AGENDA

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

Central Student Association

11.0. Call to Order
11.1. Land Acknowledgement
11.2. Adoption of the Agenda
11.2.1. Approve the Agenda — Page 1
11.2.2. (New) Declarations of Conflicts (Bylaw 1, Section 10.2)
11.3. Ratifications and De-Ratifications
11.3.1. ASA Representative — Page 2
11.4. Comments from the Chair
11.4.1. Introductions and Pronouns
11.5. Approval of Past Board Minutes
11.5.1. Meeting # 9 – January 29, 2020 — Page 3
11.5.2. Meeting # 10 – February 5, 2020 — Page 21
11.6. Executive Committee Minutes
11.6.1. Meeting # 29 – February 5, 2020 — Page 40
11.7. Executive Updates
11.7.1. President — Page 44
11.7.2. VP Student Experience — Page 45
11.7.3. VP Academic — Page 47
11.7.4. VP External — Page 49
11. 8. Director Reports
11. 9. CSA Services Update and Report
11.10. Committee Updates and Reports
11.10.1. PBRC Report — Page 51
11.11. Business
11.11.1. Winter 2020 General Election Report – CRO — Page 53
11.11.2. Candidates' Package – Winter 2020 By-Election — Page 58
11.11.3. NOTICE – Amendments to Policy Appendix G re Nominations — WITHDRAWN
11.11.4. NOTICE – Amendment to Policy Appendix C re Ext. Staff Contracts — Page 80
11.11.5. Teacher Excellence Award – Selection Committee — Page 81
11.11.6. Solidarity Statement — Page 82
11.12. New Business
11.12.1.
11.13. Announcements
11.14. *In Camera* Session
11.14.1. In Camera Minutes – February 5, 2020 — Available at Mtg
11.15. Adjournment

Motion
Board of Directors Meeting # 11
February 26, 2020

Item 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:
Seconded:

POSSIBLE AMENDMENT:

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

Moved:
Seconded:

Item 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;

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

Moved:
Seconded:

2

MINUTES

Board of Directors Meeting # 9
January 29, 2020 – 6:00 pm – UC 442

Members Present: Victoria Bali, Molly Brenzel, Anna Canella, Simonne Clout, Sumana Gupta, Jessica Krawitz, Anthony Lenarduzzi, Emmy Luo, Josh Moran, Alan Negrin, Kathleen Nolan, Daniel Ofori-Darko, Ariel Oleynikov, Michael Pacheco (left at 7:00 pm), Matteo Raso, Zachary Rucchin, Lolia Shallouf (left at 6:39 pm), Blakeney Smith, Cameron Stotts

Regrets: Daniah Al-Naseri, Jena Lee Ashley, Emily Bruce (see Item 9.3.1), Briana Green-Ince

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

Chair: Cameron Olesen
Policy & Transition Manager: Earl Evans
Scribe: Sarah Dias

Guests: Thibeca Kengatharan

Overview of Motions

9.2.1. Approve the Agenda

MOTION AS AMENDED: That the agenda for the CSA Board of Directors Meeting on January 29, 2020, be approved as amended:

- To reorder the agenda so that Item 9.9.1: CSA Service Update – Clubs follows Item 9.5: Approval of Past Board Minutes.

Motion as amended carried

9.3.1. GRCGED Representative

MOTION: That Emily Bruce be de-ratified as GRCGED representative on the CSA Board of Directors, effective immediately;

RESOLVED that Jaskiran Sethi be ratified as the Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED) representative on the CSA Board of Directors, effective immediately.

Motion carried

9.5. Approval of Past Board Minutes

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

9.5.1. Board Meeting # 8 – January 15, 2020

Motion carried

9.6. Executive Committee Minutes

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

9.6.1. Meeting # 27 – January 17, 2020
9.6.2. Meeting # 28 – January 21, 2020

Motion carried

9.7. Executive Updates

MOTION: To receive the following Executive Updates as information:

9.7.1 President
9.7.2 VP Student Experience
9.7.3. VP Academic
9.7.4. VP External

Motion carried

9.9.1. Clubs – Thibeca Kengatharan, Clubs Administrative Coordinator

MOTION: To receive the CSA Services Update on Clubs from Thibeca Kengatharan, Clubs Administrative Coordinator, at the CSA Board Meeting on January 29, 2020.

Motion carried

9.10.1. Appoint Hiring Committees (various)

MOTION: To appoint a Hiring Committee for the following positions and to name a Board Member to each Hiring Committee, as follows:

Position	Board Member
Assistant Returning Officer	Anthony Lenarduzzi
Bike Centre Repair Coordinator	Zachary Rucchin
Bike Centre Volunteer Coordinator	Blakeney Smith
FoodBank Volunteer Coordinator	Jessica Krawitz
SafeWalk Volunteer & PR Coordinator	Lolia Shallouf
Student Help and Advocacy Centre (SHAC) Assistant Coordinators (two positions)	Emmy Luo

Motion carried

9.10.2. Policy & Bylaw Review Committee Minutes # 4 – January 23, 2020

MOTION: That the Policy & Bylaw Review Committee (PBRC) Minutes be approved for Meeting # 4 on January 23, 2020.

Motion carried

9.10.3. PDR Committee Minutes – January 28, 2020

MOTION: That the Petitions, Delegations and Responsibilities (PDR) Committee Minutes be approved for the Winter 2020 Meeting # 1 on January 28-29, 2020.

Motion carried

9.11.1. Ratification of CSA General Election Candidates

MOTION: That the following undergraduate students be ratified as candidates in the CSA Winter 2020 General Election:

EXECUTIVE

President:
Tyler Poirier
Nolan Polkinghorne
Zoey Ross

Vice President Student Experience:
Sara Kuwatly

Vice President Academic:
Lindsey Fletcher

Vice President External:
Horeen Hassan

BOARD OF DIRECTORS

College of Arts:
Areej Amer
Aleksander Ginko
Bella Harris

College of Biological Sciences:
Katy Oada
Siddhi Patel
Maya Persram

College of Engineering & Physical Sciences:
Daniah Al-Naseri
Brennan Gambling

College of Social & Applied Human Sciences:
Celine Boumitry
Mason Friebe
Jessica Krawitz
Laura Wilson

Gordon S. Lang School of Business & Economics:
Danielle Beaudoin

Motion carried

9.11.2. Amend Bylaw 2: Electoral, Clause 3.1 re Referendum Questions

MOTION: That Bylaw 2: Electoral, Clause 3.1, be amended to delete references to the Fall semester so that it now reads as follows:

3.1. Referendum questions may be accepted by the CSA Elections Office between the first day and the last day of classes in the semester prior to the election period.

