates from the Winter 2020 General Election have the option upon approval of the updated package to transfer to the updated package;

RESOLVED the package be amended to remove the “limit outside commitments clause”;

RESOLVED the updated candidate package be presented by PBRC to the Board of Directors by April 1, 2020.

Motion carried.

Presentation Outline

- Presentation Goal
- Why Are We Here?
- **Definitions**
- Organizational Chart Overview
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Definitions are important.

Not-for-Profit Corporations Act, 2010

S.O. 2010, CHAPTER 15

Consolidation Period: From November 14, 2017 to the [e-Laws currency date](#).

Note: THIS ACT IS NOT YET IN FORCE. It comes into force on a day to be named by proclamation of the Lieutenant Governor. See: 2010. c. 15, s. 249.


Last amendment: 2017, c. 20, Sched. 8, s. 1-56, 59.

Legislative History: [+]

CONTENTS [-]

| <u>PART I</u> | |
|--|---|
| INTERPRETATION, APPLICATION AND ADMINISTRATION | |
| <u>1.</u> | Definitions |
| <u>2.</u> | Interpretation re period of days |
| <u>3.</u> | Interpretation re corporate relationships |
| <u>4.</u> | Application |
| <u>4.1</u> | Execution of documents |

‘The Executive Committee may act in the **absence** of the Board provided such action is recorded in the minutes and is submitted to the next regular meeting of the Board.’



Central Student Association Bylaw 1 – Organizational

1.0 General

1.1 Introduction to the Central Student Association

1.1.1. The University of Guelph Central Student Association, referred to in these bylaws as the ‘CSA’, is a not-for-profit corporation, incorporated under the Ontario Corporations Act as of May 31, 1979. The CSA is the undergraduate students’ union at the University of Guelph and Local 54 of the Canadian Federation of Students.

1.2. Aims of the Central Student Association

1.2.1. The CSA is committed to serve and protect the rights of undergraduate students at the University of Guelph. The aims of the CSA is three-fold:

- a) **Advocacy** – We advocate with and on behalf of our members for accessible, quality, and public education. Through democratic representation, we protect our rights at the institutional, municipal, provincial, and federal level.
- b) **Enhance the Student Experience** – We work to build a community on-and off-campus free from all forms of oppression. We run services and events that support students including students from marginalized groups.
- c) **Provide Cost-Saving Services** – We offer members services to save money, like health and dental plans, affordable bus passes, and more.

1.3. Definitions

In these bylaws, unless the context otherwise requires, these shall be the definitions:

Hierarchical Definition

Hierarchical

of, relating to, or arranged in a hierarchy

Hierarchical

arranged according to people's or things' level of importance, or relating to such a system:

The military has a hierarchical rank structure.

It's a very hierarchical organization in which everyone's status is clearly defined.

'Important' Defined

Of great significance or value; likely to have a profound effect on success, survival, or well-being.

The Main Types of Business Risk:

- Strategic Risk
- Compliance Risk
- Operational Risk
- Financial Risk
- Reputational Risk



'Important' = exposed to highest level of risk and accountability.

Hierarchy Defined

Hierarchy

3: a body of persons in authority

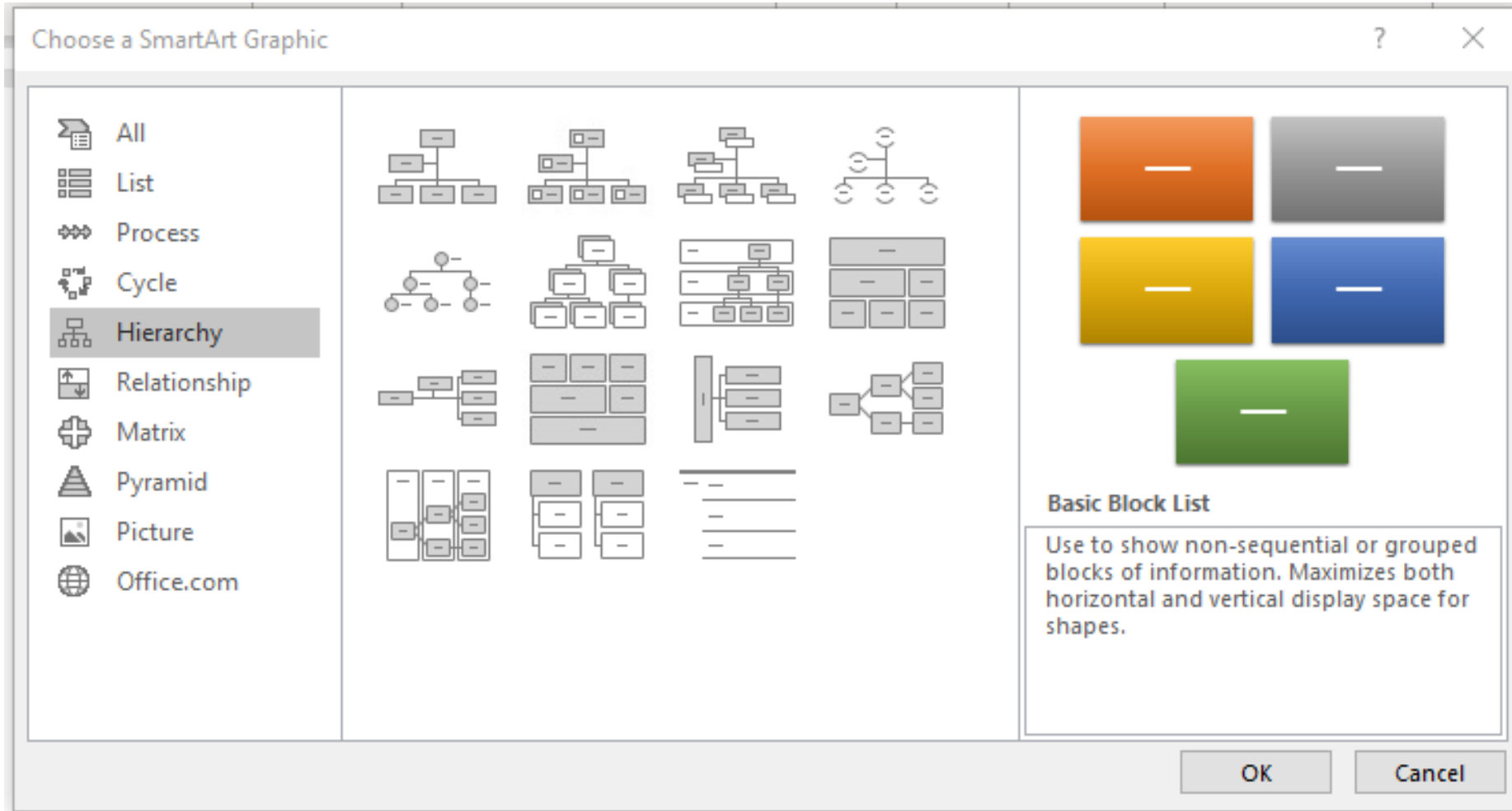
4: the classification of a group of people according to ability or to economic, social, or professional standing also: the group so classified

5: a graded or ranked series a hierarchy of values



Maslow's hierarchy of needs

Hierarchy Ingrained



Hierarchical Organization

A hierarchical organization is an organizational structure where every entity in the organization, except one, is subordinate to a single other entity. This arrangement is a form of a hierarchy.

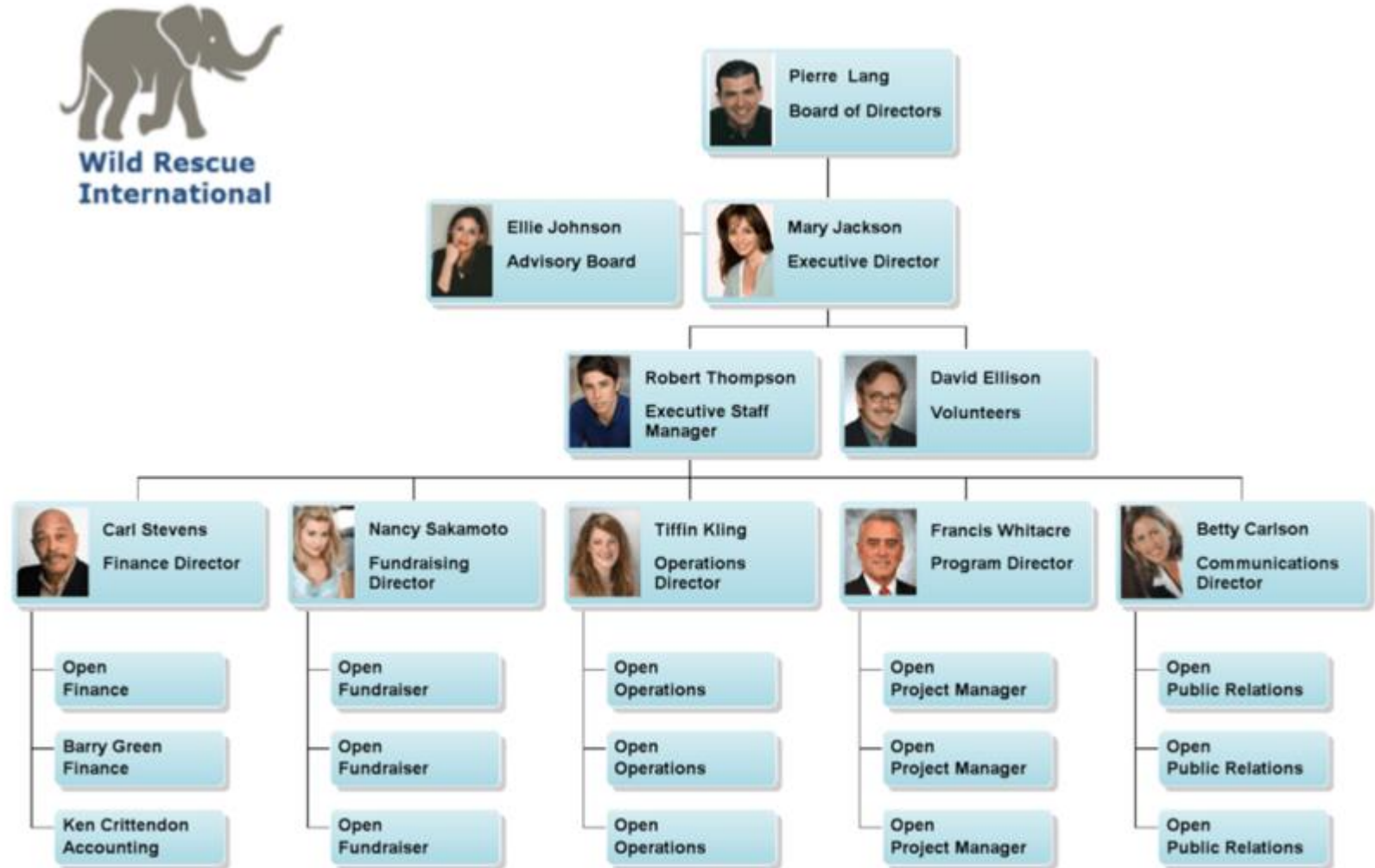
In an organization, the hierarchy usually consists of a singular/group of power at the top with subsequent levels of power beneath them...

Hierarchical Organization

This is the dominant mode of organization among large organizations; most corporations, governments, criminal enterprises, and organized religions are hierarchical organizations with different levels of management, power or authority...

Hierarchical Organization

Members of hierarchical organizational structures chiefly communicate with their immediate superior and with their immediate subordinates.



President vs Vice President

Source 1: The president, also known as the CEO in many companies, is responsible for giving the company a general strategic direction. On the other hand, the vice president is responsible for making sure that this is executed in the day-to-day operations of the company.

Source 2: The vice president is an employee who is an officer of an organization in the private sector (business) or the public sector who reports to (is below) the president or the CEO, and usually functions as the second in command in rank within the organization. **According to Wikipedia, the name comes from the Latin vice meaning “in place of’.”**

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Organizational Charts



Define organizational charts and provide examples, so we can better interpret their meaning.

Organizational chart

From Wikipedia, the free encyclopedia

An **organizational chart**, also called **organigram** or **organogram**, is a **diagram** that shows the **structure** of an **organization** and the relationships and relative ranks of its parts and positions/jobs. The term is also used for similar diagrams, for example ones showing the different elements of a field of knowledge or a group of languages.

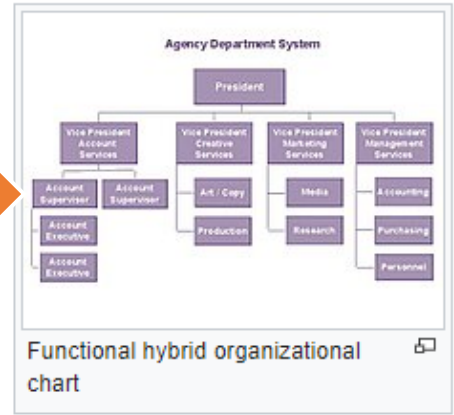
Contents [hide]

- 1 Overview
- 2 History
- 3 Limitations
- 4 Examples
- 5 See also
- 6 References

Overview [edit]

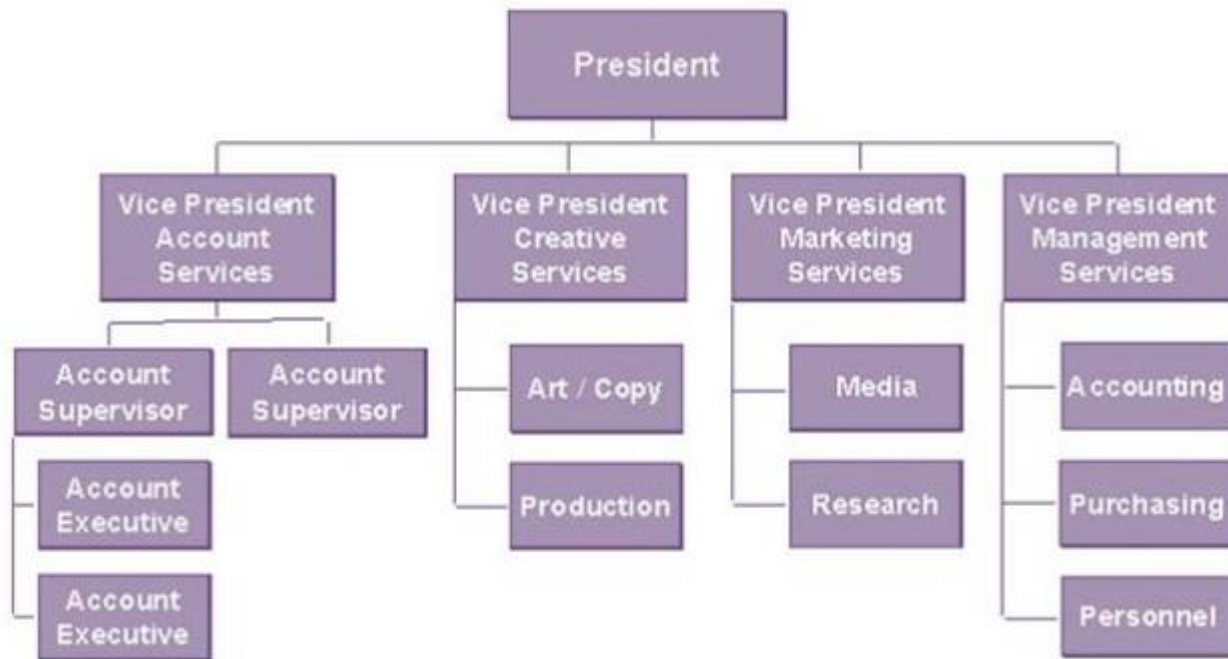
The organization chart is a diagram showing graphically the relation of one official to another, or others, of a company. It is also used to show the relation of one department to another, or others, or of one function of an organization to another, or others. This chart is valuable in that it enables one to visualize a complete organization, by means of the picture it presents.^[2]

A company's organizational chart typically illustrates relations between people within an organization. Such relations might include managers to sub-workers, directors to managing directors, chief executive officer to various departments, and so forth. When an organization chart grows too large it can be split into smaller charts for separate departments within the organization. The different types of organization charts include:



Organizational Chart

Agency Department System



An **organizational chart**, also called **organigram** or **organogram**, is a diagram that shows the structure of an organization and the relationships and relative ranks of its parts and positions/jobs.

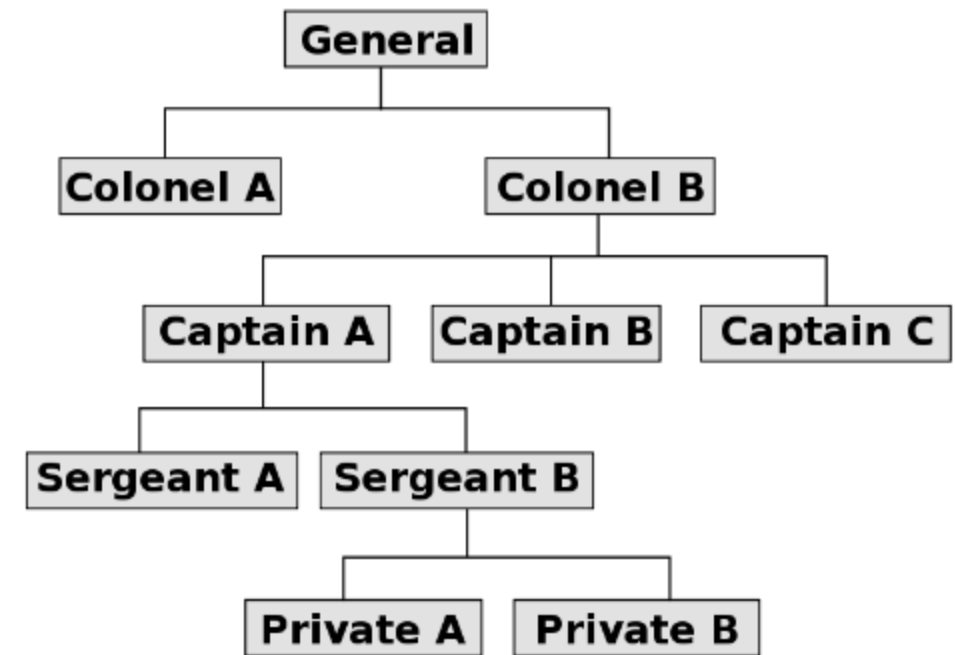
The term is also used for similar diagrams, for example ones showing the different elements of a field of knowledge or a group of languages.

https://en.wikipedia.org/wiki/Organizational_chart

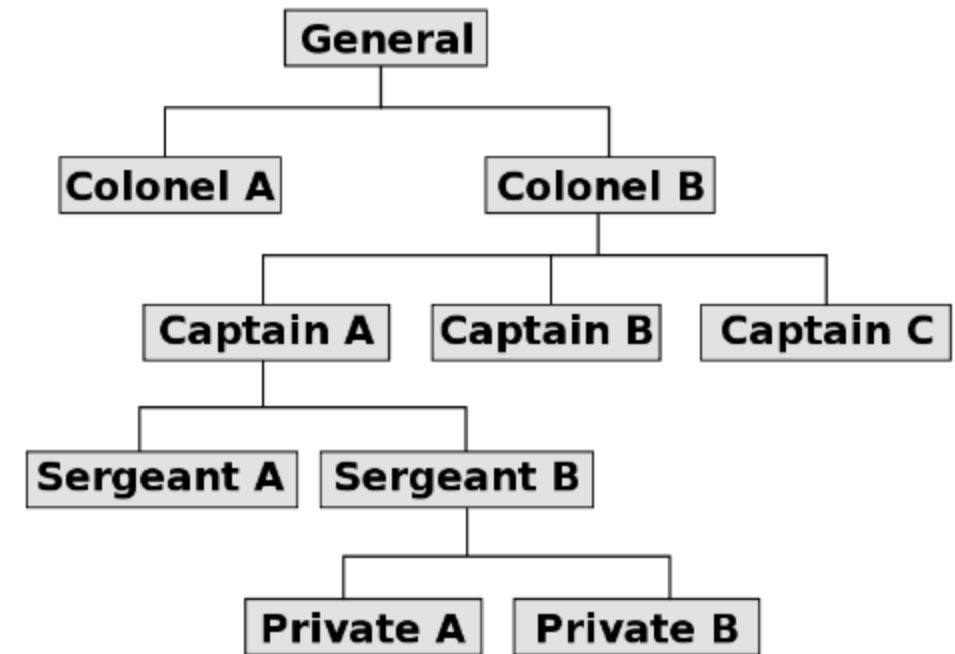
Sample Chart

The example on the right shows a simple hierarchical organizational chart.

An example of a "line relationship" (or chain of command in military relationships) in this chart would be between the general and the two colonels - the colonels are directly responsible to the general.