Motion carried

9.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of January 29, 2020 at 7:11 pm.

Motion carried

Agenda # 9 – January 29, 2020

9.0. Call to Order
9.1. Land Acknowledgement
9.2. Adoption of the Agenda
9.2.1. Approve the Agenda
9.3. Ratifications and De-Ratifications
9.3.1. GRCGED Representative
9.4. Comments from the Chair
9.4.1. Introductions and Pronouns

9.5. Approval of Past Board Minutes
9.5.1. Meeting # 8 – January 15, 2020
9.6. Executive Committee Minutes
9.6.1. Meeting # 26 – January 17, 2020
9.6.2. Meeting # 27 – January 21, 2020
9.7. Executive Updates
9.7.1. President
9.7.2. VP Student Experience
9.7.3. VP Academic
9.7.4. VP External
9. 8. Director Reports
9. 9. CSA Services Update and Report
9.9.1. Clubs – Thibeca Kengatharan, Clubs Coordinator
9.10. Committee Updates and Reports
9.10.1. Appoint Hiring Committees (various)
9.10.2. Policy & Bylaw Review Committee Minutes # 4 – January 23, 2020
9.10.3. PDR Committee Minutes – January 28, 2020
9.11. Business
9.11.1. Ratification of CSA General Election Candidates
9.11.2. Amend Bylaw 2: Electoral, Clause 3.1 re Referendum Questions
9.11.3. NOTICE: Amend Bylaw 1, Section 3.0: Board of Directors
9.11.4. NOTICE: Amend Bylaw 1, Section 10.0: Conflict of Interest
9.11.5. NOTICE: Amend Policy Appendix A, Section 4.0: Confidentiality
9.12. New Business
9.13. Announcements
9.14. *In Camera* Session
9.15. Adjournment

Minutes # 9 – January 29, 2020

9.0. Call to Order

Chair Cameron Oleson called the meeting to order at 6:07 pm.

9.1. Land Acknowledgement

Land Acknowledgement by Anthony Lenarduzzi

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, consider our role in the stewardship of Mother Earth and in building relationships with Indigenous people and communities.

9.2. Adoption of the Agenda

9.2.1. Approve the Agenda

MOTION: That the agenda for the CSA Board of Directors Meeting on **January 29, 2020**, be approved as printed and distributed.

Moved: Anthony Lenarduzzi
Seconded: Emmy Luo

MOTION TO AMEND: To reorder the agenda so that Item 9.9.1: CSA Service Update – Clubs follows Item 9.4.1: Introductions and Pronouns.

Moved: Claudia Idzik, VP Student Experieince
Seconded: Alan Negrin

Claudia Idzik: Thibeca is here and she's lovely; I don't want her to have to sit through the whole Board meeting, she is busy.

Vote on Motion to Amend
Motion carried

MOTION AS AMENDED: That the agenda for the CSA Board of Directors Meeting on January 29, 2020, be approved as amended:

- To reorder the agenda so that Item 9.9.1: CSA Service Update – Clubs follows Item 9.5: Approval of Past Board Minutes.

Vote on Motion as Amended
Motion carried

9.3. Ratifications and De-Ratifications

9.3.1. GRCGED Representative

WHEREAS Emily Bruce has submitted her resignation from the CSA Board, effective immediately;

MOTION: That Emily Bruce be de-ratified as GRCGED representative on the CSA Board of Directors, effective immediately;

RESOLVED that **Jaskiran Sethi** be ratified as the Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED) representative on the CSA Board of Directors, effective immediately.

Moved: Anthony Lenarduzzi
Seconded: Ariel Oleynikov

Vote on Motion
Motion carried

9.4. Comments from the Chair

Chair: Good evening everyone, quite a full Board tonight. Happy to see you all here. We do have a Board meeting next week as well. A quick reminder, raise your placard to be on the speaker list or cast your vote; raise your hand for a point of information, order, personal privilege or point of parliamentary procedure. If any questions, please feel free to raise a Point of Parliamentary Procedure to see where to go from here.

9.4.1. Introductions and Pronouns

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

9.5. Approval of Past Board Minutes

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

9.5.1. Board Meeting # 8 – January 15, 2020

Moved: Emmy Luo
Seconded: Jessica Krawitz

Vote on Motion
Motion carried

9.6. Executive Committee Minutes

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

9.6.1. Meeting # 26 – January 17, 2020
9.6.2. Meeting # 27 – January 21, 2020

Moved: Lolia Shallouf
Seconded: Blakeney Smith

Vote on Motion
Motion carried

9.7. Executive Updates

9.7.1. President

Dena Van de Coevering: Hi folks, I'll keep it simple. Typically, my report is only one page but tonight, a bit longer. I wanted to give some detail in regard to the decisions that have been made and conversations that have been had around administration tables, and with student groups in relation to the winter 2020 fees and the student choice initiative being deemed unlawful. So, it is fairly well laid-out in my opinion, in my report. If you have questions, I'd be happy to hear them. Essentially, it identifies the CSA stance and repercussions of it, which is intended to benefit the organization. And moving forward, the greatest part, in my opinion, is not to have to opt out for summer 2020 fees. Any questions for me?

9.7.2. VP Student Experience

Claudia Idzik: Sexy bingo is tomorrow 7 to 9 and 9 to 11, lots of fun. Starting soon, we'll go forward with revitalizing the comfort room, currently in CSA club space. We will have sad lamps and wellness kits, really exciting. Good news on our speaker application, and confirmation for the student market, you can buy prints and stuff, March 31 is when we're looking to host it. If you know any students who are creative and want to sell stuff they make, etc., just spread the word.

9.7.3. VP Academic

Lindsey Fletcher: Happy week four. Hope semesters are going well. Student health and advocacy hours are there for winter; if you need support, they have great support and resources there, including two different lawyers that come in, one on Wednesday one on Thursday. Senate is coming up, fast approaching about a week and a half, excited to share some of the policies from the previous VP, Natalie, are finally going through, and that is to protect the study breaks around thanksgiving and winter semester, so about not having things due around that time. If you are interested in being a student senator, nominations are accepted until the 7th. If any questions, connect with me. Open Ed week is coming up in just a month, so keep your eyes out for that.

9.7.4. VP External

Horeen Hassan: Hi everyone, hope you read my report. There are two really neat groups trying to form this semester. First is the CSA environmental justice collation. I want all the groups to come together, allow them to share resources, ideas, and goals, and updating the great work and sustainability initiatives that are taking place across campus. Another group, meeting tomorrow, is the Racialized Students Constituency. This group is a safer space for racialized students to share experiences at Guelph and work to make campus more inclusive. We will be focusing on cuts to OSAP, grants/loans; I have been tabling and some stories hearing from our students are really disheartening, so I want to bring the stories to the forefront. If anyone wants to be involved, feel free to reach out to me. Or if you have your own personal story or have been impacted, please let me know. I know some of my grants are now being turned into loans, so it's not an uncommon thing, for people who have already graduated are getting these emails.

The Board of Governors did take place on January 22 and I hand-delivered the letter to the Chair and the University President, letting him know we will continue to pressure the university until they divest fossil fuels. I encourage you to share similar letters; it would be nice if the University can start feeling pressure from student organizations. We need to work towards divestment, other universities have made commitments, and Guelph can and will be a leader in divestment.

Canadian Federation of Students is hosting Lobby Week in Ottawa, February 15-22, consisting of meetings with MPs and lobbying them for any student-related issues, high quality post-secondary issues, other issues, climate, indigenous rights, etc. If want to chat more, talk to me after the meeting.

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

9.7.1. President
9.7.2. VP Student Experience
9.7.3. VP Academic
9.7.4. VP External

Moved: Blakeney Smith
Seconded: Matteo Raso

Vote on Motion
Motion carried

9.8. Director Reports

Alan Negrin: I attended the Policy and Bylaw Review Committee, the changes we made, most just grammatical, or name changes to some things.

Cameron Stotts: As the VP mentioned, at the Board of Governors, we try for each meeting to have a theme, this theme was wellness, and wellness around campus. We had a joint parties and planning committee as well as governors committee where we talk about wellness, what resources we can implement across campus and promotion about wellness. So I am asking from you how we might promote wellness, whether that be academically, physically. Any ideas, send myself or Michael an email, and we can see what we can do about it.

Michael Pacheco: No report but will get one, hopefully next time.

Anna Canella: I sat on the PDR Committee, we discussed changes you'll see later on.

Emmy Luo: For CBS, the election period is now open, till January 31. For a few CBS students, now is a good time to get involved.

Anthony Lenarduzzi: We had the PDR meeting, a whole hour and a half giving away money, and we're meeting today to finish giving away the money.

Lolia Shallouf: I was part of the PDR meeting; we did spend all the money and I am really excited about the results.

Blakeney Smith: I sat on the Policy and By law Committee, just changes to language, that's about it; you'll see them later tonight.

9.9. CSA Services Updates and Reports

9.9.1. Clubs – Thibeca Kengatharan, Clubs Administrative Coordinator

This item was discussed earlier in the agenda, as approved under Adoption of the Agenda.

MOTION: To extend speaking rights to the Clubs Administrative Coordinator.

Moved: Matteo Raso
Seconded: Blakeney Smith

Vote on Motion
Motion carried

Thibeca Kengatharan: My name is Thibeca and I am your Clubs Administrative Coordinator. I am responsible for any accreditation that happens or club conflict that may occur. I work in the office with Yeva, who is our Clubs Programming Coordinator, and she primarily does events and Student Event and Risk Management approval, so SERM. We have over 120 clubs that operate through the

CSA office; it's a very busy and fun office. We have the clubs hallway, second floor of UC. We have five meeting rooms, CSA clubs have priority to book the space. We have the club lounge, we have a comfort room, lockers, poster room, which is all accessible to clubs, and we have open access to meeting rooms between 8 am and 11 pm, Monday through Friday. Our semester is really busy with Clubs Days. They run two days in the UC courtyard, a highly attended event, a lot of need for spots. We make sure we are giving first priority to CSA clubs before reaching out to other clubs. Because of such a high demand last semester, we didn't want to turn people away. So we extended Club Days into the UC balcony, but we didn't find it that effective, not a lot of traffic. We didn't do it this semester because there are less clubs in the winter semester compared to the fall.

To be a club, you need to be accredited through the CSA. In the fall semester, the accreditation deadline was October 27 and through the Clubs Tribunal, which has the approvals, and the CSA VP Student Experience, we were able to accredit 122 clubs, including 14 that were new clubs. This semester, we have accreditation coming on February 14. It's just for new clubs or anyone returning that wasn't able to last semester. We are expecting ten new clubs and maybe two returning, so it will be fun to see those new initiatives on campus. To become accredited as a club, one member from the club needs to attend the Clubs General Meeting, where we have SE&RM training and anti-oppression training. This just makes sure that clubs have the tools they need to run events in an anti-oppression manner. A Student Event and Risk Management form needs to be completed on GryphLife. Our coordinator and CSA VP Student Experience approve or deny any SE&RM events; this just ensures that CSA is informed with all events and any risks happening and under CSA insurance. Moving forward, we are working heavily on transition, to ensure our incoming executive for next year are equipped for everything they need. This is thinking about Fall 2020 right now.

MOTION: To receive the CSA Services Update on Clubs from Thibeca Kengatharan, Clubs Administrative Coordinator, at the CSA Board Meeting on January 29, 2020.