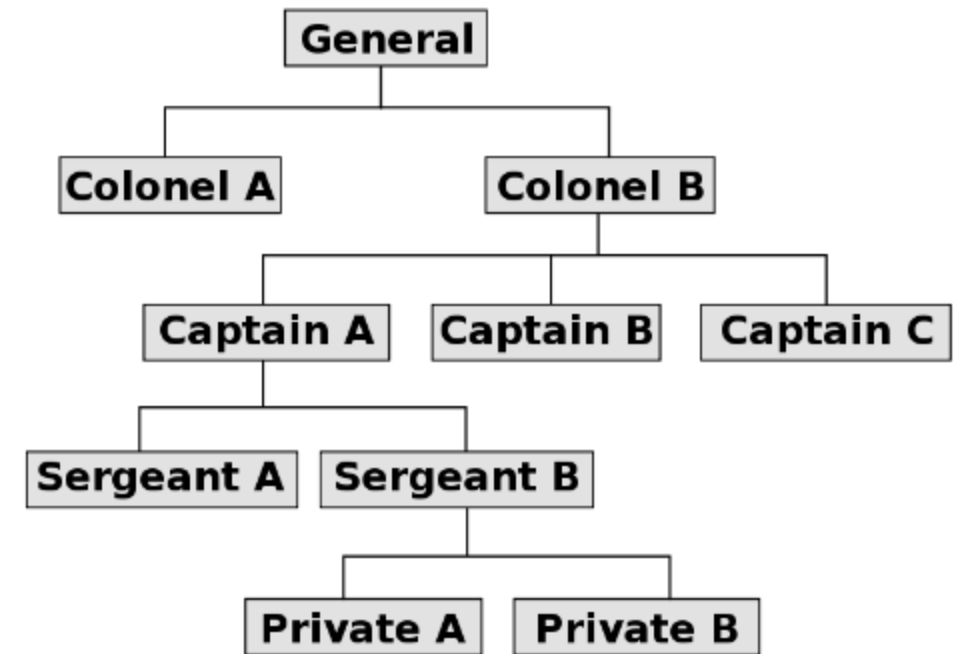
An example of a "lateral relationship" in this chart would be between "Captain A", and "Captain B" who both work on level and both report to the "Colonel B".



It's Art!

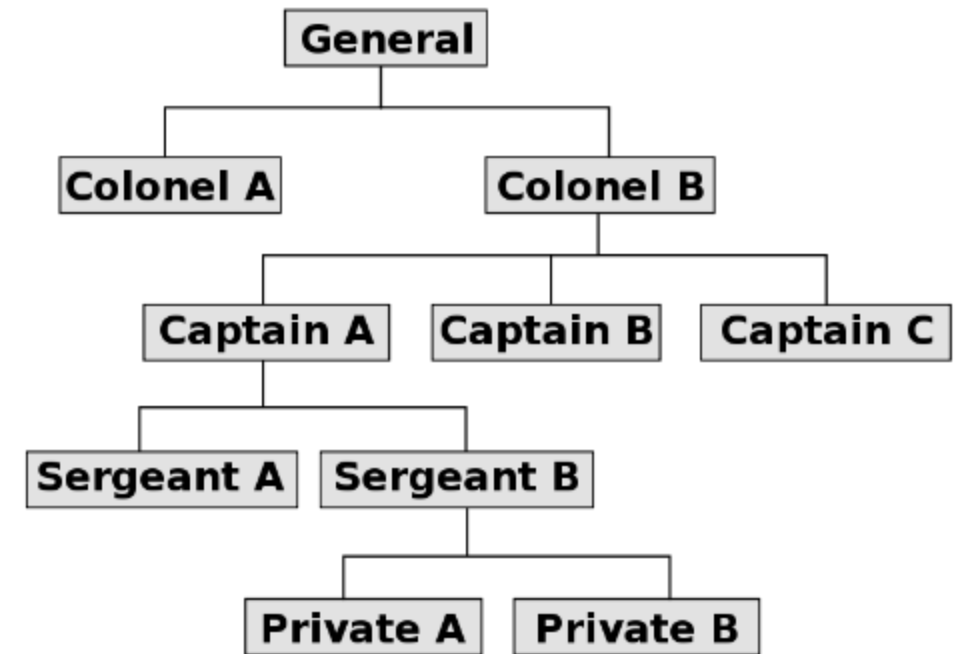
Various shapes such as rectangles, squares, triangles, circles can be used to indicate different roles.

Color can be used both for shape borders and connection lines to indicate differences in authority and responsibility, and possibly formal, advisory and informal links between people.



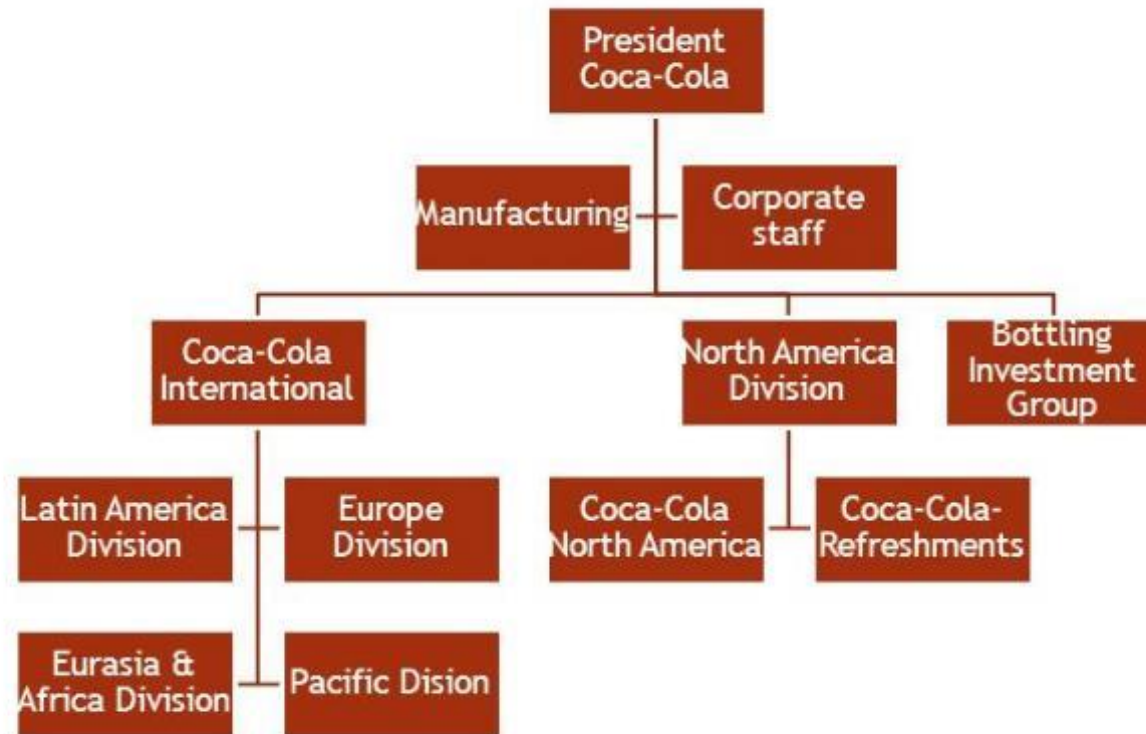
A department or position yet to be created or currently vacant might be shown as a shape with a dotted outline.

Importance of the position may be shown both with a change in size of the shape in addition to its vertical placement on the chart.



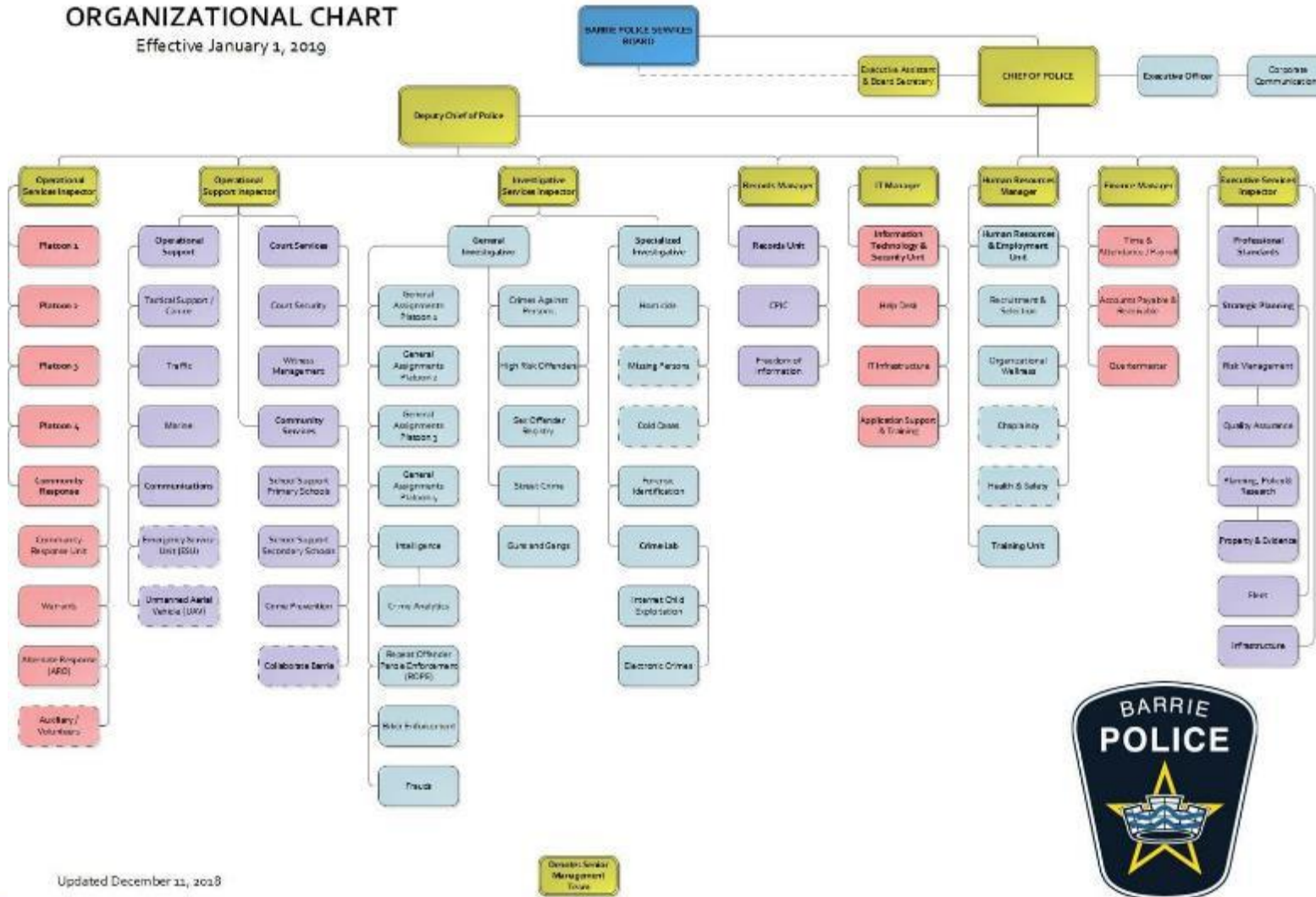
Org Chart Example

COCA COLA COMPANY ORGANIZATION STRUCTURE



Org Chart Example

ORGANIZATIONAL CHART
Effective January 1, 2019



Updated December 11, 2018

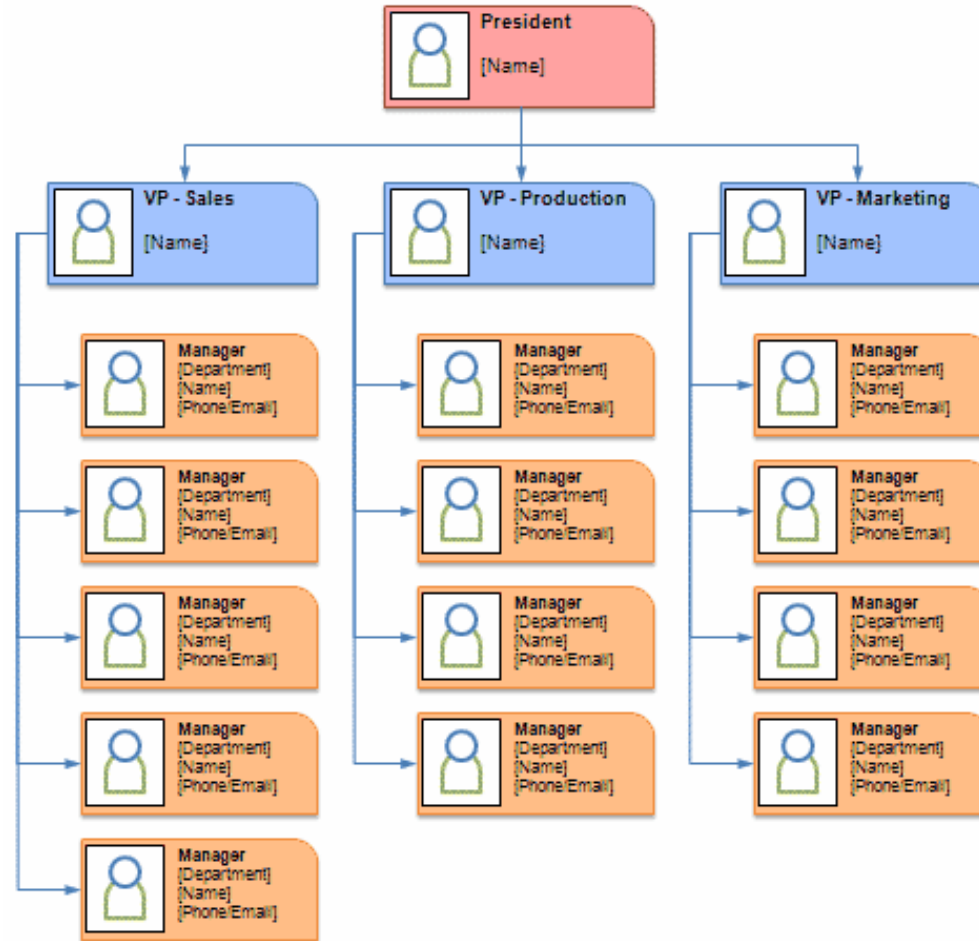
District Senior Management Issues

Org Chart Example

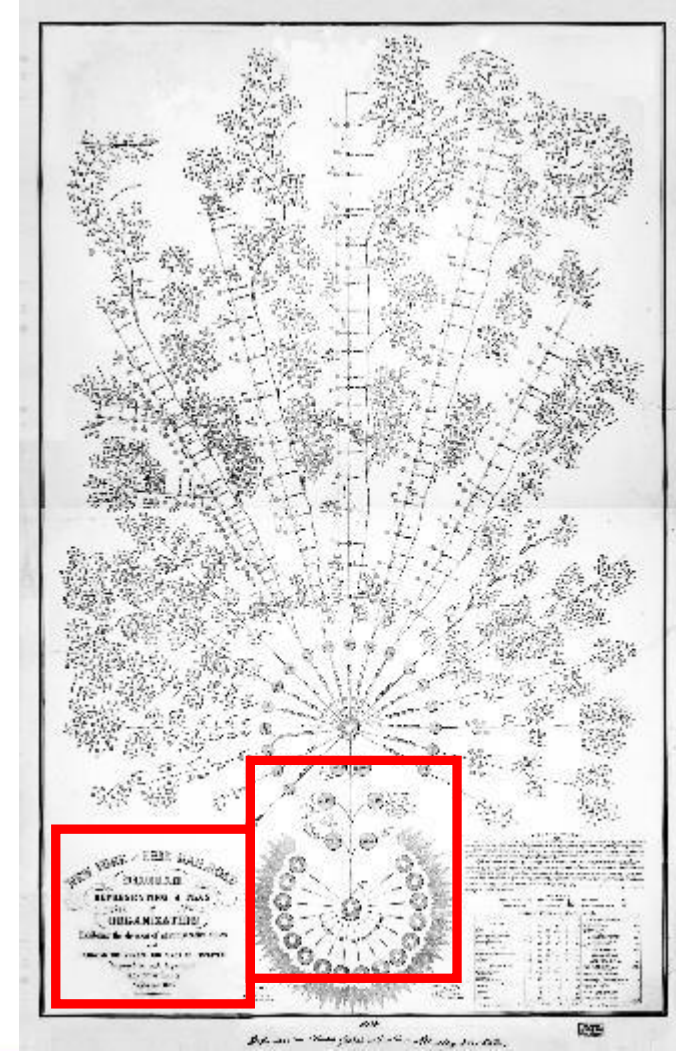
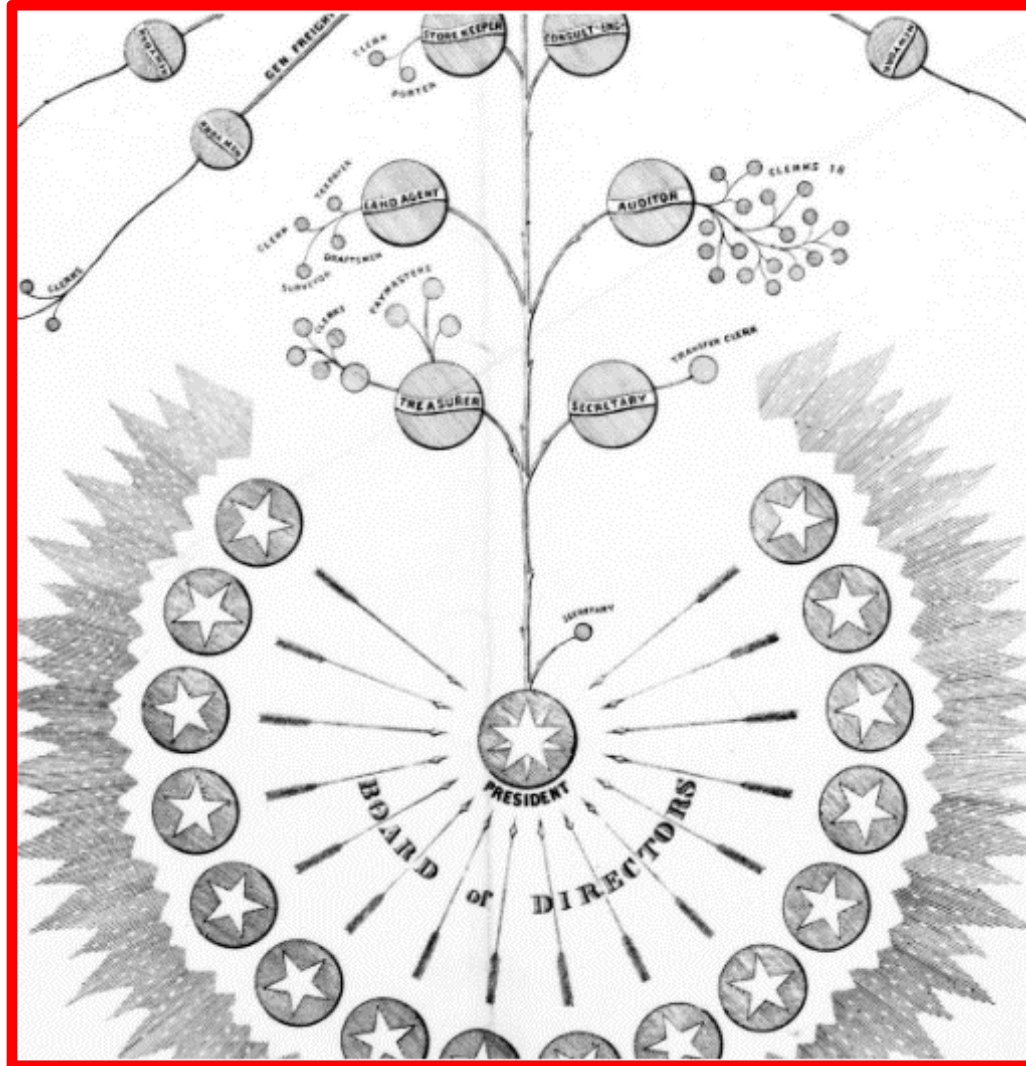
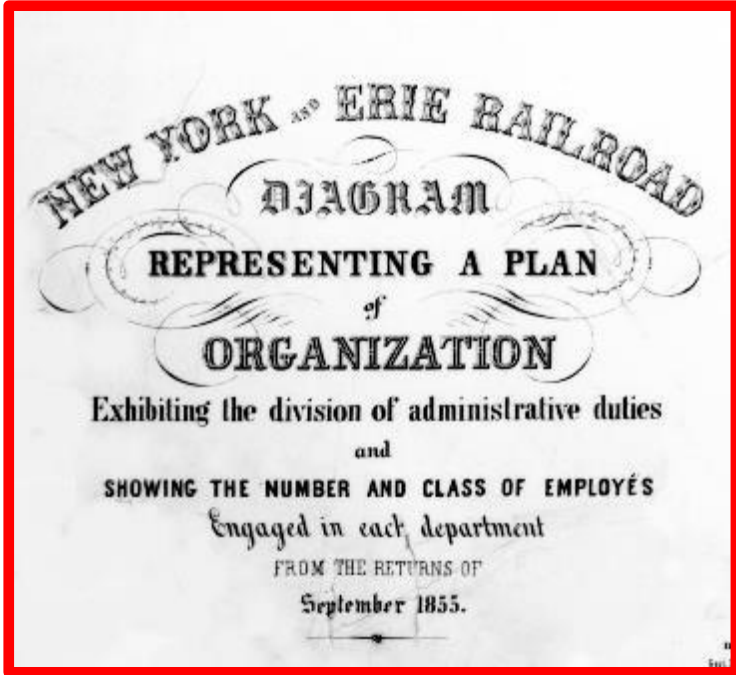