Moved: Matteo Raso
Seconded: Anthony Lenarduzzi

Vote on Motion
Motion carried

9.10. Committee Updates and Reports

9.10.1. Appoint Hiring Committees (various)

Moved: Alan Negrin
Seconded: Blakeney Smith

Emmy Luo: I'll volunteer to sit on SHAC.
Jessica Krawitz: I will volunteer for FoodBank**.**
Sumana Gupta: I'd like to volunteer for SHAC.
Blakeney Smith: I will volunteer for Bike Centre.
Lolia Shallouf: Volunteer for SafeWalk.
Anthony Lenarduzzi: Assistant Returning Officer.
Zachary Rucchin: I will volunteer for Bike Repair.
Anna Canella: Is it all filled?
Chair: Yes, and two for SHAC, so we will have to do a vote.
Lindsey Fletcher: We are hiring two Assistant Coordinators, but we require only one volunteer.
Sumana Gupta: I will withdraw.
Horeen Hassan: Who was approved for FoodBank?
Chair: Member Krawitz

WHEREAS the CSA will soon begin its Round 2 hiring process for the 2020-2021 term; and

WHEREAS one CSA Board Member is required to participate on each Hiring Committee;

MOTION: To appoint a Hiring Committee for the following positions and to name a Board Member to each Hiring Committee, as follows:

Position	Board Member
Assistant Returning Officer	Anthony Lenarduzzi
Bike Centre Repair Coordinator	Zachary Rucchin
Bike Centre Volunteer Coordinator	Blakeney Smith
FoodBank Volunteer Coordinator	Jessica Krawitz
SafeWalk Volunteer & PR Coordinator	Lolia Shallouf
Student Help and Advocacy Centre (SHAC) Assistant Coordinators (two positions)	Emmy Luo

Vote on Motion
Motion carried

9.10.2. Policy & Bylaw Review Committee Minutes # 4 – January 23, 2020

MOTION: That the Policy & Bylaw Review Committee (PBRC) Minutes be approved for Meeting # 4 on January 23, 2020.

Moved: Ariel Olenyikov
Seconded: Lolia Shallouf

Vote on Motion
Motion carried

9.10.3. PDR Committee Minutes – January 28, 2020

President: It was intended that these be emailed; I can email them to you now to have potential discussion, and potential approval.
Chair: Sure, that would be fine. In fact, I'll entertain a motion for a recess.

MOTION: For a ten-minute recess

Moved: Lindsey Fletcher, VP Academic
Seconded: Emmy Luo

Vote on Motion
Motion carried

At 6:46 pm, the Chair called the meeting back into session.

MOTION: That the Petitions, Delegations and Responsibilities (PDR) Committee Minutes be approved for the Winter 2020 Meeting # 1 on January 28-29, 2020.

Moved: Ariel Oleynikov
Seconded: Matteo Raso

Vote on Motion
Motion carried

9.11. Business

9.11.1. Ratification of CSA General Election Candidates

MOTION: That the following undergraduate students be ratified as candidates in the CSA Winter 2020 General Election:

EXECUTIVE

President:
Tyler Poirier
Nolan Polkinghorne
Zoey Ross

Vice President Student Experience:
Sara Kuwatly

Vice President Academic:
Lindsey Fletcher

Vice President External:
Horeen Hassan

BOARD OF DIRECTORS

College of Arts:
Areej Amer
Aleksander Ginko
Bella Harris

College of Biological Sciences:
Katy Oada
Siddhi Patel
Maya Persram

College of Engineering & Physical Sciences:
Daniah Al-Naseri
Brennan Gambling

College of Social & Applied Human Sciences:
Celine Boumitry
Mason Friebe
Jessica Krawitz
Laura Wilson

Gordon S. Lang School of Business & Economics:
Danielle Beaudoin

Moved: Emmy Luo
Seconded: Ariel Oleynikov

Vote on Motion
Motion carried

9.11.2. Amend Bylaw 2: Electoral, Clause 3.1 re Referendum Questions

WHEREAS Policy Appendix G: CSA Electoral was amended on April 3, 2019 so that referendum questions may take place during the "Elections period" rather than only during the "General Elections period", as previously stated;
WHEREAS the related bylaw should reflect the same wording as the policy;

MOTION: That Bylaw 2: Electoral, Clause 3.1, be amended to delete references to the Fall semester so that it now reads as follows:

3.1. Referendum questions may be accepted by the CSA Elections Office between the first day and the last day of classes in the semester prior to the election period.

Moved: Blakeney Smith
Seconded: Simonne Clout

Anna Canella: Are we striking out "for further information"?

PTM: I will take it out unless the Board feels strongly about it. It's in the bylaw so I didn't think we needed to tell people to go to the policy when it is explained in the bylaw.

Anna Canella: Understood.

Chair: This requires a roll call vote with a two-thirds majority. One moment, I need to make sure I am following the agenda. I'll call names for in favour:

Roll Call Vote on Motion

In favour:

Victoria Bali
Molly Brenzel
Anna Canella
Simonne Clout
Sumana Gupta
Jessica Krawitz
Anthony Lendarduzzi
Emmy Luo
Josh Moran
Alan Negrin
Daniel Ofori-Darko
Ariel Oleynikov
Michael Pachecho
Matteo Raso
Zachary Rucchin
Jaskarin Sethi
Blakeney Smith
Cameron Stotts

Chair: With 18 in favour and 0 opposed, the bylaw amendment is passed.

Motion carried

9.11.3. NOTICE: 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.

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

9.11.4. NOTICE: 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.

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

9.11.5. NOTICE: 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.

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

9.12. New Business

9.13. Announcements

PTM: There is a Board meeting next week, one week from tonight. In two weeks, we have the AGM, hoping that everyone will attend. We will have the agenda for next week and it will be on the website as soon as we can. We are working very

hard on the CSA General Election; the campaign starts on February 3, voting takes place from February 10-14; I am hoping that everyone votes.
President: Thank you for your patience, the AGM is a critical part of being a non-profit organization. Please encourage your friends to attend. Beyond that, recognizing that midterms are upon us, and we have meetings three weeks in a row, we are attempting to make next week's meeting short. More information on Monday, but we're trying our best with less business.
Claudia Idzik: I have a grad school interview, so please give me tips.
Horeen Hassan: Echoing what Dena said, it's important to bring friends out to the AGM. This is where student democracy happens, and on that topic, this meeting isn't for us to talk at you, but for you to bring whatever it is you want us to do. We'll try to work with whatever issue, whatever you are passionate about; this is your Board. Also, I am wearing a CFRU t-shirt; if you want, you can purchase it for $20 and we can all match.
Lindsey Fletcher: Two days to see my dog. And Frosty Mug was great.

[Technical difficulties with audio recording.
Not all announcements are summarized fully.]

Daniel Ofori-Darko: Nominations for our college positions are open until January 31. Lots of events coming up. We plan to make a team for Relay for Life, we're partnering with EngiQueers of EngSoc for a Valentine's Day Photo Booth in the Science Complex or Thorn. We have a Smash Bros E-sport tournament which should be cool. And our Women in STEM conference will be held on March 28.
Cameron Stotts: As Daniel said, Relay for Life, make a team, promote as much as you can, March 7.
Sumana Gupta: Underground Journal Guelph wrote to protest Fossil Fuels. Guelph Classic Society. Gendered sexuality. Bell let's talk, check on your friends today and everyday.
Anna Canella: We run a conference for sustainability, planning events for undeclared business students, one with amazon prime.
Zachary Rucchin: No major announcements, but for Bell Talks, do the video or filter, highly recommended.
Ariel Oleynikov: Build A Band, get to be put in a band with people you don't know, February 12, sign up in Brass Taps, $5 which goes towards the pot. February 13 performance at the Bullring is catered, faculty might also be performing. Running college formal with CSAHS-SA on March 13 in PCH; it is 20s themed and catered; tickets not more than $15. Also, an event for movies of mental health. Remember mental health is important everyday. Bell is problematic, so if you find another company to support, that might be good.
Emmy Luo: Due January 31, research info tonight if interested. Monday, February 3, have ultimate game night in Brass Taps. Some interesting articles that point to Bell involvement with prison phone network, so a problematic relationship.

Jaskiran Sethi: Excited to be here. Event which is self-defense class for women, February 11 from 5:30 to 7:00 pm, completely free, and another complete course March 7 and 8, usually $250 but subsidized to $50 for person. Twenty-five seats, and the one on February 11 will be as many as we can fit into PCH, so spread the message.
Anthony Lenarduzzi: Nominations are open until Friday, CSAH week is the week after Reading Week, an event across campus. Reminder that comments online hurt people, so if you see people making a mean comment, report it.
Josh Moran: OAC has had a busy week, we had our annual hockey tournament. Tonight's pub theme is neon pub. The mental health promotion video is all recorded now we just need to piece it together and add music.
Chair: As much as we approve bylaws at the Board level, the final takes place at the AGM, so please come out. We need quorum for all the bylaw amendments.

9.14. *In Camera* Session

9.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of January 29, 2020 at 7:11 pm.

Moved: Lindsey Fletcher, VP Academic
Seconded: Daniel Oforio-Darko

Vote on Motion
Motion carried

Approved by the Board of Directors Date: _____

Signed _____ Date: _____
Cameron Olesen
Board Chair, 2019-2020

Signed _____ Date: _____
Earl Evans
Policy and Transition Manager
2019-2020

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

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

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

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.

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)

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 invoices 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

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

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.

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,

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

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

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

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: Lolia 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
Lolia Shallouf
Blakeney Smith

Absent (7):
Jena Lee Ashley
Jessica Krawitz
Emmy Luo
Alan Negrin
Ariel Oleynikov
Michael Pacheco
Cameron Stotts

Chair: With 15 in favour, and one abstension, 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: Lolia 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.

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.

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.

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)
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: 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 your friends 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

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 _____ Date: _____
Cameron Olesen
Board Chair, 2019-2020

Signed _____ Date: _____
Earl Evans
Policy and Transition Manager
2019-2020

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 1:17 pm.

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 7. I'm completely off February 10. 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 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.

Executive further discussed issues related to the PTM hiring and other confidential HR matters that correlate to the candidate's package.

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. Executive 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 pm

ACTION: VPA send requests to Promo
ACTION: VPA meet with VPE to discuss action on access to education.
ACTION:

Executive Update # 10

Dena Van de Coevering – President
Office: UC 248A
519-824-4120 ext. 54408
csapresident@uoguelph.ca
February 26, 2020

Hello Directors! Welcome back from Reading Week!

In the previous Board report, I reflected our organization's indicators of success. Our second indicator of success is, Executive members represent students accurately and confidently, based on knowledge of what students want that comes from having consulted meaningfully with them. Through meeting with students, having surveys on social media and other avenues, our Executive want to be informed by the student experience to better represent the collective needs of our students.

I would like to extend a thank you to the Board of Directors that took on various roles that supported our Annual General Meeting. A second thank you to Directors for supporting our General Election. Your support will be greatly valued during our upcoming By-Election to help promote the VP Academic position, and the election itself.

For your reference, my job, duties, and responsibilities are outlined in **Policy Manual, Appendix A, Section 14.3. – President**.

1. Committee Meetings
   - Executive Committee
   - CSA/GSA Transit Committee, discussion focused on the late-night bus routes and contract
   - Student Leaders and Admin Meeting – discussions covered SCI and international student fees
   - Student Executive Council, highlighted AGM, General Election voting

2. Other Meetings
   - Core Staff meetings, on-going weekly touch base meeting with Core staff
   - Executive Transition Planning, debrief meeting with PTM to reflect and to understand how to improve it for this year's incoming and future Executive
   - PTM Hiring Overview preparation and interviews, a hiring report will come to the Board once the process has been completed

3. Day-to-Day Life at CSA
   - Hosted our Annual General Meeting, maintained quorum for the entire meeting!
   - General Elections are complete, to be ratified at our Board meeting
   - Pilot student used of Guelph Transit's tap system
   - Joint Health and Safety Committee, hosting a Sleep Hygiene Awareness Campaign throughout the month of February

4. Student Choice Initiative (SCI) Update
   - As of Thursday, February 20 there has not been confirmation from the university regarding the status of Winter 2020 'optional' fees and Summer 2020, beyond conversations that have identified not retro-actively billing or opening the Summer 2020 window.