Org Chart Ingrained

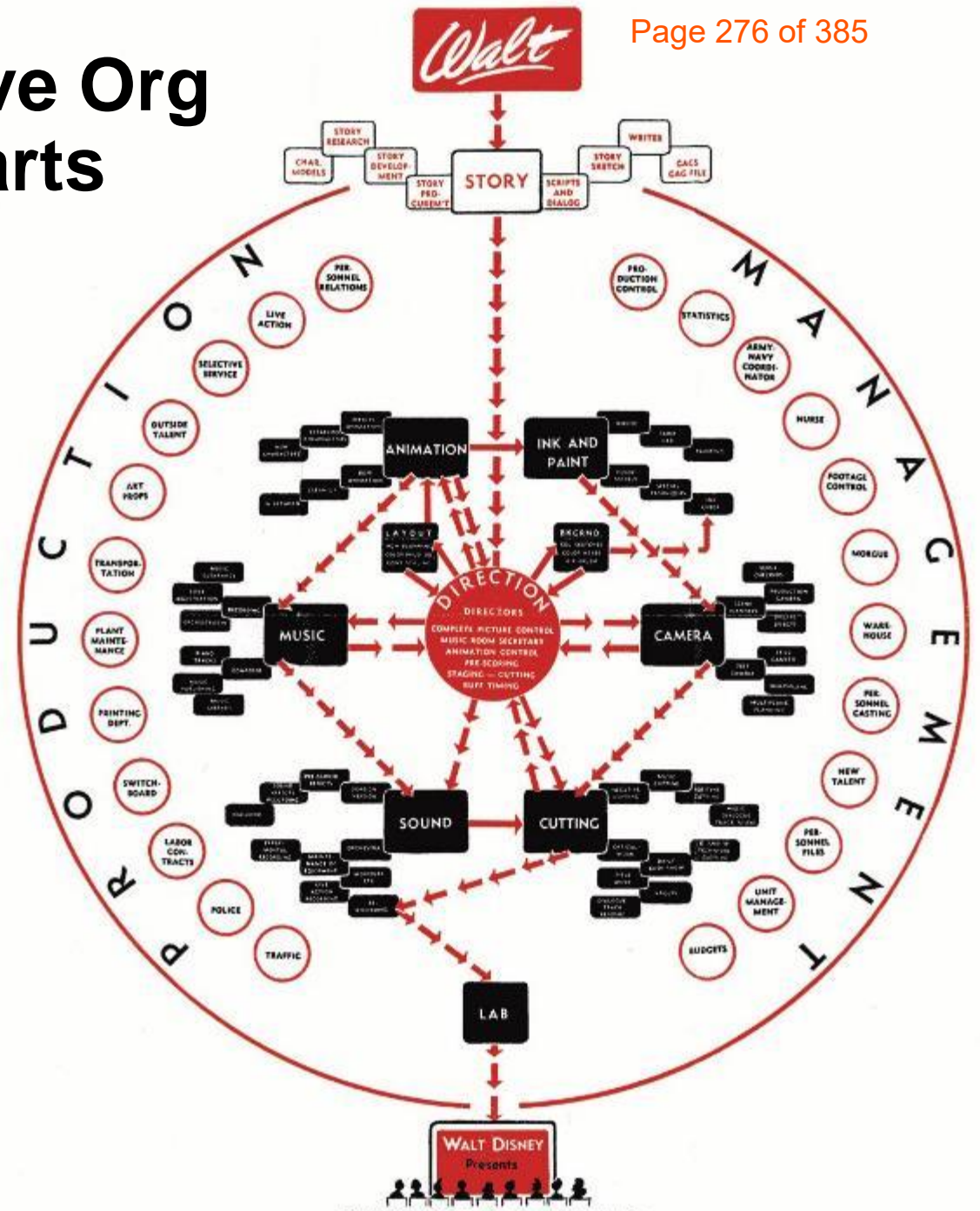
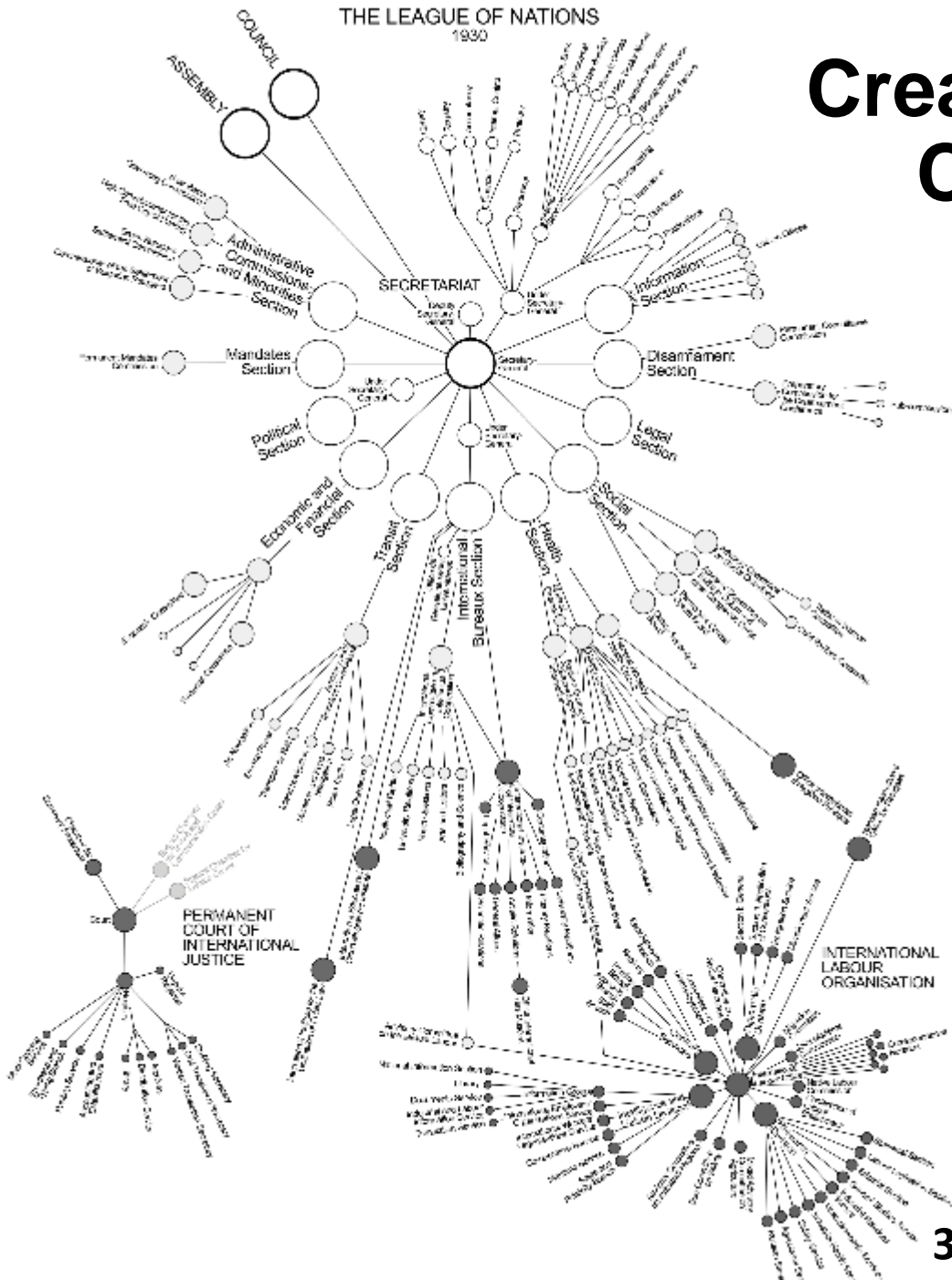
Company Organizational Chart



Org Chart Origins



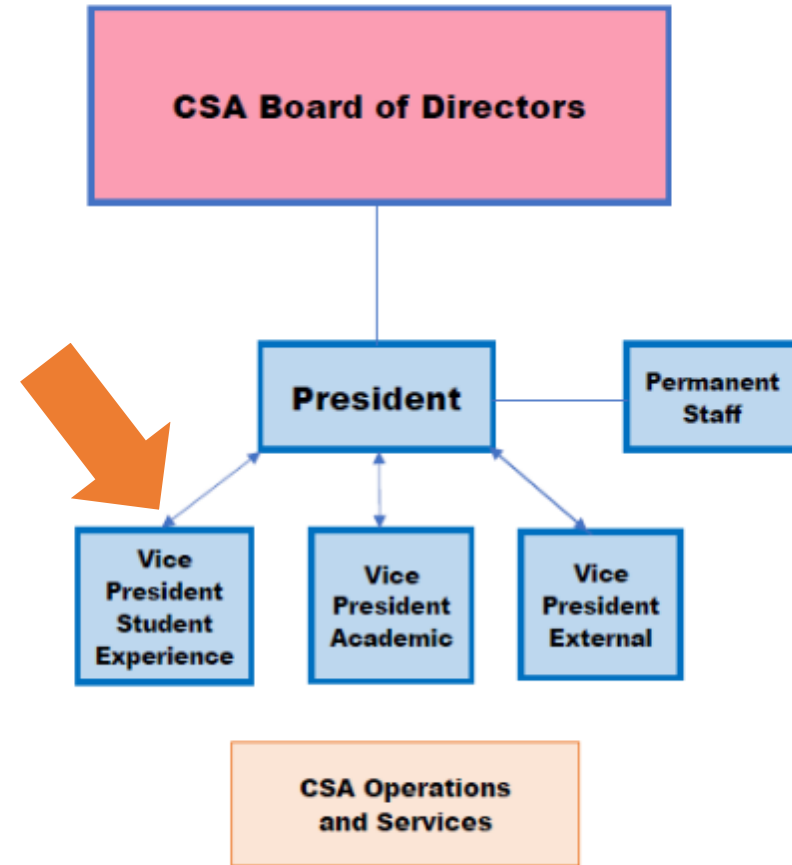
Creative Org Charts



Notes: This Chart is a Creative Organization and Not a Authority

CSA Organizational Chart from Candidate's Package

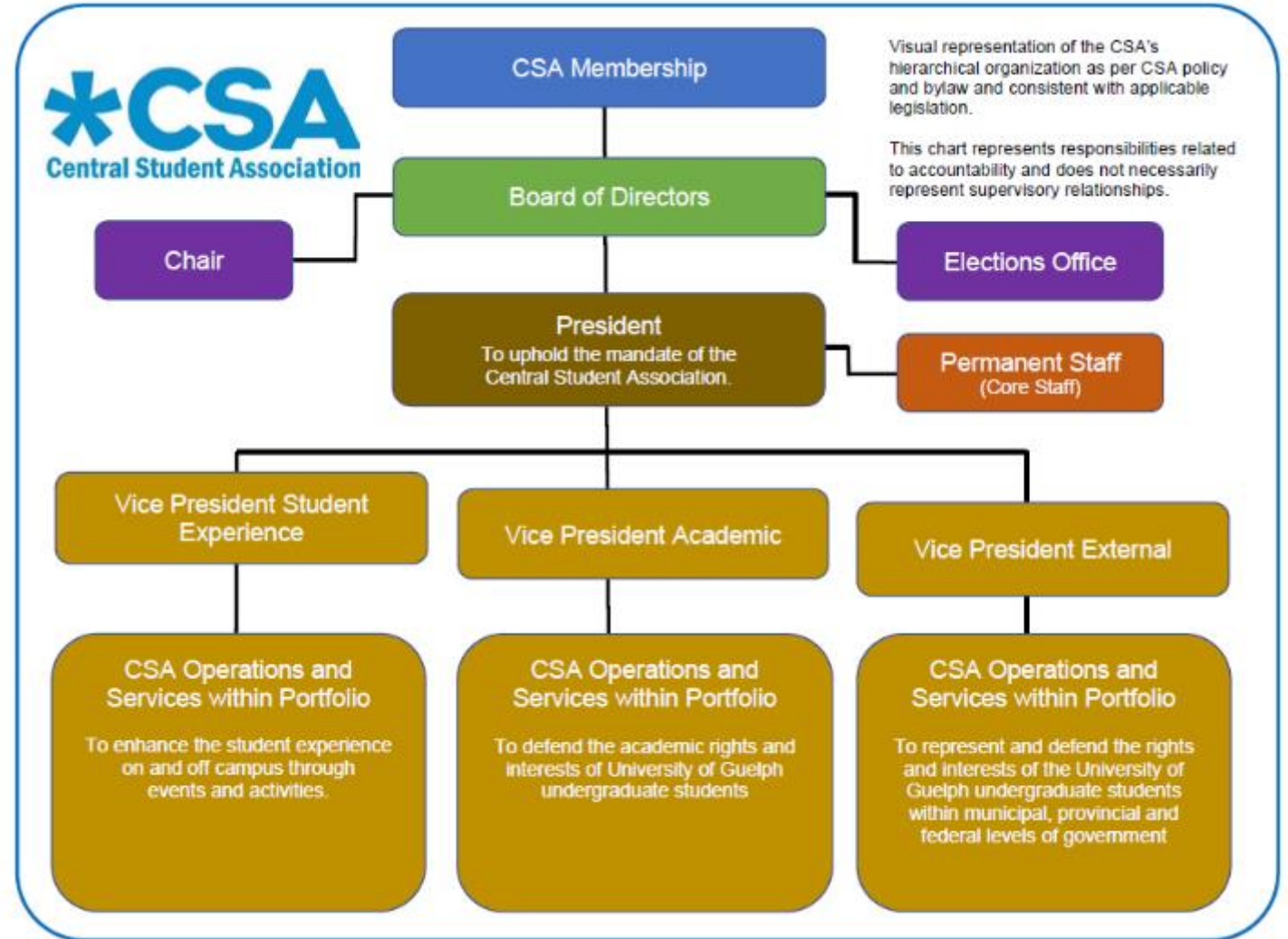
CORPORATE ORGANIZATIONAL CHART



Revised Org Chart - 2020

PTM's Revised CSA Organizational Chart

April 2020



SUMMARY

An organizational chart is a visual representation of policy.



Presentation Outline

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First Follower:
Leadership Lessons
from Dancing Guy



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Review of the CSA
archival record
regarding the adoption
of the Executive Model.



AGM Minutes

Wednesday, February 1st, 2017

5:30pm at PCH

1.11.7. Amendment to Bylaw 1 Section 5 on January 18, 2017

Motion: to consider amendments to Bylaw 1 Section 5 Executive Officers (refer to amendments enclosed in the AGM package);

BIFRT these changes be effective as of May 1st, 2017 and for the Winter 2017 general election.

Moved: Meghan Wing

Seconded: Nicholas Kowaleski

MINUTES

Annual General Meeting
Wednesday, February 1, 2017
5:30 pm – Peter Clark Hall

this organization and the concerns and opinions that you have are the ones that get moved on and are discussed by the CSA.

Lindsey Hunter: I am in favour. I see we are doing a lot of debate.

Motion: To call the question

Moved: Aidan Paskinov

Seconded: Mohamed Ahmed

Motion carried with 2/3 vote

Motion carried.

18 of 22

Agenda

CSA Annual General Meeting

February 27, 2019 – 5:30 pm – Peter Clark Hall



-
- 1.1. **Call to Order**
 - 1.2. **Land Acknowledgement**
 - 1.3. **Welcome and Introductory Comments**
 - 1.3.1. CSA President: Overview of the CSA
 - 1.3.2. CSA Chair: AGM Welcome / How to Participate in the AGM Pg. 1
 - 1.4. **Approval of the Agenda**
 - 1.4.1. Motion to Approve the Agenda Pg. 12
 - 1.5. **Approval of Previous AGM Minutes**
 - 1.5.1. Motion to Approve AGM Minutes – February 1, 2017 Pg. 12
 - 1.5.2. AGM Minutes – February 1, 2017 Pg. 13
 - 1.5.3. Questions and Business Arising from the Minutes

***DRAFT* Minutes**

CSA Annual General Meeting

February 27, 2019 – 5:30 pm – Peter Clark Hall



1.5.1. Motion to Approve AGM Minutes– February 1, 2017

MOTION: To approve the minutes from the CSA Annual General Meeting held on February 1, 2017.

Moved: Jayden Wlasichuk

Seconded: Claudia Idzik

Vote on Motion
Motion carried

CSA Annual General Meeting (AGM)
February 7, 2018 @ 5:30pm – Peter Clark Hall



Agenda

1.8. Report of the Organization

- | | |
|---|-----------|
| 1.8.1. President – Chelsea Mulvale | (pg. 150) |
| 1.8.2. VP Student Experience – Emily Vance | (pg. 152) |
| 1.8.3. VP Academic – Becca Cheskes | (pg. 155) |
| 1.8.4. VP External – Kayla Weiler | (pg. 159) |
| 1.8.5. Policy and Transition Manager – Lauren Kelly | (pg. 163) |
| 1.8.6. CSA Services Updates | (pg. 166) |

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Review of CSA policy supporting the Executive Model.



Bylaw 1 – Organizational

3.0. Board of Directors

3.1. Board of Directors

3.1.1. The affairs of the CSA shall be managed by a Board of Directors of 35 persons composed of both elected and appointed members.

Bylaw 1 – Organizational

4.0. Board Meetings

4.2. Powers of the Board

4.2.1. **The Board shall administer the affairs of the CSA in all things** and may make or cause to be made for the CSA, in its name, any kind of contract which the CSA may lawfully enter into and, save as hereinafter provided, generally, may exercise all such powers and do all such other acts and things as the CSA, by its Letters Patent or otherwise, is authorized to exercise and do.

Bylaw 1 – Organizational

4.0. Board Meetings

4.2. Powers of the Board

4.2.3. The Board may appoint such agents and engage such employees as it may deem necessary and such persons shall have such authority and shall perform such duties as shall be prescribed by the Board at the time of such appointment.

Bylaw 1 – Organizational

4.0. Board Meetings

4.2. Powers of the Board

4.2.5. The Board shall have the authority to establish committees to exercise any function of the CSA.

4.2.8. The Board shall have the power to inspect and audit any activity sponsored by the CSA.

Bylaw 1 – Organizational

5.3. Executive Committee (Terms of Reference)

5.3.5. The Executive Committee may review any matters relating to the property, revenue, business, and affairs of the CSA

5.3.9. The Executive Committee shall recommend policy but shall not initiate policy without the approval of the Board or unless prior permission to establish any policy has been given by the Board.

Bylaw 1 – Organizational

5.0. Executive Officers, also referred to as the Executive Committee

5.6. Relationship between Board of Directors and Executive Committee

5.6.3. To adhere to decisions made by the Board of Directors and to respect the Board as the governing body of the CSA;

Bylaw 1 – Organizational

5.0. Executive Officers, also referred to as the Executive Committee

5.7. The President of the CSA shall:

5.7.2. Report and be accountable to the Board of Directors;

5.7.3. Receive initiatives from the Board of Directors and the general membership and is responsible for implementing them within the Executive Committee.

Bylaw 1 – Organizational

5.0. **Executive Officers**, also referred to as the Executive Committee

5.8. Vice President Student Experience of the CSA shall:

5.8.2. Assume the duties of the President in the event of the absence or incapacity of the President.

5.9. The Vice President Academic of the CSA shall:

5.9.1. Assume the duties of the President in the event of the absence or incapacity of the President, and the Vice President Student Experience.

Bylaw 1 – Organizational

5.0. Executive Officers, also referred to as the Executive Committee

5.10. The Vice President External of the CSA shall:

5.10.1. Assume the duties of the President in the event of the absence or incapacity of the President, the Vice President Student Experience, and the Vice President Academic.

Appendix A – Internal CSA Policy

14. Executive Officer Portfolio Duties

14.1. Executive Officer Portfolio Duties

14.2. General Duties

14.2.3. Each Executive member shall take direction from the CSA Board of Directors when given.

Appendix A – Internal CSA Policy

14. Executive Officer Portfolio Duties

14.3. President

14.3.1. The primary purpose of the President is to uphold the mandate of the Central Student Association:

- a) To work with a team of with the collective Executive, directors and staff to make decisions interests of students in mind.
- c) To **lead** the Executive Committee.

‘Lead’ Defined

leader [lee-der] [SHOW IPA](#)

[SEE SYNONYMS FOR leader ON THESAURUS.COM](#)

noun

- 1 a person or thing that leads.
- 2 a guiding or directing head, as of an army, movement, or political group.

leadership [lee-der-ship] [SHOW IPA](#)

[SEE SYNONYMS FOR leadership ON THESAURUS.COM](#)

noun

- 1 the position or function of a **leader**, a person who guides or directs a group:
He managed to maintain his leadership of the party despite heavy opposition.
- 2 ability to lead:
As early as sixth grade she displayed remarkable leadership potential.
- 3 an act or instance of leading; guidance; direction:
They prospered under his strong leadership.
- 4 the leaders of a group:
The union leadership agreed to arbitrate.

leading¹ [lee-ding] [SHOW IPA](#)

[SEE SYNONYMS FOR leading ON THESAURUS.COM](#)

adjective

- 1 chief; principal; most important; foremost:
a leading toy manufacturer.
- 2 coming in advance of others; first:
We rode in the leading car.
- 3 directing, guiding.

noun

- 4 the act of a person or thing that **leads**.

Appendix C – CSA Human Resources Policy

2.0 Relationships

2.1 **The Board of Directors** of the Central Student Association (referred to as “the Board”) **is the employer of all staff** of the Central Student Association.