If you have questions about the above or other CSA related questions, please ask!

Hi everyone,

Hope everyone had a restful reading week! Our office was open, so we were all hard at work.

Welcome back. I look forward to sharing some good news regarding some projects I've been alluding to.

#SOTW:
Hot Rod by Dayglow

Important Dates:
February 27: Sexy Bingo
March 5: Bill Nye
March 31: Guelph Student Market

For your reference, my job, duties, and responsibilities are outlined in **Policy Manual, Appendix A, Section 14.4. – Vice President Student Experience**.

Events:

Bill Nye (The Science Guy)
I can finally announce this on record, the first place this has been on the record since a couple of executive meetings have been cancelled. Bill Nye is coming to campus! This has been the big speaker event I was alluding to for a couple of months. We received $7000 from SLEF for this event as well. More tickets went on sale earlier today. I've done a lot of good promo with Orbax.

Guelph Student Market
I've confirmed the University Centre Courtyard for a student market on March 31st. If you have any friends that are creative, or make any art, or have anything they'd like to sell, whether it be prints, zines, mugs, keychains, CD's, anything- let me know! The application has gone live on some of our social media channels. If you want me to send you a link to pass along, let me know.

Ongoing Projects:

Comfort Room:
$1000 was approved for this project from SLEF. During the reading week, my main priority was working towards the room. I've updated some content, including signs for the SAD lamps and the art therapy kits. Our promotions is working on updated posters. I've contacted Wellness for resources and information on resources.

Committees:

University Centre Board: Met with both the executive committee, and the programming committee, which I am the chair of. We brought forward a motion for more student booths at Fair November.

Homecoming Committees: I'm on multiple homecoming committees and working groups to ensure a successful homecoming in September. The committee is looking at an evening concert, as there has been in the past, the night of homecoming, as well as other exciting activities.

Other:

- I am currently on five hiring committees, so I have been diligently working on prep work and spending time on interviews and job descriptions
- Met with the Elections ARO to tweak the social media policies, now including Instagram in promotions for future elections

Executive Update # 10

Lindsey Fletcher – VP Academic
Office: UC 249
519-824-4120 ext. 56742
csavpacademic@uoguelph.ca
February 24, 2020

Welcome back from Reading Week!

I hope you all had a restful break and are ready for the last half of this semester. If you'd like more information about specific projects/committees, please reach out! I'd be happy to meet with you to discuss it further. For your reference, my job, duties, and responsibilities are outlined in **Policy Manual, Appendix A, Section 14.5. – Vice President Academic**.

1. Acknowledgements / Highlights

- Thank you to those who attended the AGM
- The CSA is hiring – check out the website for postings and tell your friends!
- Senate and Board of Governors elections are open for voting until March 2

2. Internal CSA

- Working on upcoming hiring committees for SHAC
- Supporting VPSE with Sexy Bingo, Bill Nye, and Calm Space rejuvenation!
- Looking to host an academic campaign/initiative/event later in the semester – more info to come soon
- *Student Memorial Service* – Meeting with the Arboretum Director to discuss the grove
- *CAPCOM* – if you are on this committee, please email me back with your availability ASAP!

3. University Meetings/Committees

- **Student Leaders and Administration Meeting**
  - February 25 – Discussing divestment, taxi access, student-to-faculty ratio, & more
- **Positive Spaces Committee**
  - Mid-March – Beginning Positive Space training module trials for engaging with the LGBTQ2S+ community
- **Senate and Standing Committees**
  - Weekly – Calendar Review Committee – many course/program changes coming forward in the next few weeks – if you have questions or concerns, let me know!
  - March 12 – Board of Undergraduate Studies
  - March 30 – Senate meeting – Student Senate Caucus the week prior
  - Currently undergoing a governance review – meeting with Secretariat about this
- **Student Evaluation of Teaching and Courses Steering Committee**
  - Ongoing – Working to revamp the Teaching Evaluation system, with expected implementation to be Fall 2020
- **Experiential Learning Committee**
  - Ongoing – Reviewing the format of the co-curricular transcript and how it is integrated for student services

Executive Update # 10
Lindsey Fletcher – VP Academic
Office: UC 249
519-824-4120 ext. 56742
csavpacademic@uoguelph.ca
February 24, 2020

4. Events/Conferences/Trainings

- **Open Education Week**
  - March 2-6, 2020 - International movement to raise awareness about open education resources and its impact on teaching and learning worldwide
  - March 3 from 1-3 pm in the Library lobby - The OACCTF will be hosting an event with free coffee and treats!
- **Teaching Excellence Award**
  - This is the last week for Teaching Excellence Award nominations – please submit them to me via email or in person by 4:00 pm on February 28
  - More information can be found at csaonline.ca/TEA or by contacting me

5. Working with You!

- Want to work with me on a committee, event, or project? Let's chat! Feel free to send me an email with your availability and we can set up a meeting
- If you have accessibility needs that are not currently met working with #yourCSA, please reach out to me or our PTM! We want to ensure you can participate to your fullest

6. Personal Updates

- I spent five days in the mountains for a nice break – lots of hiking and delicious food
- I was accepted for grad school!!!
- 66 days left of me as #yourCSA VP Academic :)

Executive Update # 10

Horeen Hassan – VP External
Office: UC 250
519-824-4120 ext. 56376
csavpexternal@uoguelph.ca
February 26, 2020

Hi friends!

I hope Reading Week went well and everyone had a chance to get some readings done! I'm pleased that the Annual General Meeting had quorum all the way through. Thank you so much to the Board members who joined me to table. The past few weeks have been busy and there is a lot going on with hiring committees, transition, and of course BILL NYE! The news has been keeping me down a bit, but now's the time to act and start mobilizing!

For your reference, my job, duties, and responsibilities can be found in our Policy Manual, **Appendix A, Section 14.6. – Vice President External**.

EXTERNAL AFFAIRS AND COMMITTEES

- **Guelph Wellington Coalition for Social Justice (GWCSJ)** – Last meeting took place February 11.
- **Guelph District Labour Council** – The Ontario Federation of Labour hosted a rally against the cuts made by the Conservative government on February 22 at the Scotiabank Convention Centre in Niagara Falls where the PC government was having their Policy Convention. Thanks to those that attended with me.
- **Town and Gown Committee Meeting** – Last meeting took place February 13. There were conversations around St. Patrick's Day, Homecoming, and student housing.

LOCAL AFFAIRS AND COMMITTEES

- **Parking Appeals Committee –** The first Parking Appeals committee I attended took place January 9. The next meeting is March 5.
- **CSA/GSA Transit Committee** – Last meeting took place February 13. The committee is deciding between two late night transit service proposals for the coming year.
- **Ethical Purchasing Committee** – Last meeting took place January 23. This committee needs a lot of work. It is an advisory group that does not do much. My hope is to restructure it a bit and expand its mandate to tackle the presence of unethical products on our campus.
- **Racialized Students Constituency** – This group meets every week on Thursday from 4:00-5:30 pm. The students that attend these meetings are grateful for the space. I hope to do more promo around this group to get more students out.

CAMPAIGNS

- **We The Students** – Campaign demands more grants not loans, the elimination of tuition fees for all students, increased public funding for public education, protection of students' independent voices, and the right to organize. There will be a greater focus on

Horeen Hassan – VP External
Office: UC 250
519-824-4120 ext. 56376
csavpexternal@uoguelph.ca
February 26, 2020

the cuts to OSAP for the remaining semester and more outreach about this issue. I have been collecting OSAP stories from students and hope to display them sometime soon.

- **Fairness for International Students** – The university has announced that tuition fees are going up for International students. The fee increase is anywhere from 10% - 15% depending on the program. This is a heavy hit impacting our International students who already pay the highest tuition fees in the country.
- **No Islamophobia** – The Muslim Student Association (MSA) is hosting their Islamic Awareness week this week. Drop by and chat!
- **Fossil Free Guelph (FFG)** – This group meets regularly every Monday from 5:00-6:30 pm. Feel free to reach out if you'd like to join.
- **TapIN/Water is a Human Right** – "Love Water, Break up with Plastic" was a valentine's day event on February 14 where students wrote valentines day notes to Ed Townsley from Hospitality Services. These notes called on Hospitality to go plastic free.
- **Solidarity Fundraiser** – Groups from across campus are interested in hosting a fundraiser in solidarity with the Wet'suwet'en Nation. I will be working to make this happen throughout the week.

Canadian Federation of Students (CFS)/LOCAL 54 REPRESENTATION

- **CFS Lobby Week** – I attended the National CFS Lobby week from February 17-21. The CFS Ontario Lobby week is taking place from February 24-27, we have sent a delegate from Guelph.

Item 11.10.1.
Policy & Bylaw Review Committee Report

Report to the CSA Board of Directors:

The Policy and Bylaw Review Committee (PBRC) is a CSA standing committee that is outlined in Appendix A: Internal CSA Policy (Section 2.6). PBRC responsibilities include developing and reviewing CSA bylaws and policies, and recommending these changes to the Board of Directors.

PBRC membership:

- Ariel Oleynikov (Director) – Vice-Chair
- Anna Canella (Director)
- Alan Negrin (Director
- Aoife Pucchio (CSA Member)
- Matteo Raso (Director)
- Blakeney Smith (Director)
- CSA Executive Members:
  - Dena Van de Coevering (President)
  - Lindsey Fletcher (VP Academic)
  - Horeen Hassan (VP External)
- Earl Evans (PTM) – Chair

Four PBRC meetings scheduled this year (to date) but the first two did not meet quorum:

- October 3, 2019
- October 16, 2019
- November 21, 2019
- January 23, 2020

PBRC accomplishments 2019-2020 (to date):

Bylaw Amendments

Bylaw 1 – Organizational (Date of Board Approval)
- Section 3.1.2: Board Composition (February 5, 2020)
- Section 10.0: Conflict of Interest (February 5, 2020)

Bylaw 2 – Electoral (Date of Board Approval)
- Section 3.1: Referendum Questions (January 29, 2020)
- Section 3.2: Referendum Quorum (September 25, 2019)

CSA Policy Manual Amendments

- Appendix A: Internal Policy
  - Section 4.0 re Confidentiality (February 5, 2020)

Strengths This Year

- Strong foundation from last year's PBRC
- Strong contribution from Executive and staff
- CSA member participation

Future Tasks:

- Appendix C: Human Resources Policy
  - Discussion between the PTM and the Business Manager has taken place.
- Appendix F: Clubs Handbook
  - Discussion between the PTM and the Clubs Administrator has taken place.

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:

Seconded:

Winter 2020 General Election Report

Unofficial Results

Executive Candidates – *Quorum: 2051 / Ballots submitted: 2094*

- Who do you support for the position of President?
  - **Tyler Poirier: 732**
  - Nolan Polkinghorne: 487
  - Zoey Ross: 364
  - Decline: 216
  - Abstain: 295

- Do you support **Sara Kuwatly** to be the CSA Vice President Student Experience?
  - **Yes: 1457**
  - No: 64
  - Decline: 242
  - Abstain: 331

- Do you support **Horeen Hassan** to be the CSA Vice President External?
  - **Yes: 1383**
  - No: 111
  - Decline: 247
  - Abstain: 353

College-At-Large Candidates

→ College of Social and Applied Human Sciences At-Large Representatives
  - Quorum: 482 / Ballots submitted: 577
    - Celine Boumitry: 115
    - **Jessica Krawitz: 173**
    - **Laura Wilson: 180**
    - Mason Friebe: 109
    - Decline: 135
    - Abstain: 92

→ College of Engineering and Physical Sciences At-Large Representative
  - **Quorum: 341 / Ballots submitted: 301**
    QUORUM NOT MET
    - Daniah Al-Naseri: 154
    - Brennan Gambling: 150
    - Decline: 44
    - Abstain: 47

→ College of Business and Economics At-Large Representatives
- **Quorum: 369 / Ballots submitted: 253**
  QUORUM NOT MET
  - Danielle Beaudoin: 157
  - No: 15
  - Decline: 20
  - Abstain: 61

→ College of Biological Sciences At-Large Representatives
- **Quorum: 429 / Ballots submitted: 485**
  - **Maya Persram: 175**
  - Siddhi Patel: 139
  - **Katy Oada**: 209
  - Decline: 63
  - Abstain: 94

→ College of Arts At-Large Representatives
- **Quorum: 179 / Ballots submitted: 311**
  - Aleksander Ginko: 74
  - **Bella Harris: 111**
  - **Areej Amer: 129**
  - Decline: 38
  - Abstain: 54

There were no referendum questions on the ballot.