2.2 Full and part-time permanent and full and part-time **contract staff members** of the Central Student Association **are to be supervised by a member of the Executive.**

Bylaw 2 – Electoral

1.0. Administration of Elections

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

Bylaw 2 – Electoral

1.1. Electoral Officers

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

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

Bylaw 2 – Electoral

1.2 Roles and Responsibilities of the CSA Elections Office

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

Appendix G – CSA Electoral

1.0. Conflict of Interest

1.2. The Chief Returning Officer (CRO) and Assistant Returning Officer (ARO) are expected to declare a conflict of interest to their supervisor, who will then report such to the Board of Directors.

1.3. Any member of the organization who feels that the CRO or ARO may have a conflict of interest may report this to the appropriate supervisor, who will then take it to the Board of Directors.

Appendix G – CSA Electoral

2.0. Roles and Responsibilities of the CSA Elections Office

2.1. The role of the CSA Elections Office shall be to conduct CSA elections and by-elections in accordance with CSA Bylaws and Policies and any relevant directives as may from time to time be given by resolution of the Board of Directors;

Appendix G – CSA Electoral

2.0. Roles and Responsibilities of the CSA Elections Office

2.9. The CSA Elections Office shall ensure the All Candidates Package is up to date and provided to the Board of Directors;

2.12. The CSA Elections Office shall prepare any necessary reports for the Board of Directors;

2.14. The CSA Elections Office shall abide by and adhere to any other roles and responsibilities laid out in the CRO and ARO approved job descriptions, the CSA Bylaws and Policies and as directed by their supervisor.

Appendix G – CSA Electoral

18.0. Penalties for Infractions

18.1. The Chief Returning Officer (CRO) is responsible for monitoring candidates and referendum campaigns and ensuring that referendum campaigns strictly comply with applicable CSA Bylaws and Policies.

18.2. The CRO and ARO are empowered to levy fines and/or disqualify any candidates or referendum teams for infractions in campaigning and/or failure to meet the prescribed deadlines as stipulated in this policy and the approved All Candidates Package.

Appendix G – CSA Electoral

18.0. Penalties for Infractions

18.3. Specific electoral policy guidelines and campaign infractions, outlined in the All Candidates Package, from which the CRO will make their decisions must be adopted by the CSA Board of Directors at a Board meeting in the semester during which the election will be held, and prior to the commencement of such election period.

Appendix G – CSA Electoral

18.0. Penalties for Infractions

18.5. Failure to comply with applicable CSA Bylaws and Policies, could result in the invalidation of a referendum or individual's candidacy, as determined by the CRO, as per electoral guidelines, outlined in the All Candidates Package, as adopted by the Board of Directors

25.0. Announcements of the Results

25.3. The results of the election shall be advertised as “unofficial” until the Board of Directors ratifies the results.

CRO Job Description (Contract Excerpts)

Immediate Supervisor: Policy & Transition Manager

Executive Supervisor: President

- Conduct elections in accordance with CSA By-laws and Policies.
- Meet with the Policy & Transition Manager and CSA Board of Directors as requested.
- Assign tasks and oversee the Assistant Returning Officer in collaboration with the Policy & Transition Manager.

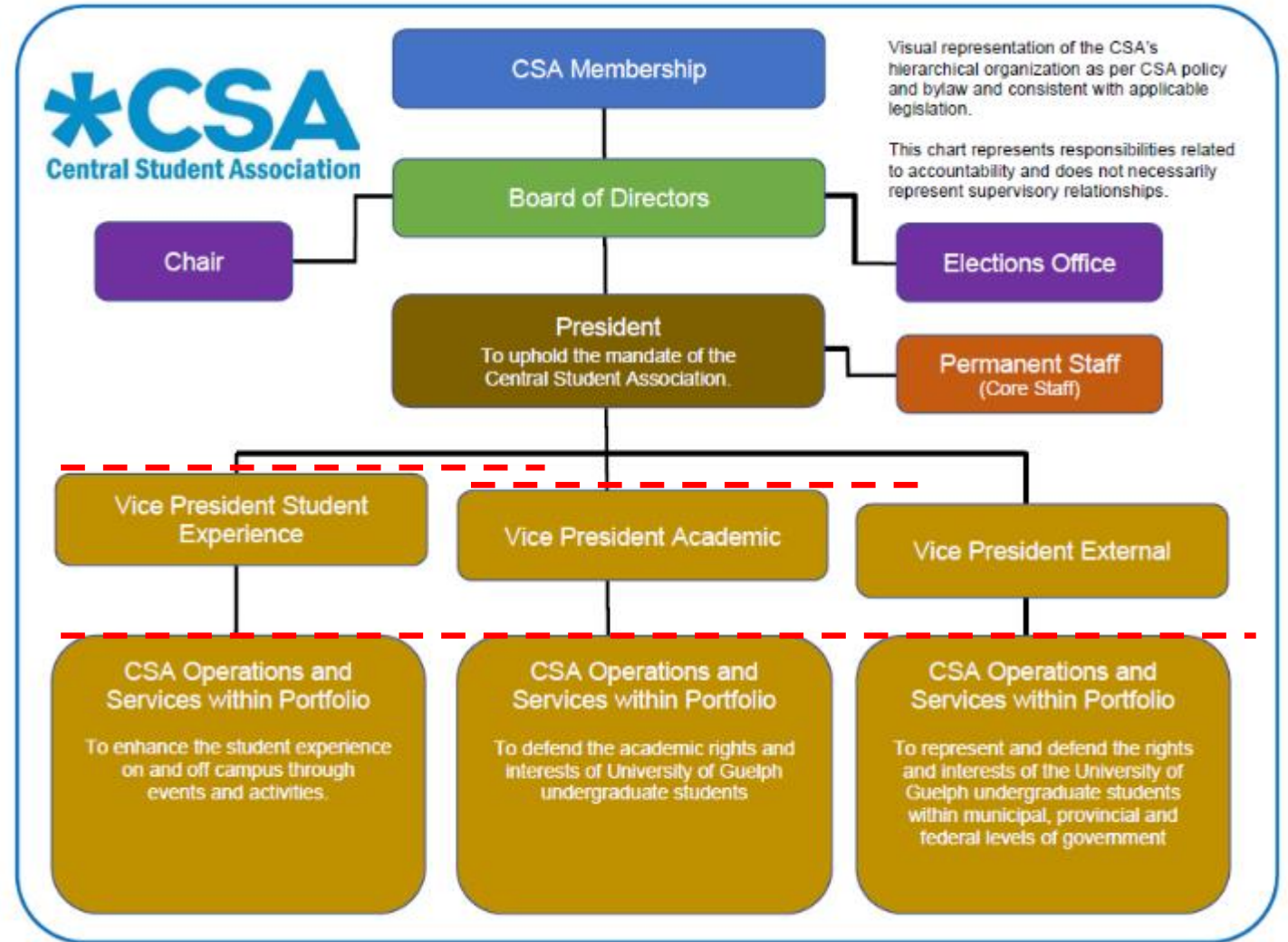
CRO Job Description (Contract Excerpts)

- Meet with the Policy & Transition Manager to review Election Bylaws and Policies for approval as per CSA bylaws and policy.
- Ensure all components of the Candidates package is complete, working with the Policy & Transition Manager.
- Ensure the completion of all other duties as laid out in the CSA Bylaws and Policies.
- Ensure all candidates comply with the CSA Election's Bylaws and Policies.
- Approve campaign materials in accordance with bylaws and policies.

Revised Org Chart - 2020

Note graphic representation of:

- Executive
- Services



Presentation Outline

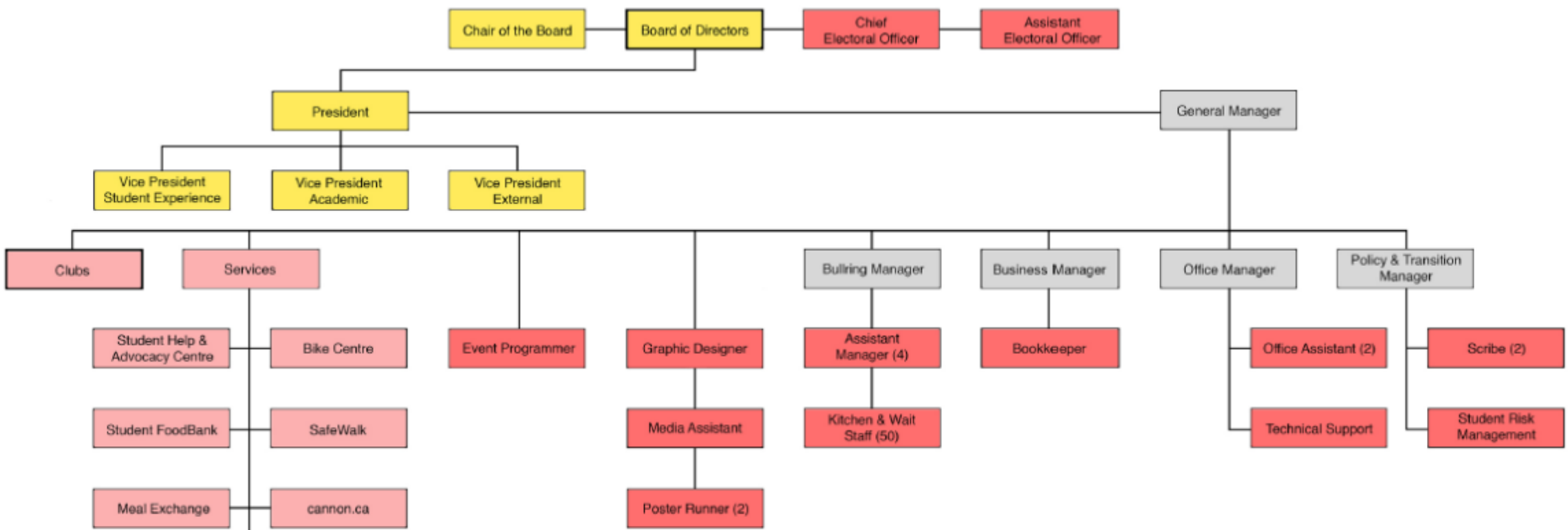
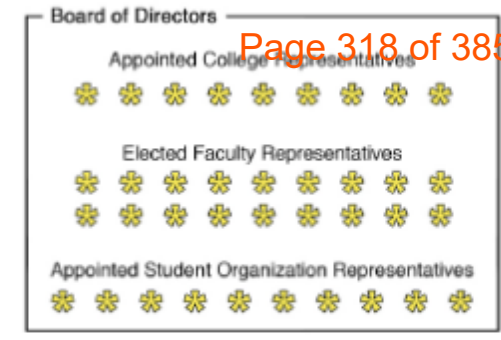
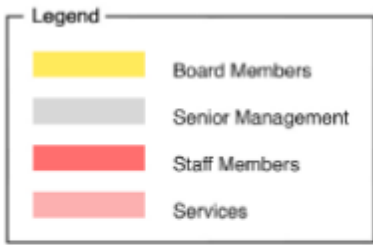
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Lindsey to walk us
through the 2017
Proposed
Organizational Chart.

Central Student Association Proposed Organizational Flowchart Last Revised January 2017



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 - Executive
 - Staff Supervision
 - Elections Office
- 2017 Proposed Organizational Chart (Lindsey)
- **Group discussion to develop response to Board Motion**



Feb 26, 2020 Board Motion:

11.11.2. Candidates' Package – Winter 2020 By-Election

MOTION AS AMENDED: That the candidate package be referred to Policy and Bylaw Review Committee for review and amendment;

RESOLVED that pages 7 and 8 of the package be used as a non-binding outline until such time as committee is able to produce a recommendation, and that recommendation is approved by the Board of Directors;

RESOLVED any successful candidates from the Winter 2020 General Election have the option upon approval of the updated package to transfer to the updated package;

RESOLVED the package be amended to remove the “limit outside commitments clause”;

RESOLVED the updated candidate package be presented by PBRC to the Board of Directors by April 1, 2020.

Motion carried.

Board of Directors 2020-2021 Meeting Schedule



Fall 2020

| | | | |
|----|--------------------|---------|-----------------|
| 1. | September 3, 2020 | 7:00 pm | Microsoft Teams |
| 2. | September 30, 2020 | 6:00 pm | Microsoft Teams |
| 3. | October 14, 2020 | 6:00 pm | Microsoft Teams |
| 4. | October 28, 2020 | 6:00 pm | Microsoft Teams |
| 5. | November 11, 2020 | 6:00 pm | Microsoft Teams |
| 6. | November 25, 2020 | 6:00 pm | Microsoft Teams |

Winter 2021

| | | | |
|-----|-------------------|---------|-----------------|
| 7. | January 13, 2021 | 6:00 pm | Microsoft Teams |
| 8. | January 27, 2021 | 6:00 pm | Microsoft Teams |
| 9. | February 3, 2021 | 6:00 pm | Microsoft Teams |
| 10. | February 24, 2021 | 6:00 pm | Microsoft Teams |
| 11. | March 10, 2021 | 6:00 pm | Microsoft Teams |
| 12. | March 24, 2021 | 6:00 pm | Microsoft Teams |
| 13. | April 7, 2021 | 6:00 pm | Microsoft Teams |

Board Training (Mandatory)

Wednesday, August 26, 2020 7:00 pm to 10: pm Microsoft Teams

Town Hall

Wednesday, November 4, 2020
Peter Clark Hall (*Tentative*)

2021 Annual General Meeting

Wednesday, February 10, 2021 - 5:00 pm
Peter Clark Hall (*Tentative*)

Proposed schedule: August 28, 2020

Franco Vaccarino, Charlotte Yates, Carrie Chassels, Daniel Atlin, Malcolm Campbell, and Don O'Leary,

We, as Black students attending the University of Guelph, have consistently felt disrespected and silenced by the administration. The school has made minimal effort to provide equitable support systems for Black students. Racist incidents are disregarded, or softly punished, and pleas for change are deliberately ignored. We are tired, and demand for our voices to be heard.

The University of Guelph's student population is predominantly white with limited safe spaces for Black students. Non-white students are alienated and 'othered' by the consistent micro-aggressions propagated by white students, staff, and faculty. Individuals are openly racist, exercising this discrimination through anti-black discourse, racial slurs, death threats and hate crimes. Black students consistently feel unsafe in residences, libraries, and lecture halls. Furthermore, there is severe underrepresentation of Black people within faculty and staff departments, perhaps best displayed when white professors are tasked with lecturing their classes regarding the nuances of racial oppression. In many instances, professors have vocalized racial slurs, images, and have singled-out Black students during discussions surrounding race.

This is not the first time that this has been brought to your attention. The minimization and ignorance towards our plight have reached public attention in [1977](#) and [2015](#). The experience of Black students has not shifted dramatically in the 43 years since the start of those demonstrations against apartheid.

In many cases, students choose to remain silent and hold the pain and suffering that they continue to endure. We shouldn't have to explain the significant effect that this has on our mental health and well-being, ultimately affecting our ability to function as a student of this university. Whether you are aware or not, you have had many students transfer or withdraw from post-secondary education all-together because of the harm that is exacted on your university grounds. In 2015, Charlotte Yates ordered that an institutional review be conducted to gain a better sense of the experiences of Black students that resulted in [Supporting The Needs of Black Students At The University of Guelph](#). You have the answers at your disposal.

We are past the point of having conversations and need to feel supported by this institution through swift action. We will not stand idly by as you ignore these offences. It is the administration's responsibility to uphold **all** students at the University of Guelph. We deserve respect, safety, and dignity in the spaces that we inhabit. Immediate reform is necessary, and consistent structures must be established to ensure the safety and support of Black students at the University of Guelph. We have outlined a list of institutional changes below and demand that a 2-year action plan is made in addition to the actions that the school will take to make their current and incoming Black population feel safer on campus. We urge the administration to hear our voices and proceed with this necessary action.

Guelph Black Students Association



University of Guelph Black Students List of Demands

1. Reduce police presence on campus.

We call for the University of Guelph's Campus Community Police (CCP) to be defunded, and for police presence on campus to be reduced significantly, with the ultimate goal of the abolishment of the CCP by 2022. The university must immediately cut 50% of the CCP's budget while redirecting these funds to other entities on campus that are better equipped to take on the duties that the CCP officers are unfit to. Incidents such as responding to mental health crises, sexual assaults, or physical assault emergencies should not be handled by the CCP. Examples of the entities that can take over these responsibilities include counselling services, minority groups, the cultural diversity office, and LGBTQ2IA+ supports, as they are adequately trained to support those facing these crises. The funds that are to be redistributed should additionally go towards hiring a team of individuals who work with restorative and transformative justice.

The current university budget for the 26 member CCP is 2.793 million dollars. Of this budget, 98% is allocated to salary and benefits, while 2% is allocated to operating expenses. In comparison, only a little over 1 million dollars are spent on counselling services, and a total of \$878,622 is spent on cultural and diversity initiatives, LGBTQ2IA+ supports, and support for international students combined.

By defunding the CCP, the University of Guelph needs to prioritize providing better support for students. The creation of alternative student-led services on campus must be created for use in the case of an emergency. The University of Guelph needs to convene a student-led working group to reimagine and develop an alternative safety model that addresses campus safety needs and concerns. This workgroup has to include the voices and perspectives of all special status groups on campus.

Of all the police reported incidents that took place between 2016 - 2018, a large number pertained to either mental health crises, drugs or alcohol. The CCP attends 47 conferences annually, and there is no training related to anti-oppression or implicit biases; only one course covers mental health issues. The CCP should not be attending mental health calls, as they do not have the training required to respond to these circumstances.

Any officer that remains stationed on campus must be heavily trained to the point of subconscious action on the issues that minorities, those with disabilities, or otherwise

marginalized or oppressed people face when in contact with police officers. All of the issues mentioned above must be covered in police training modules.

There are examples of action being taken locally and more broadly towards the abolishment of campus police. In May 2020, the University of Minnesota has taken action with the following two directives:

1. “No longer contract with the Minneapolis Police Department for additional law enforcement support needed for large events, such as football games, concerts, and ceremonies”
2. “No longer use the Minneapolis Police Department when specialized services are needed for University events, such as K-9 explosion detection units”

On June 4th, Ryerson University listened to their students by deciding to [cancel the Special Constable's Program](#). Instead, the school intends to strike a working group to consult with students, faculty and staff to work towards an alternative safety and security model. In addition, on June 22, 2020, the Hamilton-Wentworth District School Board (HWDSB) voted to terminate their police liaison program effectively removing the officers from their school grounds.

The University of Guelph needs to commit to defunding, reducing, and eventually abolishing the CCP within two years' time.

2. Mandatory anti-oppression and anti-racism course (with a large focus on Black and Indigenous issues), for all faculty, staff, and students.

We call for the University of Guelph to institute a mandatory anti-oppression and anti-racism course, coordinated by the Diversity & Human Rights Office (DHR) for all faculty, staff, and students by the end of the Fall 2020 semester. This course must have a heavy emphasis on Black and Indigenous issues within these two topics. In response to [Briana Green-Ince's petition](#) (holding over 10,000 signatures to date), the Diversity & Human Rights Office announced the creation of an “anti-racism and anti-oppression training module for all new incoming students in the fall”. It is not enough to have the incoming class of undergraduate students exposed to these issues and topics while they represent only a fraction of the total population. According to the [2018-2019 statistics](#), new students made up 22.3% (5,971) of the student body (compared to the 20,770 continuing/returning body). To ignore 77.7% of your remaining population is

irresponsible and neglectful. In addition, the existing student population as well as senior administrators at the university, need to undergo this module on an annual basis.

An anti-oppression course must effectively address racism, classism, ableism, ageism, sexism, homophobia and transphobia. A general overview of these topics will fail to reach the depth that is necessary to engage with this material. The course should heavily consist of components built to make those enrolled identify biases and privileges that perpetuate barriers and oppression in the disproportionate access to resources that Black and Indigenous people face. This needs to provide participants with the knowledge and understanding that race and ethnicity shape your experience in complex and often hidden ways. This course must involve various interactive and engaging materials authored by a wide range of Black and Indigenous writers.

3. A public apology for past and present racial incidents at the school.

We demand that by Fall 2020, a public apology must be made from the current president of the University of Guelph, Dr. Franco J. Vaccarino, for all of the racial incidents that have happened on campus, or any involving publicly recognized University of Guelph students. For example, when students dressed up as the KKK (2015), when White students threatened to lynch and kill Black students after the 2015 Black Lives Matter protest, or when racial slurs were painted in residence halls (2019), there was no public condemnation of these incidences, nor was there support for the Black students from the school. The University of Guelph has deliberately covered up racial incidents involving their own students, and this behaviour needs to stop.

We also demand a public apology emphasizing the 2015 Black Lives Matter protest on campus, and how the institution failed to secure the emotional, physical, and psychological well-being of their Black students due to the extreme cyberbullying, death threats, and verbal assaults that the students experienced (as highlighted in [Supporting the Needs of Black Students at the University of Guelph](#)). There is a severe lack of acknowledgement of those students that risked their safety in order to improve the conditions for future cohorts. This apology must include the failures that the school has made to make their students feel safe, and must list the actions taken by the school during that time.

4. The development of an anti-racism clause.

We call for the immediate creation of an anti-racism clause in the policy of the University of Guelph, effective immediately. In addition, the Human Rights Policy and Procedures must be updated, and regularly amended on an annual basis. The environment is constantly shifting and the institution needs to take a proactive approach rather than reactive in nature. The university claims to be proud of its Gryphon values: Determined, Caring, Engaged, Respectful and Authentic, but fails to act when these values are compromised.

[Ryerson University's Discrimination and Harassment Prevention Policy](#) states,

*It is the responsibility of the University to exercise its authority to prevent discrimination and harassment, to penalize the repetition of discrimination and harassment, and to **respond promptly** to known or apparent incidents of discrimination and harassment, **whether or not a complaint has been filed.***

***By law**, the University and its senior administrators such as chairs, deans, directors, vice-presidents, the president, and others with supervisory responsibility **have a legal responsibility** to respond promptly to known or apparent incidents of discrimination and harassment, whether or not a complaint has been filed and to exercise authority to prevent and/or penalize the repetition of such behaviour.*

The University of Guelph's current policy states that "one incident **can be** significant or substantial enough to constitute harassment." This wording needs to be changed to "one incident **is** considered significant or substantial enough to constitute harassment", and proper disciplinary action must be taken in order to reprimand students who harass or discriminate against others. This new anti-racism policy will serve to act as a guide for appropriate disciplinary action, instead of relying on the non-academic misconduct policy, which holds little weight and consequence.

In addition, minority students from every ethnic and racial group, along with members from campus LGBTQ2IA+ communities must sit in on disciplinary meetings in regards to any racial incidents or occurrences of hate speech that occur on campus. This must be a paid position.

5. Increase the number of scholarships and other funding opportunities available to Black and Indigenous students.

By Fall 2021, the University of Guelph has to address the lack of scholarships, grants and bursaries available to the Black and Indigenous student population at the undergraduate and graduate level. Currently, there are only eight scholarships that are specifically tailored for Black and/or Indigenous students, (Devine Family Scholarships, Indigenous Student Bursary, Indigenous Student Engagement Scholarship, Jack and Lillian MacDonald Scholarship, Lincoln Alexander Chancellor's Scholarships, Uffelmann Connor Family Bursary for Indigenous Students, and Atilola Real Estate Scholarship). Living as a minority at this institution already puts Black and Indigenous students at a large disadvantage, specifically for those who express financial need. Additional annual scholarship opportunities through Student Financial Services (with support from Alumni Affairs seeking donors) for these students need to be created that address our shared history of oppression.

6. Course offerings that include various Black and Indigenous Studies

We call for the University of Guelph to develop a three-year plan to create more academic courses that focus on Black (Black, Caribbean, and African) and Indigenous (First Nations, Métis and Inuit) issues; these courses must be taught by Black and Indigenous faculty. These courses should not solely focus on the lived experience of Black and Indigenous people's post-colonization. There must be a focus to better understand these group's histories, cultures, customs, and life before colonization and slavery.

The creation and implementation of a course that focuses on the history of Black Canada, including its history in Guelph, the communities that were created, and its relationship to the Underground Railroad must be established. Again, these courses must be taught by Black and Indigenous faculty. Furthermore, a course that teaches about the intersections of Black and Indigenous histories needs to be implemented.

7. Publicly address the underrepresentation of Black administrators, faculty, and teaching staff with the goal of increasing the percentage of Black faculty and staff members.

We call for the University of Guelph to publicly report the statistics of existing Black administrators, faculty, and teaching staff compared to the rest of the hired population (with emphasis on the percentage of Black people in these roles that hold leadership positions) by Fall 2020. In addition, the school needs to increase the population of Black faculty and administrators as Black students are currently unable to see themselves within the individuals in power.

Although the University of Guelph does have an Employment Equity Committee, there is no student representation. In addition, the Inclusive Spaces Committee and the Human Rights Advisory Group often consist of only white members. These committees need to be run by a diverse group of people. Without BIPOC members, these committees prove themselves to be performative, as they fail their purpose of making this campus safe and inclusive simply due to lack of knowledge and lived experiences.

The Office of Diversity and Human Rights needs to update the racialized peoples and Aboriginal Employment Equity Plan, as it was created for the years of 2008-2012, and last reported on for 2015-2016. The percentage of visible minorities employed needs to increase from 12.3% to 20%, and Aboriginal employees from 1% to 10%.

Additionally, detailed information on which minorities are hired needs to be provided. There is no information regarding the percentage of Black people within the label of minorities. It is irresponsible and reckless to group all people of colour together, as it minimizes the individual struggles that we face while also re-affirming the stereotype that “all people of colour are the same”. The minority label needs to be broken down into further racial subgroups in order for people to get a better sense of representation in the school.

8. Establish sufficient and culturally appropriate counselling and mental health services on campus to serve the mental, emotional, and psychological needs of Black students.

We call for the creation of sufficient and culturally appropriate counselling and mental health services on campus to serve the mental, emotional, and psychological needs of Black students by Fall 2021. There is currently only one Black counsellor available that understands the mental health needs of Black students. Only \$1 million is spent on counselling services in comparison to the roughly \$3 million spent on the Campus Community Police (CCP). We need mental health supports that are diverse, inclusive, and intersectional. A team of counsellors should be hired that have an experiential background, an understanding of anti-oppression, and work within an intersectional framework. The university should publicly address this, as they have failed to acknowledge how race, class and gender intersect. Additionally, the existing team of counsellors should be appropriately trained to work with BIPOC students. In the meantime, the school should look into connecting with external organizations that have an existing team of BIPOC counsellors that will properly support the Black students at Guelph.

9. Develop a plan to establish a fully funded and standalone Black, African, and Caribbean Studies Department.

We call for the development of a fully functional and rich African, Caribbean, and Black studies department for the undergraduate, masters and Ph.D. levels within the next 3 years. We also call for more Caribbean content implemented within the Caribbean and Latin studies degree programs at the master's level. In addition, an African and African Diaspora studies program needs to be implemented immediately. This program needs to cover the histories of pre-colonized Africa, and issues such as gender issues, LGBTQ2IA+ rights issues, colourism, police and justice issues, and the slave system within jails. Additionally, Black faculty must be hired to teach courses in this program. An example of this program is McMaster University's [African and African Diaspora Studies Program](#) that provides students with a wide variety of courses that detail African and African Diaspora societies and cultures.

10. Publicly address the underrepresentation of Black students in all programs

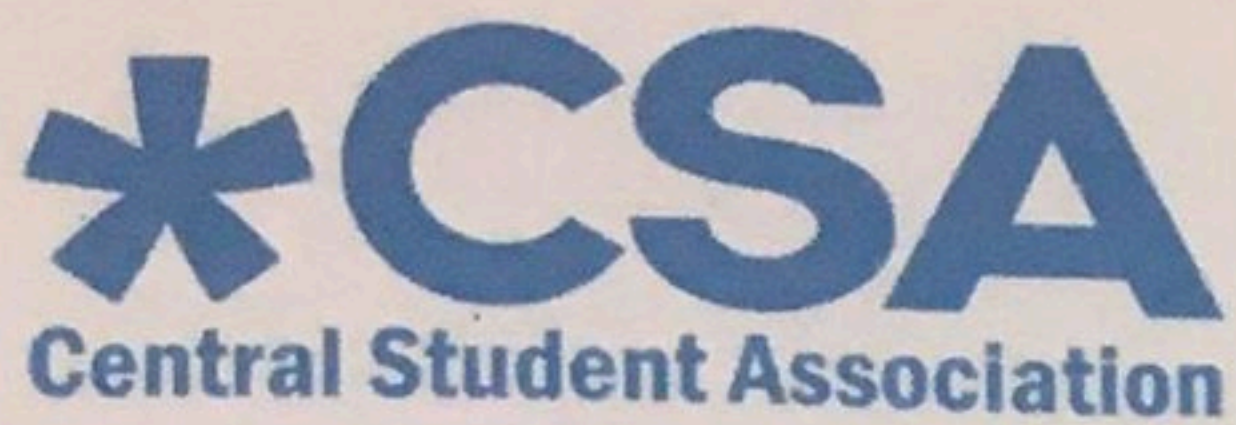
We call for the collection and publication of race-based data of the students within each program, with an active commitment to continue to grow and foster those populations by Fall 2020. The university should also be transparent with what they do with this information, as to avoid keeping public records of the populations of racialized students only for government funding purposes. This information should also be used in order to increase funding and resources for these identity groups. Students at the beginning of each year should have the option to self-identify so there can be an accurate report on racial diversity, and for the opportunity for students to connect with services tailored specifically for them. We demand that the school cease its tokenization of Black students at the university in its pamphlets and media, as it does not accurately reflect the campus' population. We need to see more effort from the school in reaching out to its Black students in order for them to feel a part of the school.

We also call for a paid work-study opportunity to be put in place for students from all cultural groups, but specifically those such as the Guelph Black Students Association, the Caribbean Cultural Club, or the Indigenous Students Society to help with the global recruitment of students in all foreign countries, but specifically African and Caribbean communities, as well as Indigenous reserves. These students need to be self-identified or born specifically from these locations. University recruiters, as well as these student recruiters, will be extensively trained in the cultures of the communities that they are visiting.

11. Dedicate a larger space on campus for the Guelph Black Students Association.

We as the collective of the Guelph Black Students Association (GBSA) require a bigger, centralized space on campus. With almost 400 people on our mailing list, an average of 35 regular attendees at our weekly discussion program, and more first-year students coming into the campus, we have outgrown McKinnon rooms 054 and 055. We need more space to accommodate the size of our group, so we may continue to support our community. We not only provide space for students during discussions, but we also serve as a study and lounge space for students outside of the GBSA during non-discussion days. We host many collaborative events with other minority groups on campus and need a larger space in order to accommodate all of these students' needs.

Within two years' time, we demand that the University of Guelph allocate an accessible and centralized space on campus for the GBSA. This space must be soundproof and large enough to comfortably accommodate all of our members while allowing for a private space to speak vulnerably. McKinnon rooms 054 and 055 are located in the middle of the hallway, right beside the Ph.D. student offices and a large study space. We as members of the GBSA cannot provide a safe space for students when our conversations are easily heard by others. In addition, we get multiple noise complaints from Ph.D. students and others trying to study quietly. It is near impossible for us to host weekly meetings with an average of over 30 people while simultaneously being quiet enough for these students to work. The GBSA deserves a space to communicate and talk to each other without fear, and the students who wish to study quietly deserve to be able to do so. In addition, the reference to CJ Munford for McKinnon rooms 054 and 055 must be removed, as to respect his wishes of not being associated with the room.



**Your Undergraduate
Student Voice at Guelph**
Local 54 Canadian Federation of Students

March 4th 2020

To: RCMP, Guelph Police, and Canadian Armed Forces representatives on University of Guelph Campus,

We the students are officially serving the RCMP and all other institutions of colonial violence an injunction to remove themselves from University of Guelph, University Centre space. As the University Centre is student space, paid for by the student body, and meant to serve as a safe space for students to work and live on campus.

The RCMP, Guelph Police, and Armed Forces are all complicit in different levels of colonial violence, oppression, and imperialism in the state of Canada and beyond. Their compliance in these systems remain unacceptable, and will not be supported by students. The RCMP is currently invading the sovereign Wet'suwet'en Nation - acting on behalf of TC Energy and their Coastal Gas Link Pipeline project. This grotesque act of violence and oppression will never be accepted or supported by University of Guelph students, and we will not stand idly by as these institutions grimly and cowardly try to persuade students plagued by debt into their line of violent and damaging work.

Today, we the students stand up, and fight back. We claim the University Center as student space, and demand the RCMP and their whole row or gun slingers stand back from Wet'suwet'en and leave the University of Guelph effective immediately.

To the CSA Board

We the Aboriginal Student Association (ASA) were formed with the vision of providing self-identified Aboriginal students with the opportunity to learn, experience and promote their heritage and provide opportunities for socializing and supporting each other in a positive and safe environment. As Indigenous student leaders it is our right and responsibility to voice the concerns of our Indigenous student body. Had we been given more notice or opportunity we would have brought our position to your attention earlier. However, after careful consideration and discussion within the ASA executive board we are not in agreement with the CSA's recent actions regarding the student walk out on March 4th, 2020. In the following we have outlined our concerns and what action we believe should be taken.

The success of an event is dependent upon its planning. It is fundamental that during planning consideration is given towards engaging stakeholders to hear and address their concerns. However, despite the event being focused on Indigenous solidarity there was no consultation with the Indigenous community on campus at the University of Guelph. Communication with the ASA was conducted only two days in advance of the event, and we were not given the liberty to collaborate and partner with the CSA on this action. Nor was communication established with Cara Wehkamp, Special Advisor to the Provost on Indigenous Initiatives. It is the responsibility of the CSA to engage with effected equity seeking groups on campus, especially when the event being run is targeted at supporting one of these groups. Should the CSA have contacted either the ASA or Cara Wehkamp the event could have been shaped around local Indigenous protocol that respects our traditions and perspectives.

By creating an Indigenous solidarity event without input from local Indigenous peoples, considerate harm was done to both the Indigenous and non-Indigenous community. The action that transpired on March 4th has made the University Centre, a space which should be a welcoming and safe place for the entire University of Guelph population, no longer an area of comfort, acceptance, or safety. This is especially true for individuals who may have previously experienced civil unrest and thus sought shelter away from the protest in Branion Plaza. Considering that this situation could be quite distressing to some individuals it is unfortunate that no support was available for these students in the form of directions to a quiet space, active listeners, or counsellors. Finally, the aggression demonstrated in the course of these actions has perpetuated negative attitudes towards Indigenous peoples on campus instead of encouraging constructive dialogue. We received multiple comments from Indigenous students that they were made to feel uncomfortable, unsafe, and alarmed by Wednesday's proceedings.

It is important to note the origin of the conflict on Wet'suwet'en Territory. The concern is the construction of a pipeline in Wet'suwet'en Territory without the approval of their Hereditary Chiefs, as recognized by the Federal Government. Despite the opposition of the Hereditary Chiefs, construction of the pipeline continued, ultimately leading to the involvement of the RCMP. To reiterate, the problem is not the existence of the pipeline, it is the construction of the pipeline on Wet'suwet'en Territory without approval. As such, whether the pipeline is

built or not, is not the issue at hand. Events held in solidarity and support of Wet'suwet'en Nation should focus only on Indigenous rights and sovereignty on their lands.

All communities hold diversity of opinion, and the Indigenous community is no exception. Within the Wet'suwet'en Nation there is disagreement as to whether the pipeline should be built. Some community members feel that the pipeline will bring economic benefits to their community. Other community members believe that no price can be placed on their homelands. Events that solely support or are against the pipeline are not in solidarity with the Wet'suwet'en Nation's fight for their rights. They are taking advantage of the Indigenous cause to push their own agenda. On that note, the involvement of Fossil Free Guelph and their goal of fossil fuels divestment at the University of Guelph is inappropriate. The narrative focus on the University of Guelph's divestment and the pipeline indicates allyship for self-interest over solidarity with Indigenous peoples. This regards using the movement to pursue an organization's personalized agenda by changing the narrative to fit their own causes. We will not be the face of a cause that does not represent the concerns or perspectives of Indigenous peoples. Nor will we be tokenized by your actions. Because of these actions the CSA's voice on this event and regarding this movement has not been representative of all of their constituents.

We do not support the forced removal of Guelph Police, Ontario members of the RCMP, and the Canadian Armed Forces present at the job fair for recruitment purposes in the name of Indigenous solidarity and the Wet'suwet'en Nation's cause. We feel this was action was inappropriate and unprofessional of the CSA, and that it is not consistent with our values or teachings of peace, humility and respect. We feel that this was disrespectful towards the recruiters as well as Guelph students looking for future jobs. Among those students seeking employment were Indigenous students with potential interest in working with these organizations. It is the ASA's stance that the issue in Wet'suwet'en Territory is a problem of the Federal government and their actions rather than one of law enforcement. Thus, law enforcement's removal on campus was unfounded. In addition, it is important to be mindful of the diversity of perspectives in regard to land stewardship, pipelines, job opportunities, policing and governance within Indigenous communities and nations. It is everyone's responsibility to foster inclusion and equity where individuals may be true to their beliefs.

Ironically during the protest, a land acknowledgement was lacking, and nothing was said about the lands that U of G resides upon. We cannot support our brothers and sisters in B.C. while ignoring the indignities that Indigenous peoples have faced on the land on which the protest took place. The significance of a land acknowledgement is to honour the land and those who cared for this Earth before our time, the Earth from which we are all born, and the unique relationship between Indigenous peoples and the land. Land acknowledgements are not to be aggressive in nature or used to forward the CSA's political agenda. We were informed by students that attended Thursday night's Bill Nye event that the land acknowledgement had an aggressive tone and made many students at the event uncomfortable. This was not seen as a productive place to have a speech regarding colonization. Centering colonization and settler action over Indigenous resilience and acting to shame those in attendance left Indigenous and non-Indigenous students feeling uncomfortable and feeling unsafe within the environment as a

result. Land acknowledgements should serve to bring people together for a positive and shared future.

We the ASA remind the CSA of its duty to consult with and include the ASA and other Indigenous community members on matters pertaining to them and their communities. As such events related to Indigenous solidarity should provide opportunity for Indigenous community members to engage with all stages of planning, review and implementation of events. The Wet'suwet'en Nation asked that this movement be undertaken peacefully in solidarity with their Nation, not in an aggressive and disruptive manner that places individuals in harmful or dangerous situations. To encourage education and mitigate the spread of misinformation we request microphones are made available only to the assigned speakers who are able to speak on the issues and address the questions knowledgeably and respectfully. The chants that occurred last week's protest were deeply problematic. We ask that the future leaders be mindful of degrading or aggressive messages and that these chants are not paternalistic or harmful in nature. In addition, past walk outs that have occurred on campus have not occupied professional or student spaces as this past one has. We understand the perceived impact of occupying administrative and student spaces however, we request that possible harms to bystanders are considered. Therefore, we request that protests occur in a peaceful manner and are in line with our cultural teachings that focus on respect, humility and peace. Furthermore, if in support of Indigenous causes, we believe that future action should create productive and open conversation. By creating opportunities to provide people with the knowledge to understand the root cause of the conflict we educate citizens and avoid creating negative environments that are harmful to Indigenous and other students. Likewise, the leaders of these events should consider the implications of their actions on Indigenous students through perpetuating stereotypes, racism, and oppression on campus. We have been informed that Indigenous students are alarmed, uncomfortable and are unsupportive of this type of event. We do not support how CSA, Fossil Free Guelph and OPIRG are demonstrating their solidarity as we believe it is one sided aiming to fit their own agenda. Due to this we have invited the ASA executives' and constituents to attend the upcoming CSA meetings. We do not feel our voices are being heard. If the CSA wishes to truly be an anti-oppressive organization, they need to foster more welcoming and engaging spaces for dialogue with people from diverse experiences and cultures.

Sincerely,

ASA (Aboriginal Students Association)

Secretary
Bryanna

Jaden Smith

Jenni Lee Johnson

Jamie Horner

Trish Layner

Christy Navro

Lucie Fell

Paige Saunders

Central Student Association (CSA)

Fall 2020 By-election Plan

August 24th, 2020

Dear CSA board of directors,

The Fall 2020 by-election is fast approaching, and, like most CSA operations, it will have to be adapted to meet COVID-19 protocol. While this election will look and feel quite different, without class talks, posters, and other on campus events; it remains a vital part of our student democracy. As board members it is your responsibility to ensure the success of the CSA election. Throughout the election process we will be asking for your support to help garner nominees and to “get out the vote”. The elections office will provide you with promotional material to share on your social media along with other resources to promote the election. With your support we are confident that the by-election will be a success. Attached are the details and timelines of the election, presented to you as information. In addition, there is a motion that requests the suspension of many policies and bylaws. Please note that we are not eliminating these polices and bylaws but suspending them so that the do not apply uniquely to the Fall 2020 by-election. Should changes be needed for the Winter 2021 general election they will be addressed as a subsequent meeting. Included with each policy suspension is a rationale. The CSA staff and elections office team has reviewed this proposal in detail and believes it provides the best option to ensure the fairness and accessibility of the electoral process. Should you have further questions regarding these changes please contact me. I will also be available at the board meeting to respond to any questions at that time.

Patrick MacCarthy

Chief Returning Officer

Central Student Association

csacro@uoguelph.ca

Central Student Association (CSA)

Fall 2020 By-election Overview

This overview highlights changes made to the candidates package considering COVID 19 requirements. None of the changes listed below amend/suspend any bylaws or policy. Those changes are discussed in a separate document. Further details are held within the package itself. Both plan and the candidates package are presented to the board as information only.

Overview of the Fall 2020 By-election

Executive positions to be filled: VP Academic

Board positions to be filled: Lang Business School At-Large (2), CEPS At-Large (2), OAC At-Large (2), OVC At-Large (2).

Timeline

| | |
|--|---|
| Social media election advertising begins | August 31 st |
| Candidate nominations | September 14 th -18 th |
| Campaigning | September 21 st -October 1 st |
| Voting (4 days) * | September 28 th -October 1 st |
| Results announced | October 2 nd |
| Candidate Ratification | October 13 th board meeting |

* This timeline allows for the possible extension of voting period, based on the discretion of the CSA elections office and staff, from October 2nd-5th to ensure quorum is met. Board members will be notified of any voting extensions.

This will be the first CSA election without on-campus campaigning, as the elections office will be making the following changes to the nominations and elections process.

Nominations

1. Candidates can submit the following forms electronically
 - EO-01 (Declaration of Extra-Curriculars)
 - EO-02 (Financial Consideration)
 - Nomination Form, biography, and photo

Rationale: Minimize in person interaction.

All-Candidates Meeting

2. The All-Candidates meeting will be held electronically. As is CSA practice, multiple meeting times will be available and candidates can schedule a private meeting should, neither time be suitable to their schedule. Virtual attendance of the meeting is still required as per the policies below.

- Electoral Policy G 12.1. All candidates, or an authorized representative, must attend the All-Candidates Meeting in its entirety or arrange to meet with the Chief Returning Officer in person within 24 hours of the meeting.
- Electoral Policy G 12.5. Each candidate, or authorized representative, will sign a statement before leaving the meeting that indicates they understand the rules and regulations governing the election process.

Campaigning

3. Amend social media section of candidate's package to include the use of Instagram. Simplify existing social media campaign rules within the package.

Rationale: Recognition that this will be the primary method of campaigning and candidates will need additional ways to interact with voters.

4. Strongly emphasis in candidate on the ban of on-campus campaigning including class talks and posters.

Rationale: Respect University of Guelph's COVID-19 protocols.

Budget

5. Reimburse candidates for electoral expense after the campaign
 - In light of the challenges in the candidates receiving their election budget, it has been decided that the candidates will submit an their budget form after the election campaign and be retroactively reimbursed (the spending limits of \$75 for board candidates and \$200 of executive candidates remain).
 - Should this pose financial challenges for candidates a separate process instituted on a case-by-case basis.

Rationale: Minimize in person interaction, create a simple process.

Additional ideas being considered:

Outreach to specific colleges

- Promo material (nominations and voting) distributed on college listservs
- Advertisements on Courselink for key colleges classes (with professor approval)
- Call for Nominations listserv to all undergraduates from CSA president/Elections office.
- Increased promotion on CSA social media and collaboration with RSO's and board to "get the word out".

Whereas: The CSA Elections Office shall ensure the All Candidates Package is up to date and provided to the Board of Directors (Electoral Policy G 2.9)

Whereas: The CSA Fall 2020 All Candidates package has been updated to ensure consistency with the amended campaign regulations

Motion: Be it resolved that the Fall 2020 All Candidates package and overview be received as information.

The Central Student Association (CSA) electoral bylaw 2 and electoral policy G are shaped within the context of an in-person, on campus election. As such, they contain many requirements that are no longer safe nor feasible within the context of the COVID 19 regulations set forth by both local health units and the University of Guelph. For the CSA to hold its Fall 2020 by-election and fill the critical position of Vice President Academic many changes are required.

It is the opinion of the elections office that the simplest and most practical course of action is for the board of directors to suspend certain policy requirements exclusively for the Fall 2020 by-election. This means that the policies and bylaws below will not apply uniquely to the Fall 2020 by-election. There is therefore no impact on future elections should these policies be suspended.

The recommend suspensions are listed below and include a rationale for their suspension. Many policies appear similar as they are listed separately for executive and board candidates.

Board

Electoral Policy G 4.2.1.C

The nominee must collect nomination signatures on the appropriate form outlined by the CSA Elections Office.

Rationale: Collecting signatures not safe nor feasible given COVID-19 restrictions. Candidates will only require a nominator.

Electoral Policy G 4.2.1.D

The nominee must receive a total of 25 verified signatures in support of their candidacy and must be from individuals within their constituency.

Rationale: Collecting signatures not safe nor feasible given COVID-19 restrictions.

Electoral Policy G 4.2.1.F

The nominee shall present a refundable deposit of \$25 in the form of cash, certified cheque or personal cheque.

Rationale: Minimize in-person interaction. Eliminate accessibility concerns that would require candidates to be in Guelph and visit the CSA office.

Executive

Electoral Policy G 4.3.1.C

The nominee must collect nomination signatures on the appropriate form outlined by the CSA Elections Office.

Rationale: Collecting signatures not safe nor feasible given COVID-19 restrictions. Candidates will only require a nominator.

Electoral Policy G 4.3.1.D

The nominee must receive a total of 100 verified signatures in support of their candidacy.

Rationale: Collecting signatures not safe nor feasible given COVID-19 restrictions.

Electoral Policy G 4.3.1.F

The nominee shall present a refundable deposit of \$50 in the form of cash, certified cheque or personal cheque

Rationale: Minimize in-person interaction. Eliminate accessibility concerns that would require candidates to be in Guelph and visit the CSA office.

All Candidates

Electoral Policy G 12.5

Each candidate, or authorized representative, will sign a statement before leaving the (all candidates) meeting that indicates they understand the rules and regulations governing the election process.

Rationale: Virtual nature of meeting eliminate ability to collect signatures. Understanding of rules and regulations will be collected in a different fashion (email, verbal consent at meeting)

WHEREAS: Filling all executive and board of director positions is critical to the success of the Central Student Association.

WHEREAS: It is the collective role and responsibility of the CSA Elections Office to ensure the CSA Elections process is organized, fair and democratic.

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

MOTION: Be resolved that the following CSA policies be suspended for the Fall 2020 by-election:

Electoral Policy G 4.2.1.C

Electoral Policy G 4.2.1.D

Electoral Policy G 4.2.1.F

Electoral Policy G 4.3.1.C

Electoral Policy G 4.3.1.D

Electoral Policy G 4.3.1.F

Electoral Policy G 12.5

It is the opinion of the elections office that the simplest and most practical course of action is for the board of directors to suspend certain policy requirements exclusively for the Fall 2020 by-election. This means that the policies and bylaws below will not apply uniquely to the Fall 2020 by-election. There is therefore no impact on future elections should this bylaw be suspended.

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

Rationale: Achieving quorum in a normal election cycle is difficult and often requires large time commitments from all CSA staff and board members. The most effective ways of driving people to vote such as class talks or interacting with students directly in the library of UC will not be possible this election cycle. In addition, achieving quorum often requires extending the voting period and large amounts of physical (poster) advertising. With online learning it is possible that students will be checking their email more and thus more likely to fill out their ballot. However, we have no way of guaranteeing that outcome. To ensure that the Vice President academic position will be filled in a timely manner, the elections office feels it is most prudent to suspend the quorum requirements for this election. Every effort will continue to be made to ensure as many students as possible vote and that the integrity of our student democracy is upheld.

N.B. The suspension of this bylaw would eliminate the quorum requirement for both executive and board candidates.

WHEREAS: Filling all executive and board of director positions is critical to the success of the Central Student Association.

WHEREAS: It is the collective role and responsibility of the CSA Elections Office to ensure the CSA Elections process is organized, fair and democratic.

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

MOTION: Be resolved that the following CSA bylaws be suspended for the Fall 2020 by-election:

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



CSA
ELECTIONS

Candidates' Package: Board Positions

Fall 2020 By-Election

DRAFT

September 3, 2020

TABLE OF CONTENTS

| | |
|---|----|
| TO ALL CANDIDATES IN THE CSA GENERAL ELECTION | 3 |
| CONTACT INFORMATION | 4 |
| RULES AND RESPONSIBILITIES: | |
| CSA MISSION, VISION, AND VALUES | 5 |
| CORPORATE ORGANIZATIONAL CHART | 6 |
| ELECTION GUIDELINES: | |
| IMPORTANT POINTS TO REMEMBER | 7 |
| IMPORTANT DATES | 8 |
| POSTERING | 9 |
| ELECTIONS GUIDELEINES FOR E-MAIL LISTSERVS | 10 |
| SOCIAL MEDIA GUIDELINES | 11 |
| CAMPAIGNING | 12 |
| ABUSE OF POSITION | 14 |
| CAMPAIGN INFRACTIONS | 15 |
| CSA BOARD OF DIRECTORS MEETING SCHEDULE | 17 |

TO ALL CANDIDATES IN THE CSA BY-ELECTION

First, we would like to congratulate you on being nominated for a position at the Central Student Association (CSA). As Elections Office staff, it is our responsibility to communicate and enforce the campaign rules as defined in this *Candidates' Package* and as prescribed by the *CSA Bylaws and Policies*.

Second, the following page shows our contact information. If at any time during the election you are unsure about a rule or bylaw, we strongly recommend contacting the Elections Office; we will be happy to help. If the office hours (also found on the following page) are not suitable, we will arrange an alternate time. We are happy to answer questions by video call or by telephone, but only communications from your University of Guelph e-mail, or written (letter) will be considered official. We cannot accept Facebook messages or any other social media communications that are related to CSA Elections as official communications.

As the CSA Executive, you are an “Ambassador of Something Bigger”, and this position entails major responsibilities that as candidates you must be aware.

It is your responsibility as a candidate to know all the duties and responsibilities that come with being a CSA Executive. They are outlined in this document and it is also advisable to review the CSA bylaws and policy manual to determine if this position is suitable for you. Please note that these policies will become part of your CSA employment contract if you are successful in this election

And last, we hope that this is a rewarding experience for all of you; we encourage you to enjoy the experience and remain positive, regardless of the hard work required.

Sincerely,

Patrick MacCarthy

Chief Returning Officer (CRO)

Central Student Association

csacro@uoguelph.ca

Jewel Lindemann

Assistant Returning Officer (ARO)

Central Student Association

csaaro@uoguelph.ca

| CONTACT INFORMATION | | | |
|--|--|------------------------------|---------------------|
| CSA Election Office Central Student Association UC, Level 2: Room 267 Please note that because of COVID-19 restrictions the CSA office is closed until further notice. | | | |
| Name | Position | Contact Info | Office Hours |
| Patrick MacCarthy | Chief Returning Officer (CRO) | csacro @uoguelph.ca | TBD |
| Jewel Lindemann | Assistant Returning Officer (ARO) | csaaro @uoguelph.ca | TBD |
| Tyler Poirier | CSA President | csapresident @uoguelph.ca | 9am-4:30pm |
| Pete Wobschall | Policy & Transition Manager | csaptm @uoguelph.ca | 9am-4:30pm |

CSA MISSION, VISION, AND VALUES

Our Mandate

The CSA is run by students for students. We:

- Represent and amplify the voice of undergraduate students at the University of Guelph, particularly to decision makers;
- Provide practical services that improve students' lives and save them money;
- Contribute to a positive atmosphere of acceptance, inclusion, belonging and safety on campus;
- Support students to organize around issues they care about, including through clubs and campaigns;
- Organize events that make university life even more fun;
- Create rewarding employment and volunteer opportunities for students as a result of being a student-run organization; and
- Serve as a central coordinating body for undergraduate student association representatives.

Our Indicators of Success

The CSA knows it is doing a great job when:

- Students want to engage with the CSA. They know what the CSA does and are to be involved;
- Executive members represent students accurately and confidently, based on knowledge of what students want that comes from having consulted meaningfully with them;
- The CSA provides services that students use;
- Advocacy on students' behalf is effective in achieving its goals; and
- The CSA has structures and active processes in place to ensure accountability.

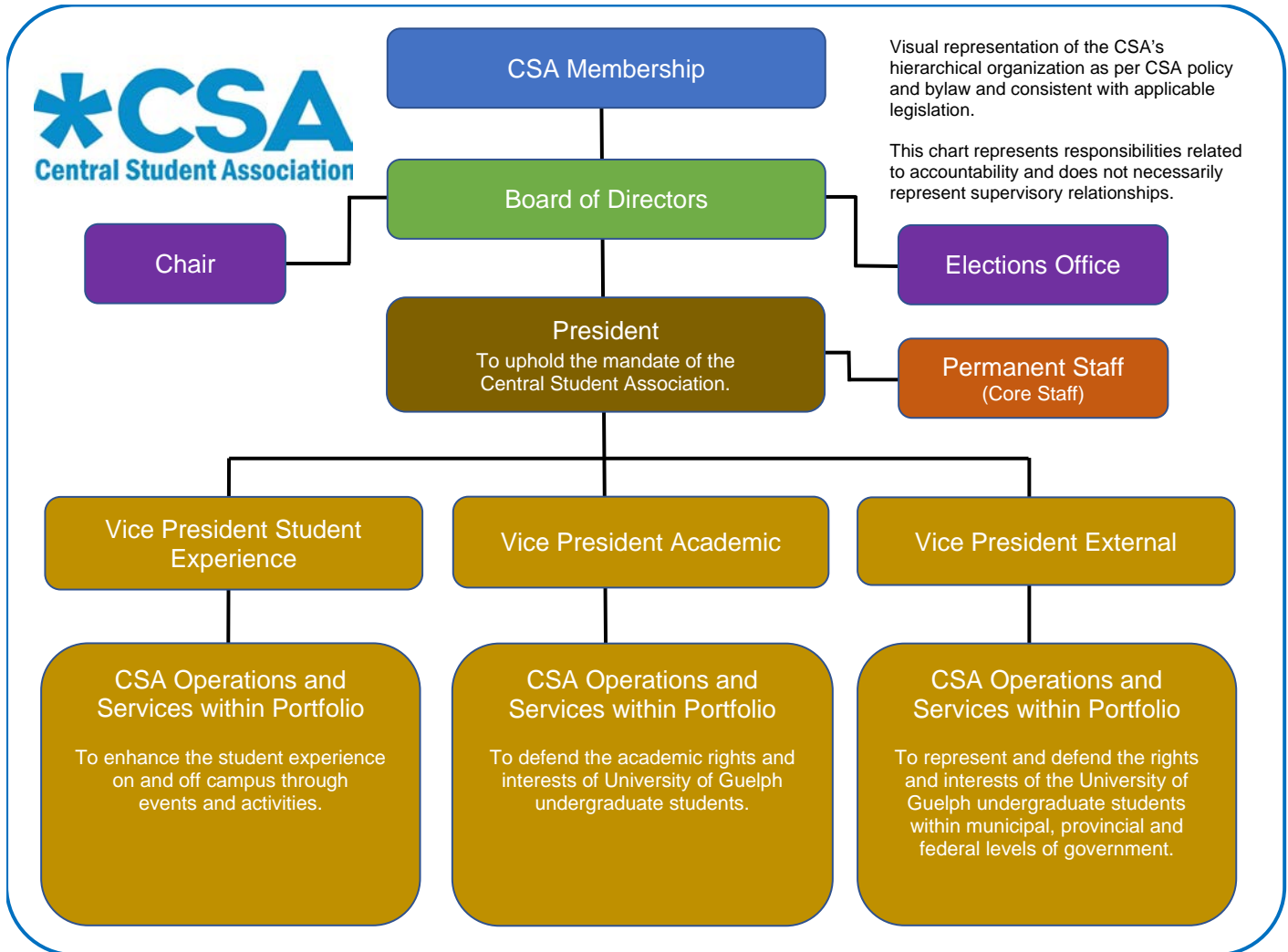
Our Approach

The CSA is committed to:

- Proactive engagement with students;
- Representing all students accurately and effectively;
- Staying relevant and valuable to students;
- Excelling at communication;
- Behaving in a constructive and professional manner;
- Paying attention to the unique history and culture of this university;
- Modelling organizational excellence, including unified leadership and trusted financial management; and
- Promoting acceptance, inclusion, safety and a sense of belonging at the University of Guelph.

Corporation of the University of Guelph
Central Student Association

CORPORATE ORGANIZATIONAL CHART



IMPORTANT POINTS TO REMEMBER

It is the candidate's responsibility to read, understand, and abide by all guidelines, bylaws and policies laid out in this candidates' package, and applicable to CSA elections. There are many changes from previous years – so please read thoroughly and ask questions for clarification when needed.

You have no right to interfere with the right to campaign of another candidate at any time during the election.

You may enlist the help of campaign volunteers to assist with your campaigning.

Any complaints regarding other candidates, students, or organizations should be sent to the CRO via email. Every effort will be made to respond to complaints about campaign infractions within 24 hours.

Candidates are required to check their email at least once every 12 hours during the Campaign period and at least once every 24 hours during the period outside campaigning.

**Campaign expense limits are:
\$200 (Executive),
\$75 (At-Large Director),
and \$300 (Referendum Teams).**

Candidates must submit a statement of total expenses on the final budgetary form (Form E0-03) to the CSA front office by **Monday, October 5, 2020 at 4:00 pm**. Candidates must retain all receipts of expenses incurred during the campaign.

Due to COVID-19 and the responsibility each of us has in ensuring the health of those around us, on-campus campaigning is strongly discouraged. The CSA will not be offering poster runs. We encourage candidates to the digital tools at their disposal to reach students during the campaign. The elections office understands the challenges this presents and is available to discuss with candidates' virtual campaign possibilities. We ask that candidates and referendum teams use their best judgement to campaign at times that are appropriate, and respect students' space (please note this also includes online space).

Academic Consideration: The CSA Elections are intense and time-consuming for all the candidates. If any candidate is having academic troubles because of the stress from the campaigning week, you may request a letter for academic consideration and that will be written by the Vice President Academic. However, this letter is a reference only to your involvement in the CSA Election, and it is up to the candidate to ask permission from the professor for missed work/leniency; the professor retains the ultimate decision in academic considerations. **Candidates are encouraged to consult the University's *Academic Consideration Policy* [here](#).**

IMPORTANT DATES

Fall 2020 By-election

Nominations:

Monday, September 14 to Friday, September 18, 2020

All Candidates' Meetings:

TBD based on candidate schedules

General Election Campaign:

Monday, September 21 to Thursday, October 1, 2020

Submit list of campaign volunteers to Elections Office

Monday, September 21, 2020

By-election Voting:

Monday, September 28 to Thursday, October 1, 2020 (11:59 pm)

Announcement of Unofficial Results

Friday, October 2, 2020

Submit Final Budget Form with Receipts

Monday, October 5, 2020

Results Ratified

Tuesday, October 13, 2020 (at tentative board meeting)

POSTERING

Due to COVID-19 restrictions poster on-campus will not be permitted.

Candidates must abide by the regulations below for digital advertisements

All Posters and Banners must include:

- Name of the candidate (as it is to appear on the ballot)
- Full name of the position the candidate is running for
- The CSA Logo displayed at a legible size
- Voting period information
- CSA Elections website address: <https://csaonline.ca/elections>
 - Preferably this would be hyperlinked.

Posters and Banners must not include:

- Copyright Material
 - Note: most random images/logos found on Google are copyrighted.
- Logos or endorsements by on campus groups/organizations without express written permission from the organization in question. (Written permission must be provided to the CRO)
- The University of Guelph cornerstone/logo
- No potentially offensive material (including text and images). The strict definition of “offensive” is at the discretion of the CSA Chief Returning Officer.

**Candidates may not poster off campus
No stickers**

ELECTIONS GUIDELINES FOR E-MAIL LISTSERVS

- For all matters pertaining to elections, ***Organizational Email Lists*** shall be defined as any list of emails containing more than five (5) recipients sent by a candidate or by an individual or organization on a candidate's behalf. For the purposes of all matters pertaining to elections, ***campaign emails*** shall be defined as any email which contains text promoting a position with respect to a candidate in the election, sent by a candidate or by an individual or organization on a candidate's behalf.
- All Organizational Email List emails are to be accounted for in a candidate's or referendum budget. They will be assessed at a rate of **\$0.04** per recipient.
- It is the responsibility of the candidate to determine, with as much accuracy as possible, the approximate population of an Organizational Email List and to make this information available to the CRO prior to the email being sent-out.
- It is the responsibility of the group in question to determine if and in what manner they will permit candidates (or endorse candidates) and allow them to send campaign messages over their listserv.
 - Candidates are to notify the CRO of any endorsements from various campus clubs or groups. Please see the section on endorsements for further details.
- ***A candidate's email must contain:***
 - Name of the candidate (as it is to appear on the ballot).
 - Full name of the position the candidate is running for.
 - A word of warning for all the recipient(s) to remind them **not** to forward the campaign email.
- The CSA has absolutely **no tolerance** in regard to willful slander or misinformation about another candidate over emails. If the candidate is the perpetrator of the incident, they will face **immediate disqualification**.
- Slate candidacy is not permitted. Slate candidacy refers to two or more candidates campaigning together with their names appearing or being stated jointly for the purpose of campaigning this includes but is not limited to any written campaign material and classroom speaking.

SOCIAL MEDIA GUIDELINES

- Candidates are responsible for following Electoral Bylaws, Policies and guidelines with regards to misinformation or slander and are required to report infractions as they arise.
- Candidates must email the CRO at csacro@uoguelph.ca immediately if an infraction is spotted. The infraction must be copied and pasted into the body of that email – and/or an image of the screen shot of the infraction.

Facebook

- Any style of campaigning within the University of Guelph Facebook network does fall into the jurisdictions of the CSA Bylaws & Policies, and the CSA Election Guidelines.
- Candidates/referendum teams are permitted to create a Facebook group/page for campaigning use.
 - Facebook groups/pages are allowed to be active during the campaign period only. This means candidates/teams **cannot** publicize a Facebook group **before** the campaign period.

Candidates must add 'CSA CRO' as an administrator to your group/page prior to publicizing it. Failure to do so will result in a penalty.

- **Candidates are not allowed to join and/or like the groups/pages of other candidates.** The CSA interprets the joining and/or liking of groups/pages of other candidates as slate candidacy.
- Candidates are allowed to send messages to members of their Facebook group or page.
- Facebook ads may be purchased; however, they are only permitted during the campaign period. The advertisement must be approved by the CRO or ARO before being submitted to Facebook. Facebook ads costs must be included in final campaign budgets.

Twitter

- Candidates may use Twitter; both personal and new elections-only accounts as needed for the purposes of campaigning.
- Do not use your campaign Twitter for purposes of reporting on other candidates, or venting about electoral processes etc.
- All campaign-related tweets must include the following hashtag: **#csaelections**

YouTube

- Candidates may use YouTube; both personal and new elections-only accounts as needed for the purposes of campaigning.
- All YouTube content must be approved by the CSA elections office prior to being posted online.

Candidates are not permitted to interact with other candidates through campaign related social media.

CAMPAIGNING

Perhaps the most noticeable change to the election process will be in the way candidate campaign. In person, on-campus campaign has often been viewed as the most effective. Adapting to the COVID-19 restrictions will creativity. Please use the information below as a guideline. Candidates are encouraged to be creative in their campaign. Should candidates have any questions the elections office team is happy to help. We ask that candidates and referendum teams campaign at times that are appropriate, and respect students' space.

Campaign Volunteers

You may enlist the help of campaign volunteers to assist with your campaigning. Campaign volunteers may assist in, and promote, more than one campaign; however, they must not campaign for more than one candidate at any given time and must ensure they are not campaigning in a manner that would suggest slate candidacy.

A list of campaign volunteers must be submitted to the Elections Office by **Monday, September 21, 2020 at 4:30 pm.** If there are subsequent additions to the campaign team, the Elections Office must be notified within 24 hours of the change.

Social media groups/chats may be created to communicate with your volunteers. However, this must be a closed / private group.

Classroom Talks

Classroom talks are a great way to reach a lot of people in a small amount of time. Before presenting a classroom talk, ask yourself the following questions:

1. Do I have the instructor's permission?
2. What am I going to say?

You can ask the instructor to speak before a live synchronous class or ask to have a poster or flyer to displayed on the class' Courselink page.

Campaigning (Cont'd)

Social Media

Use of social media is allowed as part of your campaigning and is highly recommended. Please refer to the social media component of this package for more rules and regulations.

Endorsements

You may contact organizations asking them to endorse your campaign.

All endorsements must be approved by the CSA elections office upon gaining written permission from the organization.

An email must be sent to csacro@uoguelph.ca from the organization endorsing the candidate and copying the candidate.

Endorsements MAY be given by:

CSA Clubs
College Governments
Special Status Groups
Interhall Council

Endorsements MAY NOT be given by:

University Administration
University Faculty
University Centre Administration
CSA Full Time Staff

Note: You must obtain approval for all endorsements through the CSA Elections office.

Other

Be inventive with your campaigning! As always, permission must be granted to the candidate by the CSA Elections office prior to the distribution of promotional material.

You must account for all expenses. It is recommended to keep track of expenses throughout the campaign as the budget deadline is shortly after voting ends.

ABUSE OF POSITION

An abuse of position occurs when a candidate utilizes resources obtained by virtue of holding a certain position to the benefit of their campaign or election.

Keep in mind that friends of candidates using their positions to support a candidate will be considered as an infraction by the candidate.

Penalty for Abuse of Position is:

- First Occasion: **75% of deposit**
- Second Occasion: **Disqualification**

Some of the implications of this section are:

- **Membership in a club or board:** You cannot use your position on a board of directors or in a club to promote your election. You are allowed to speak at events and meetings that are open to the public but only through channels open to all and not just to members.
- **RLS and IHC:** Residence is off limits during campaigning. If you have access to residence you cannot campaign, post, or encourage others to post any campaign materials.
- If you are unsure if what you are doing is an abuse of power, then **don't do it without asking the CRO first**. Generally speaking, ask yourself if what you want to do can be easily done by other candidates who do not share your position; if they can, you are probably safe.

CAMPAIGN INFRACTIONS

All alleged infractions will be investigated by the Chief Returning Officer (CRO).

NOTE: In order to create a clearer process, the penalties for campaign infractions are under review.

First and second offence fines of the same infraction are not cumulative. For example, if a candidate fails to print materials at the CSA without permission from the CRO to print elsewhere (see fine #5), the candidate will be fined 40% of their deposit. If the same infraction was committed for the second time, the total fine becomes 75% of the candidate's deposit. If a candidate commits an infraction as a first offence that carries a 40% deposit fine and then a different infraction that also carries a 40% fine, then that candidate will have lost 80% of their deposit.

1. **Any forms of willful slander or misinformation about another candidate or deliberate interference with another candidate's right to inform the student body of their candidacy:**
 - **First Occasion:** A minimum fine of 50% of the deposit will be imposed, or disqualification, depending on severity of occurrence.
 - **Second Occasion:** Disqualification
2. **Failure to submit form EO-03 Final Budget (a statement of campaign expenses, receipts, etc.), unused monies, receipts and envelopes by end of voting period:**
 - **After Monday, February 24, 2020 by 4:00 pm:** Disqualification
3. **Total campaign expenses exceed spending limit:**
 - **By less than 20%:** Fine equal to excess spending
 - **Greater than 20%:** Fine equal to excess spending and disqualification
4. **Use of stickers as campaigning material:**
 - **Fine:** Cost of cleanup necessary
 - **If this cost exceeds \$50:** Disqualification
5. **Use of unauthorized public-address systems or sound equipment without CRO permission:**
 - 40% of deposit, per occurrence

Campaign Infractions (Cont'd)

6. **Use of campaign materials without CRO approval:**
 - **First occasion:** 25% of deposit and candidate must remove all materials immediately
 - **Second occasion (or failure to comply immediately after warning):** 75% of deposit.
 - **Third occasion:** Disqualification

7. **Campaigning outside the designated campaign period:**
 - **First Occasion:** 75% of deposit
 - **Second Occasion:** Disqualification

8. **Pooling of campaign budgets without authorization:**
 - Candidates to pay out of pocket

9. **Campaigning, addressing/positioning on any issues or answering general questions as a candidate or a representative of referendum team prior to the opening of the campaign period:**
 - **First Occasion:** 75% of deposit
 - **Second Occasion:** Disqualification

10. **Slate candidacy refers to two or more candidates with their names appearing jointly in any written campaign material. If the violation occurs:**
 - Disqualification of all candidates in the slate

11. **The abuse of a position from a candidate with whom they are involved to promote their campaign:**
 - **First Occasion:** 75% of deposit
 - **Second Occasion:** Disqualification

12. **Failure to comply with any part of the Candidates' Package, including all CSA Elections Bylaws and Policies, as distributed by the CRO to all candidates and referendum teams:**
 - **First occasion:** Warning
 - **Second occasion:** 40% of deposit
 - **Third occasion:** 75% of deposit
 - **Fourth occasion:** Disqualification

CSA BOARD OF DIRECTORS MEETING SCHEDULE

Tentative: 2020-2021

All dates subject to change due to COVID-19

Fall 2020

| | | |
|----|--------------------|---------|
| 1. | September 16, 2020 | 6:00 pm |
| 2. | September 30, 2020 | 6:00 pm |
| 3. | October 14, 2020 | 6:00 pm |
| 4. | October 28, 2020 | 6:00 pm |
| 5. | November 11, 2020 | 6:00 pm |
| 6. | November 25, 2020 | 6:00 pm |

Winter 2021

| | | |
|-----|-------------------|---------|
| 7. | January 13, 2021 | 6:00 pm |
| 8. | January 27, 2021 | 6:00 pm |
| 9. | February 3, 2021 | 6:00 pm |
| 10. | February 24, 2021 | 6:00 pm |
| 11. | March 10, 2021 | 6:00 pm |
| 12. | March 24, 2021 | 6:00 pm |
| 13. | April 7, 2021 | 6:00 pm |

Town Hall

Wednesday, November 4, 2020

(Tentative)

2021 Annual General Meeting

Wednesday, February 10, 2021 5:00 pm

(Tentative)



CSA
ELECTIONS

Candidates' Package: Executive Positions

Fall 2020 By-Election

DRAFT

September 3, 2020

TABLE OF CONTENTS

| | |
|--|----|
| TO ALL CANDIDATES IN THE CSA GENERAL ELECTION | 3 |
| CONTACT INFORMATION | 4 |
| RULES AND RESPONSIBILITIES: | |
| CSA MISSION, VISION, AND VALUES | 5 |
| CORPORATE ORGANIZATIONAL CHART | 6 |
| RESPONSIBILITIES OF THE PRESIDENTS AND VICE PRESIDENTS | 7 |
| CANDIDATE COMMITMENT FORM – EXECUTIVE | 9 |
| ELECTION GUIDELINES: | |
| IMPORTANT POINTS TO REMEMBER | 11 |
| IMPORTANT DATES | 12 |
| POSTERING | 13 |
| ELECTIONS GUIDELEINES FOR E-MAIL LISTSERVS | 14 |
| SOCIAL MEDIA GUIDELINES | 15 |
| CAMPAIGNING | 16 |
| ABUSE OF POSITION | 18 |
| CAMPAIGN INFRACTIONS | 19 |
| CSA BOARD OF DIRECTORS MEETING SCHEDULE | 21 |

TO ALL CANDIDATES IN THE CSA BY-ELECTION

First, we would like to congratulate you on being nominated for a position at the Central Student Association (CSA). As Elections Office staff, it is our responsibility to communicate and enforce the campaign rules as defined in this *Candidates' Package* and as prescribed by the *CSA Bylaws and Policies*.

Second, the following page shows our contact information. If at any time during the election you are unsure about a rule or bylaw, we strongly recommend contacting the Elections Office; we will be happy to help. If the office hours (also found on the following page) are not suitable, we will arrange an alternate time. We are happy to answer questions by video call or by telephone, but only communications from your University of Guelph e-mail, or written (letter) will be considered official. We cannot accept Facebook messages or any other social media communications that are related to CSA Elections as official communications.

As the CSA Executive, you are an “Ambassador of Something Bigger”, and this position entails major responsibilities that as candidates you must be aware.

It is your responsibility as a candidate to know all the duties and responsibilities that come with being a CSA Executive. They are outlined in this document and it is also advisable to review the CSA bylaws and policy manual to determine if this position is suitable for you. Please note that these policies will become part of your CSA employment contract if you are successful in this election

And last, we hope that this is a rewarding experience for all of you; we encourage you to enjoy the experience and remain positive, regardless of the hard work required.

Sincerely,

Patrick MacCarthy

Chief Returning Officer (CRO)

Central Student Association

csacro@uoguelph.ca

Jewel Lindemann

Assistant Returning Officer (ARO)

Central Student Association

csaaro@uoguelph.ca

| CONTACT INFORMATION | | | |
|--|--|------------------------------|---------------------|
| CSA Election Office Central Student Association UC, Level 2: Room 267 Please note that because of COVID-19 restrictions the CSA office is closed until further notice. | | | |
| Name | Position | Contact Info | Office Hours |
| Patrick MacCarthy | Chief Returning Officer (CRO) | csacro @uoguelph.ca | TBD |
| Jewel Lindemann | Assistant Returning Officer (ARO) | csaaro @uoguelph.ca | TBD |
| Tyler Poirier | CSA President | csapresident @uoguelph.ca | 9am-4:30pm |
| Pete Wobschall | Policy & Transition Manager | csaptm @uoguelph.ca | 9am-4:30pm |

CSA MISSION, VISION, AND VALUES

Our Mandate

The CSA is run by students for students. We:

- Represent and amplify the voice of undergraduate students at the University of Guelph, particularly to decision makers;
- Provide practical services that improve students' lives and save them money;
- Contribute to a positive atmosphere of acceptance, inclusion, belonging and safety on campus;
- Support students to organize around issues they care about, including through clubs and campaigns;
- Organize events that make university life even more fun;
- Create rewarding employment and volunteer opportunities for students as a result of being a student-run organization; and
- Serve as a central coordinating body for undergraduate student association representatives.

Our Indicators of Success

The CSA knows it is doing a great job when:

- Students want to engage with the CSA. They know what the CSA does and are to be involved;
- Executive members represent students accurately and confidently, based on knowledge of what students want that comes from having consulted meaningfully with them;
- The CSA provides services that students use;
- Advocacy on students' behalf is effective in achieving its goals; and
- The CSA has structures and active processes in place to ensure accountability.

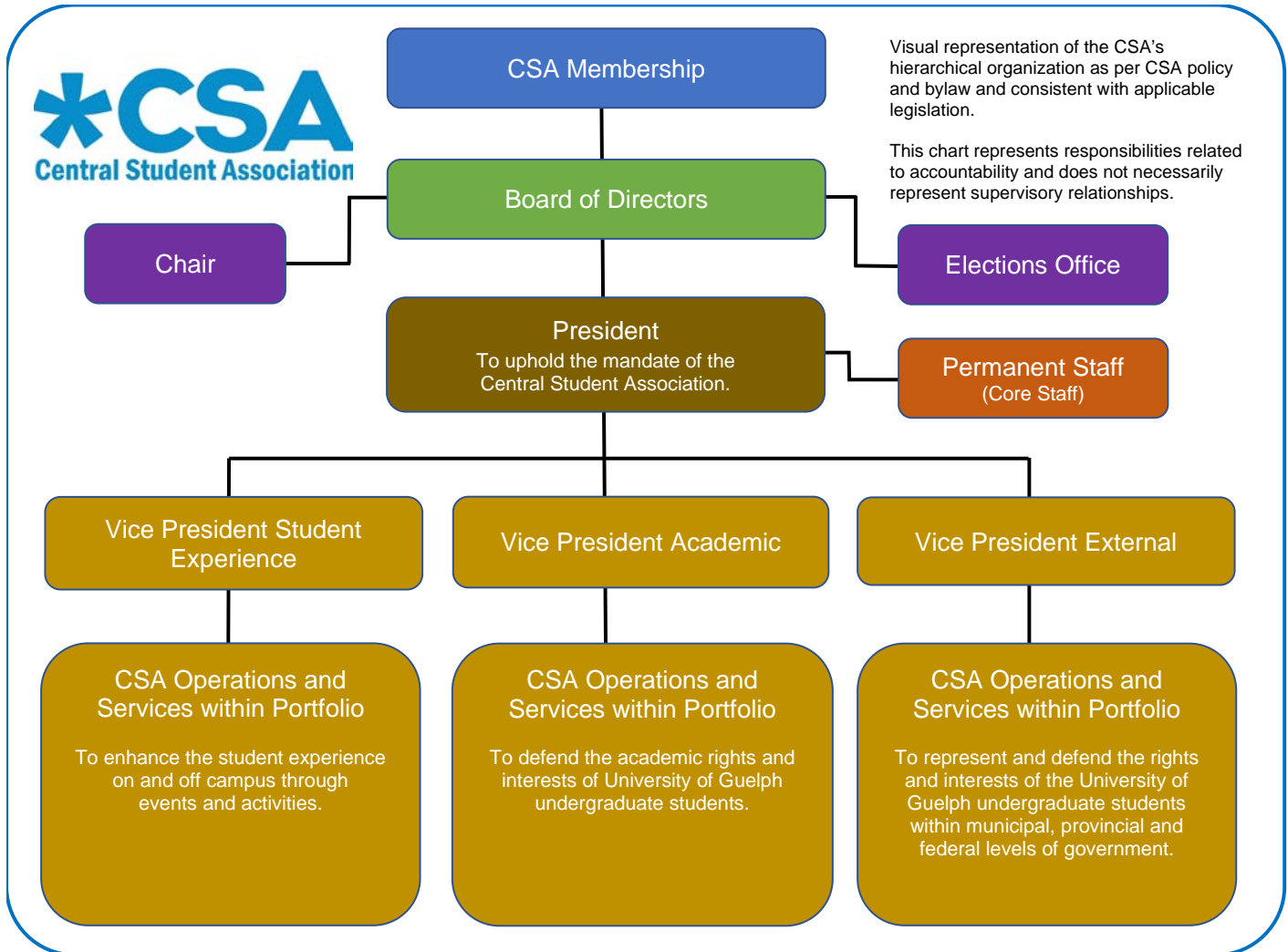
Our Approach

The CSA is committed to:

- Proactive engagement with students;
- Representing all students accurately and effectively;
- Staying relevant and valuable to students;
- Excelling at communication;
- Behaving in a constructive and professional manner;
- Paying attention to the unique history and culture of this university;
- Modelling organizational excellence, including unified leadership and trusted financial management; and
- Promoting acceptance, inclusion, safety and a sense of belonging at the University of Guelph.

Corporation of the University of Guelph Central Student Association

CORPORATE ORGANIZATIONAL CHART



RESPONSIBILITIES OF THE CSA VP ACADEMIC

The primary purpose of the Vice President Academic (VPA) is to defend the academic rights and interests of University of Guelph undergraduate students.

- To represent undergraduate students with all matters pertaining to accessibility and academic programming;
- To provide campaigns and events that promote the health and well-being of students, in collaboration with the Vice President Student Experience;
- To represent undergraduate students on all academic and accessibility related committees;
- To actively engage with students on academic issues that are currently relevant to the undergraduate student body;
- To advocate on behalf of undergraduate students for an accessible, high quality post-secondary education, in collaboration with the Vice President External;
- To be knowledgeable in specifics of the Residential Tenancies Act and related City of Guelph bylaws in order to provide tenancy advocacy to students;
- To promote the financial aid available to students.

For your information

RESPONSIBILITIES OF THE CSA PRESIDENT

The primary purpose of the President is to uphold the mandate of the Central Student Association.

- To work with a team of Executive, directors and staff to make decisions with the collective interests of students in mind;
- To act as CSA representative in legal matters, and be knowledgeable of all legally binding contracts signed on behalf of the CSA;
- To advocate for increasing student engagement and representation on committees.
- To maximize awareness of the CSA as an organization within the University of Guelph and the City of Guelph;
- To act as “Corporate President” and to be a primary signing authority of the CSA;
- 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;
- To act as the primary spokesperson of the CSA.

RESPONSIBILITIES OF THE CSA VP STUDENT EXPERIENCE

The primary purpose of the Vice President Student Experience (VPSE) is to enhance the student experience on and off campus through events and activities.

- To be involved in event planning pertaining to undergraduate students;
- To recruit volunteers and acquire feedback for events, promotions, initiatives and special projects that pertain to undergraduate students;
- To advocate for increasing student engagement and representation on committees;
- To manage the social media and online promotion of CSA events in collaboration with the CSA Graphic Designer;
- To provide campaigns and events that promote the health and well-being of students in collaboration with the Vice President Academic
- To advocate for under-represented and marginalized undergraduate students of the University of Guelph, in collaboration with the VP External;
- To provide information regarding campaigns and committees that affects undergraduate students' mental health, well-being, and safety, in collaboration with the VP External.

RESPONSIBILITIES OF THE CSA VP EXTERNAL

The primary purpose of the Vice President External (VPE) is to represent and defend the rights and interests of the University of Guelph undergraduate students within municipal, provincial and federal levels of government.

- To coordinate campaigns and events centered around municipal, provincial, and federal issues affecting students and our community.
- To act as a liaison to the City of Guelph and the Ontario and Canadian governments.
- To monitor government initiatives, programs, policies and legislation that impact students and inform undergraduate students about the effect upon students.
- To advocate on behalf of undergraduate students for an accessible, high quality post-secondary education in collaboration with the Vice President Academic.
- To build campaign coalitions with campus groups, clubs and organizations committed to social / environmental justice.
- To address issues of sustainability on and off campus, in collaboration with campus and community partners.
- To advocate for increasing student engagement and representation on committees.

CANDIDATE COMMITMENT FORM: EXECUTIVE POSITION

For the duration of the term, as a candidate for the office of CSA Executive, I acknowledge and:

As a Director agree to:

- Have a thorough understanding of the CSA's Mandate, Indicators of Success and Approach, and the CSA Structure;
- Attend and actively participate in all scheduled Board of Directors training sessions, Board of Directors meetings, General Members' Meetings (GMM) and the Annual General Meeting (AGM);
- As a Director, be prepared to speak to classes during times of significant importance to the CSA, including but not limited to GMMs, AGMs, elections and awareness campaigns.

As an Executive Committee Member agree to:

- Accomplish initiatives as received by the President from the Board of Directors and the general membership;
- Follow the leadership and direction of the CSA President;
- Attend and actively participate in all CSA scheduled Executive Committee training sessions, retreats and weekly (or biweekly) meetings;
- Participate in ongoing leadership training;
- Prepare and submit in a timely manner Executive Committee meeting minutes for inclusion in the upcoming board package;
- Actively participate in Transition Week, together with the core staff, as required by the Policy & Transition Manager.

As an Executive Officer agree to:

- Work a minimum of 37 hours per week from May 1 until April 30;
- Participate in a comprehensive transition process relevant to my role at the beginning of the term, as well as executing such a process for incoming Executive at the end of my term, as scheduled by the Policy & Transition Manager;
- Participate in applicable training opportunities to strengthen skills for the enhancement of your portfolio;
- Be responsible for the duties listed in my Executive Portfolio;
- Consult with the general membership on matters pertaining to respective portfolio;
- Prioritize and fulfill committee obligations;
- Update my portfolio's transition manual, to be handed down to future Executive;
- Submit a final report to the Board of Directors for the last meeting of the year.

Continued...

CANDIDATE COMMITMENT FORM: EXECUTIVE POSITION (Cont'd)

In addition to the above, I further agree to:

- Keep in strictest confidence all confidential or proprietary information communicated or disclosed to me in accordance with relevant CSA by-laws and policies;
- At all times ensure the financial viability and continuation of the CSA as a non-for-profit organization;
- At all times take into consideration the CSA's welfare and mandate;
- Always uphold the principles of inclusivity, accessibility, and CSA bylaws and policies;
- Commit to approximately 20 hours of "shadow training" with the outgoing Executive, prior to April 27
- Attend the Staff Training Day on March 28, 2020
- Participate in the Executive Transition Program on April 27-29, 2020
- Attend the Mandatory Board Training on Saturday, September 12, 2020

A duplicate of this document will be provided for signature as a requirement of the nomination package.

IMPORTANT POINTS TO REMEMBER

It is the candidate's responsibility to read, understand, and abide by all guidelines, bylaws and policies laid out in this candidates' package, and applicable to CSA elections. There are many changes from previous years – so please read thoroughly and ask questions for clarification when needed.

You have no right to interfere with the right to campaign of another candidate at any time during the election.

You may enlist the help of campaign volunteers to assist with your campaigning.

Any complaints regarding other candidates, students, or organizations should be sent to the CRO via email. Every effort will be made to respond to complaints about campaign infractions within 24 hours.

Candidates are required to check their email at least once every 12 hours during the Campaign period and at least once every 24 hours during the period outside campaigning.

**Campaign expense limits are:
\$200 (Executive),
\$75 (At-Large Director),
and \$300 (Referendum Teams).**

Candidates must submit a statement of total expenses on the final budgetary form (Form E0-03) to the CSA front office by **Monday, October 5, 2020 at 4:00 pm.** Candidates must retain all receipts of expenses incurred during the campaign.

Due to COVID-19 and the responsibility each of us has in ensuring the health of those around us, on-campus campaigning is strongly discouraged. The CSA will not be offering poster runs. We encourage candidates to the digital tools at their disposal to reach students during the campaign. The elections office understands the challenges this presents and is available to discuss with candidates' virtual campaign possibilities. We ask that candidates and referendum teams use their best judgement to campaign at times that are appropriate, and respect students' space (please note this also includes online space).

Academic Consideration: The CSA Elections are intense and time-consuming for all the candidates. If any candidate is having academic troubles because of the stress from the campaigning week, you may request a letter for academic consideration and that will be written by the Vice President Academic. However, this letter is a reference only to your involvement in the CSA Election, and it is up to the candidate to ask permission from the professor for missed work/leniency; the professor retains the ultimate decision in academic considerations. **Candidates are encouraged to consult the University's *Academic Consideration Policy* [here](#).**

IMPORTANT DATES

Fall 2020 By-election

Nominations:

Monday, September 14 to Friday, September 18, 2020

All Candidates' Meetings:

TBD based on candidate schedules

General Election Campaign:

Monday, September 21 to Thursday, October 1, 2020

Submit list of campaign volunteers to Elections Office

Monday, September 21, 2020

By-election Voting:

Monday, September 28 to Thursday, October 1, 2020 (11:59 pm)

Announcement of Unofficial Results

Friday, October 2, 2020

Submit Final Budget Form with Receipts

Monday, October 5, 2020

Results Ratified

Tuesday, October 13, 2020 (at tentative board meeting)

POSTERING

Due to COVID-19 restrictions poster on-campus will not be permitted.

Candidates must abide by the regulations below for digital advertisements

All Posters and Banners must include:

- Name of the candidate (as it is to appear on the ballot)
- Full name of the position the candidate is running for
- The CSA Logo displayed at a legible size
- Voting period information
- CSA Elections website address: <https://csaonline.ca/elections>
 - Preferably this would be hyperlinked.

Posters and Banners must not include:

- Copyright Material
 - Note: most random images/logos found on Google are copyrighted.
- Logos or endorsements by on campus groups/organizations without express written permission from the organization in question. (Written permission must be provided to the CRO)
- The University of Guelph cornerstone/logo
- No potentially offensive material (including text and images). The strict definition of “offensive” is at the discretion of the CSA Chief Returning Officer.

**Candidates may not poster off campus
No stickers**

ELECTIONS GUIDELINES FOR E-MAIL LISTSERVS

- For all matters pertaining to elections, ***Organizational Email Lists*** shall be defined as any list of emails containing more than five (5) recipients sent by a candidate or by an individual or organization on a candidate's behalf. For the purposes of all matters pertaining to elections, ***campaign emails*** shall be defined as any email which contains text promoting a position with respect to a candidate in the election, sent by a candidate or by an individual or organization on a candidate's behalf.
- All Organizational Email List emails are to be accounted for in a candidate's or referendum budget. They will be assessed at a rate of **\$0.04** per recipient.
- It is the responsibility of the candidate to determine, with as much accuracy as possible, the approximate population of an Organizational Email List and to make this information available to the CRO prior to the email being sent-out.
- It is the responsibility of the group in question to determine if and in what manner they will permit candidates (or endorse candidates) and allow them to send campaign messages over their listserv.
 - Candidates are to notify the CRO of any endorsements from various campus clubs or groups. Please see the section on endorsements for further details.
- ***A candidate's email must contain:***
 - Name of the candidate (as it is to appear on the ballot).
 - Full name of the position the candidate is running for.
 - A word of warning for all the recipient(s) to remind them **not** to forward the campaign email.
- The CSA has absolutely **no tolerance** in regard to willful slander or misinformation about another candidate over emails. If the candidate is the perpetrator of the incident, they will face **immediate disqualification**.
- Slate candidacy is not permitted. Slate candidacy refers to two or more candidates campaigning together with their names appearing or being stated jointly for the purpose of campaigning this includes but is not limited to any written campaign material and classroom speaking.

SOCIAL MEDIA GUIDELINES

- Candidates are responsible for following Electoral Bylaws, Policies and guidelines with regards to misinformation or slander and are required to report infractions as they arise.
- Candidates must email the CRO at csacro@uoguelph.ca immediately if an infraction is spotted. The infraction must be copied and pasted into the body of that email – and/or an image of the screen shot of the infraction.

Facebook

- Any style of campaigning within the University of Guelph Facebook network does fall into the jurisdictions of the CSA Bylaws & Policies, and the CSA Election Guidelines.
- Candidates/referendum teams are permitted to create a Facebook group/page for campaigning use.
 - Facebook groups/pages are allowed to be active during the campaign period only. This means candidates/teams **cannot** publicize a Facebook group **before** the campaign period.

Candidates must add 'CSA CRO' as an administrator to your group/page prior to publicizing it. Failure to do so will result in a penalty.

- **Candidates are not allowed to join and/or like the groups/pages of other candidates.** The CSA interprets the joining and/or liking of groups/pages of other candidates as slate candidacy.
- Candidates are allowed to send messages to members of their Facebook group or page.
- Facebook ads may be purchased; however, they are only permitted during the campaign period. The advertisement must be approved by the CRO or ARO before being submitted to Facebook. Facebook ads costs must be included in final campaign budgets.

Twitter

- Candidates may use Twitter; both personal and new elections-only accounts as needed for the purposes of campaigning.
- Do not use your campaign Twitter for purposes of reporting on other candidates, or venting about electoral processes etc.
- All campaign-related tweets must include the following hashtag: **#csaelections**

YouTube

- Candidates may use YouTube; both personal and new elections-only accounts as needed for the purposes of campaigning.
- All YouTube content must be approved by the CSA elections office prior to being posted online.

Candidates are not permitted to interact with other candidates through campaign related social media.

CAMPAIGNING

Perhaps the most noticeable change to the election process will be in the way candidate campaign. In person, on-campus campaign has often been viewed as the most effective. Adapting to the COVID-19 restrictions will creativity. Please use the information below as a guideline. Candidates are encouraged to be creative in their campaign. Should candidates have any questions the elections office team is happy to help. We ask that candidates and referendum teams campaign at times that are appropriate, and respect students' space.

Campaign Volunteers

You may enlist the help of campaign volunteers to assist with your campaigning. Campaign volunteers may assist in, and promote, more than one campaign; however, they must not campaign for more than one candidate at any given time and must ensure they are not campaigning in a manner that would suggest slate candidacy.

A list of campaign volunteers must be submitted to the Elections Office by **Monday, September 21, 2020 at 4:30 pm.** If there are subsequent additions to the campaign team, the Elections Office must be notified within 24 hours of the change.

Social media groups/chats may be created to communicate with your volunteers. However, this must be a closed / private group.

Classroom Talks

Classroom talks are a great way to reach a lot of people in a small amount of time. Before presenting a classroom talk, ask yourself the following questions:

1. Do I have the instructor's permission?
2. What am I going to say?

You can ask the instructor to speak before a live synchronous class or ask to have a poster or flyer to displayed on the class' Courselink page.

Campaigning (Cont'd)

Social Media

Use of social media is allowed as part of your campaigning and is highly recommended. Please refer to the social media component of this package for more rules and regulations.

Endorsements

You may contact organizations asking them to endorse your campaign.

All endorsements must be approved by the CSA elections office upon gaining written permission from the organization.

An email must be sent to csacro@uoguelph.ca from the organization endorsing the candidate and copying the candidate.

Endorsements MAY be given by:

CSA Clubs
College Governments
Special Status Groups
Interhall Council

Endorsements MAY NOT be given by:

University Administration
University Faculty
University Centre Administration
CSA Full Time Staff

Note: You must obtain approval for all endorsements through the CSA Elections office.

Other

Be inventive with your campaigning! As always, permission must be granted to the candidate by the CSA Elections office prior to the distribution of promotional material.

You must account for all expenses. It is recommended to keep track of expenses throughout the campaign as the budget deadline is shortly after voting ends.

ABUSE OF POSITION

An abuse of position occurs when a candidate utilizes resources obtained by virtue of holding a certain position to the benefit of their campaign or election.

Keep in mind that friends of candidates using their positions to support a candidate will be considered as an infraction by the candidate.

Penalty for Abuse of Position is:

- First Occasion: **75% of deposit**
- Second Occasion: **Disqualification**

Some of the implications of this section are:

- **Membership in a club or board:** You cannot use your position on a board of directors or in a club to promote your election. You are allowed to speak at events and meetings that are open to the public but only through channels open to all and not just to members.
- **RLS and IHC:** Residence is off limits during campaigning. If you have access to residence you cannot campaign, post, or encourage others to post any campaign materials.
- If you are unsure if what you are doing is an abuse of power, then **don't do it without asking the CRO first**. Generally speaking, ask yourself if what you want to do can be easily done by other candidates who do not share your position; if they can, you are probably safe.

CAMPAIGN INFRACTIONS

All alleged infractions will be investigated by the Chief Returning Officer (CRO).

NOTE: In order to create a clearer process, the penalties for campaign infractions are under review.

First and second offence fines of the same infraction are not cumulative. For example, if a candidate fails to print materials at the CSA without permission from the CRO to print elsewhere (see fine #5), the candidate will be fined 40% of their deposit. If the same infraction was committed for the second time, the total fine becomes 75% of the candidate's deposit. If a candidate commits an infraction as a first offence that carries a 40% deposit fine and then a different infraction that also carries a 40% fine, then that candidate will have lost 80% of their deposit.

1. **Any forms of willful slander or misinformation about another candidate or deliberate interference with another candidate's right to inform the student body of their candidacy:**
 - **First Occasion:** A minimum fine of 50% of the deposit will be imposed, or disqualification, depending on severity of occurrence.
 - **Second Occasion:** Disqualification
2. **Failure to submit form EO-03 Final Budget (a statement of campaign expenses, receipts, etc.), unused monies, receipts and envelopes by end of voting period:**
 - **After Monday, February 24, 2020 by 4:00 pm:** Disqualification
3. **Total campaign expenses exceed spending limit:**
 - **By less than 20%:** Fine equal to excess spending
 - **Greater than 20%:** Fine equal to excess spending and disqualification
4. **Use of stickers as campaigning material:**
 - **Fine:** Cost of cleanup necessary
 - **If this cost exceeds \$50:** Disqualification
5. **Use of unauthorized public-address systems or sound equipment without CRO permission:**
 - 40% of deposit, per occurrence

Campaign Infractions (Cont'd)

6. **Use of campaign materials without CRO approval:**
 - **First occasion:** 25% of deposit and candidate must remove all materials immediately
 - **Second occasion (or failure to comply immediately after warning):** 75% of deposit.
 - **Third occasion:** Disqualification

7. **Campaigning outside the designated campaign period:**
 - **First Occasion:** 75% of deposit
 - **Second Occasion:** Disqualification

8. **Pooling of campaign budgets without authorization:**
 - Candidates to pay out of pocket

9. **Campaigning, addressing/positioning on any issues or answering general questions as a candidate or a representative of referendum team prior to the opening of the campaign period:**
 - **First Occasion:** 75% of deposit
 - **Second Occasion:** Disqualification

10. **Slate candidacy refers to two or more candidates with their names appearing jointly in any written campaign material. If the violation occurs:**
 - Disqualification of all candidates in the slate

11. **The abuse of a position from a candidate with whom they are involved to promote their campaign:**
 - **First Occasion:** 75% of deposit
 - **Second Occasion:** Disqualification

12. **Failure to comply with any part of the Candidates' Package, including all CSA Elections Bylaws and Policies, as distributed by the CRO to all candidates and referendum teams:**
 - **First occasion:** Warning
 - **Second occasion:** 40% of deposit
 - **Third occasion:** 75% of deposit
 - **Fourth occasion:** Disqualification

CSA BOARD OF DIRECTORS MEETING SCHEDULE

Tentative: 2020-2021

All dates subject to change due to COVID-19

Fall 2020

| | | |
|----|--------------------|---------|
| 1. | September 16, 2020 | 6:00 pm |
| 2. | September 30, 2020 | 6:00 pm |
| 3. | October 14, 2020 | 6:00 pm |
| 4. | October 28, 2020 | 6:00 pm |
| 5. | November 11, 2020 | 6:00 pm |
| 6. | November 25, 2020 | 6:00 pm |

Winter 2021

| | | |
|-----|-------------------|---------|
| 7. | January 13, 2021 | 6:00 pm |
| 8. | January 27, 2021 | 6:00 pm |
| 9. | February 3, 2021 | 6:00 pm |
| 10. | February 24, 2021 | 6:00 pm |
| 11. | March 10, 2021 | 6:00 pm |
| 12. | March 24, 2021 | 6:00 pm |
| 13. | April 7, 2021 | 6:00 pm |

Town Hall

Wednesday, November 4, 2020

(Tentative)

2021 Annual General Meeting

Wednesday, February 10, 2021 5:00 pm

(Tentative)

2020-2021

Electronic Meeting Protocols

DRAFT: August 28, 2020

Preamble

Since mid-March 2020, Covid-19 has required the CSA to conduct all meetings remotely (electronically). This also applies to the CSA's Board of Director meetings, which presents challenges for several reasons:

- It has been a long-standing tradition, and an organizational value, that meeting face-to-face provides the best forum for discussion and to realize meeting efficiencies;
- To the best of staff's knowledge, the CSA's Board of Directors has never met outside of the face-to-face model;
- CSA policies and bylaws do not speak to electronic meetings; and some may indeed prevent some related processes from occurring if not revised or suspended; and
- The Ontario Not-for-Profit Act has requirements related to holding electronic meetings and electronic voting.

This document provides the protocol for conducting CSA Board of Director meetings beginning in September 2020, and continuing until the covid-19 response is rescinded.

This document may be revised from time to time as deemed necessary by CSA staff, Executive, and Board of Directors.

Ontario Not-for Profit Act

Can we hold board meetings electronically?

Yes, unless your bylaws say you cannot. ([section 34](#)).

However, the Act says that any phone or electronic tools you use must allow "all participants to communicate adequately with each other during the meeting." Practically speaking, Directors should only vote by phone or electronically if:

- You can verify the identity of the voter.
- You cannot tell how each vote was cast.

Source

Not-for-Profit Corporations Act, 2010, S.O. 2010, c. 15

- Directors' meetings (S. 34)

Directors' meetings

34 (1) Unless the articles or by-laws provide otherwise, the directors may meet at any place and on any notice that the by-laws require. 2010, c. 15, s. 34 (1).

Not-for-Profit Corporations Act, 2010, S.O. 2010, c. 15

- Voting by mail or by telephonic or electronic means (S. 67)

Voting by mail or by telephonic or **electronic** means

67 (1) A corporation may provide in its by-laws for voting by mail or by telephonic or **electronic** means, in addition to or instead of voting by proxy. 2010, c. 15, s. 67 (1).

Same

(2) Voting by mail or by telephonic or **electronic** means may be used only if,

(a) the votes may be verified as having been made by members entitled to vote; and

(b) the corporation is not able to identify how each member voted. 2010, c. 15, s. 67 (2).

Microsoft Teams Etiquette

Mute Yourself

Always mute yourself to reduce background noise for other participants unless you are speaking.

Chat

Do not use chat for any reason including to speak to other meeting participants, or to ask questions, unless prompted by the Chair to do so. This will keep the chat free of clutter.

Speaking

Do not speak until the Chair recognizes you to speak. This includes for points of privilege, and to be added to the speakers list.

Speakers List

The Chair will maintain a Speakers List as per CSA Rules of Order policies.

To get on to the Speakers List, a Director would enter the phrase “speakers list” into chat. To speak a second or more times, enter ‘speakers list’ into the chat.

Voting

The Chair will create a ‘yea’ and ‘nay’ voting option for Directors in the chat under the pasted Motion. The option will be marked “!” for ‘important’. Directors select the option they support by ‘liking’ the option.

Video Feeds & Internet Quality

As a courtesy to other participants, please leave your video ‘on’, so others can see your face.

If your internet quality is poor, please do turn off your video.

If your internet quality continues to be poor, turn off ‘incoming video’

Arriving Late & Leaving Early

In the event that you arrive late, or leave early, please enter a message in chat “I have arrived”, or ‘I must leave early’.

This information will be used by the Scribe and Policy & Transition Manager for record keeping purposes (minutes) and to ensure quorum is maintained.

Points of Privilege

If you are able to interrupt the meeting with a point of privilege, type your interruption type in the chat box. For example: If you are unable to hear the proceedings, type “point of privilege” in the chat box on Microsoft Teams. Once the Chair recognizes you, proceed with your verbal question/comment.

Check the Robert’s Rules cheat sheet that was provided with your Director’s Manual to determine which parliamentary procedures are permitted to ‘interrupt’.

Scribe Interruptions

The only verbal interruptions permitted during Board of Director meetings on Microsoft Teams are those from the Chair or Scribe.

The Scribe may be required to interrupt in order to accurately capture details for the official record (meeting minutes).

Meeting Recordings

Please note that all CSA Board Meetings are recorded for the record. Recordings are archived by the Policy & Transition Manager (PTM) and are not shared publicly.

CSA Rules of Order

This section provides excerpts from the CSA Rules of Order and indicates if the stated processes or rules are compliant with electronic meetings.

Roll Call Vote

Policy Excerpt

3.11. Roll Call Vote

3.11.1. When a roll call vote is required, the Chair shall first ask all members abstaining to indicate their vote, and keep it indicated until the Chair calls their name for the Scribe to record. The Chair shall then ask all members in favour, and then all members opposed, to do the same. The final numbers and result will be announced by the Chair and recorded in the minutes. Should any Member present not vote, they will be recorded as an abstention.

3.11.2. Roll call votes shall be used for any changes to the CSA Bylaws.

3.11.3. A member may move a roll call vote prior to voting on a main motion, which must be approved by a minority of three voting members.

Compliance

Electronic meetings are compliant with the above-mentioned policy excerpt.

Note that during CSA Board Meetings held on Microsoft Teams, all votes are indicated using the 'like' icon in the chat (called 'conversation').

Secret Ballot Vote

Policy Excerpt

3.12. Secret Ballot Vote

3.12.1. When a secret ballot vote is required, the Policy & Transition Manager will distribute a paper ballot to each voting member. Members will indicate their vote, including abstention, on the ballot. Ballots will be collected by the PTM and counted by the Chair. The ballots will be kept anonymous. Any member may act as a scrutineer for the counting of ballots. The final result will be announced by the Chair and recorded in the minutes.

3.12.2. A member may request a secret ballot vote prior to voting on a main motion, which must be approved by a majority vote. This request may be made after the speakers list has been closed.

3.12.3. A secret ballot vote shall be used for any item where the Board chooses between candidates for hiring or a CSA election.

Compliance

Not compliant. Requires the following changes:

3.12. Secret Ballot Vote

3.12.1. When a secret ballot vote is required, ~~the Policy & Transition Manager will distribute a paper ballot to each voting member~~ **each voting member shall send the Policy & Transition Manager (PTM) a ballot in the form of an email indicating their vote. The Chair shall be copied on the email.** Members will indicate their vote, including abstention, ~~on the ballot~~ **within their email ballot to the PTM and Chair.** Ballots will be collected by the PTM and counted by the Chair. The ballots will be kept anonymous. Any member may act as a scrutineer for the counting of ballots. The PTM will forward the voting members' emails to the scrutineer upon request. The final result will be announced by the Chair and recorded in the minutes.

In Camera

Policy Excerpt

Since it is more difficult to monitor and address the actions of non-directors, visitors should be allowed to attend an in camera session only if their presence is necessary and with a majority vote of the Board of Directors. Non-directors and visitors shall sign a Confidentiality and Conflict of Interest Agreement before participating and/or presenting in an in camera session.

Compliance

Electronic meetings are compliant with this policy, and the following procedure will be used:

The Policy & Transition Manager (PTM) will send an agreement via email to the participant. The participant is provided with time to review and understand the agreement. Then signs and sends the PTM a scan or photo of page 1 of the signed document for CSA records.

In Camera Minutes

Policy Excerpt

6.2.4. A hard copy of in camera minutes shall be distributed in camera at a Subsequent Board Meeting to be approved by the Board by a simple majority vote.

Compliance

Not compliant. Requires the following changes:

6.2.4. A hard copy of in camera minutes shall be ~~distributed~~ **displayed on the projected screen** in camera at a Subsequent Board Meeting to be approved by the Board by a simple majority vote.