N.B. VP Academic position remains vacant as no candidates ran in the election.

<u>Participation:</u>

Due to an error during the setup of the ballots, students in the College of Arts did not have a ballot for their college At-Large candidates in their original email. This error was correct within two hours of the original ballot being set out. An updated e-ballot was sent to students in the College of Arts. No further issues with regards to participation were reported.

CSA ELECTIONS

General Report:

The Elections Office was able to conduct the electoral process and managed to meet quorum for the Executive and most of the Board positions. There were no campaign infractions to be reported, as well as no appeals regarding any decisions that were made by our office.

Nominations for both the Executive and College At-Large positions were held from January 17-24. Nomination package were available on the CSA website prior to the Christmas break with the goal of giving students additional time to reflect on nominating themselves. Nominations were promoted through social media, posters, banners and the Elections Office tabling in the UC Courtyard (including during clubs' days). Posters were also distributed by Interhall Council in residence buildings. Board members and CSA were also informed of the election timeline and were encouraged to reach out to their networks in order to personal engage more students. Overall, 20 students were nominated (6 Executive, 14 Board), a significant increase over last year.

Between the nomination deadline and the All-Candidates meetings on January 27 and 28, nominations were verified by taking a random assortment of roughly 10% of their seconders and verifying their status as an undergraduate, as well as their college, through data obtained from the Registrar's Office. During this time, nominees also submitted their bios and photos to the Elections Office, and these were posted on the CSA website. During the two All-Candidates meetings, the All-Candidates packages along with all relevant policy and by-law was reviewed. These packages contained information regarding roles and responsibilities, the election timeline, election policy, social media rules, campaign infractions, budgetary rules, and our contact information. Candidates were also allotted their campaign budgets, along with being provided the opportunity to have any questions answered. Most of the questions received focused on the social media guidelines for campaigning.

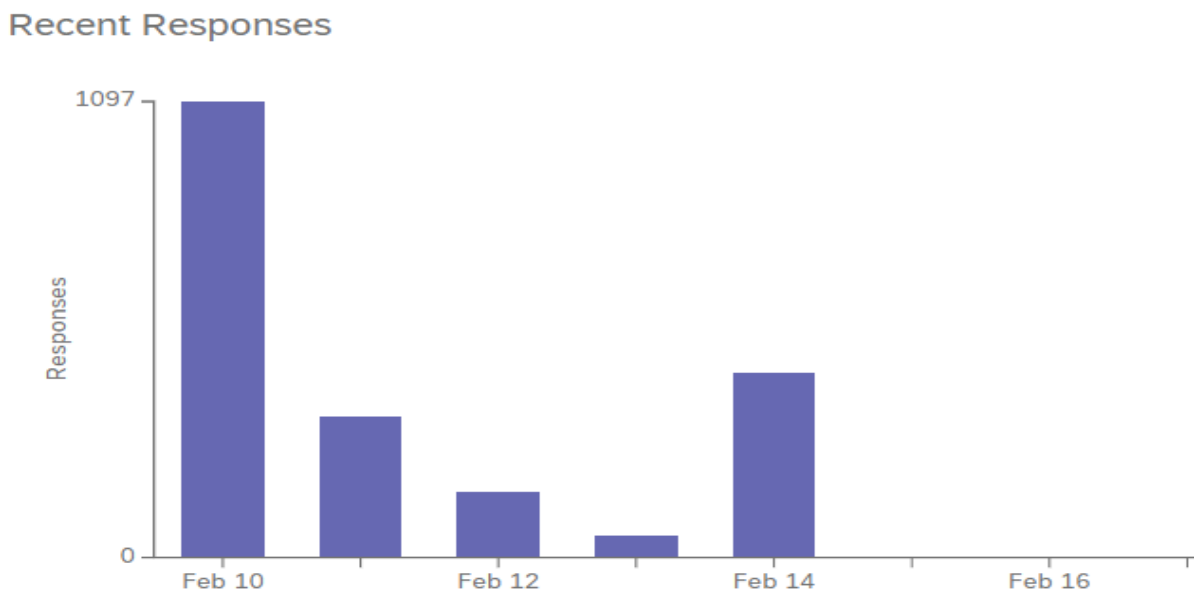
Following the All-Candidates Meeting, candidates were permitted to prep their campaign. Activities undertaken included creating posters, having them approved by our office, submitting them to the CSA Front Office for poster run, making buttons, prepping social media pages before making them public, etc. Prior to the beginning of the campaign period, one Board of Directors candidate withdrew their nomination.

The campaign period began on February 3. Responsibilities during this time included:

- Promoting the election on social media and through tabling in the UC.
- Monitoring candidates' activity on social media.
- Going around campus to ensure posters were approved and in approved locations.
- Reviewing policy to answer candidates' questions.
- Coordinating with the CSA Executive on election promotion on the main CSA social media accounts.

- Continuing to approve candidates' posters.
- Coordinating the All-Executive Forum, and drafting questions for this forum.
- Reaching out to the colleges and the current Board of Directors in an effort to have them promote the election.
- Building the ballot.

Candidates were also given the opportunity to campaign during the AGM (prior to business beginning) as the AGM fell in the middle of the voting period. Due to the recommendation of previous CRO's the voting period was five days. However, as show below, the additional days did not appear to increase voter turnout. In addition, some candidates expressed the challenges they faced having to get out the vote over a longer period. The ballot was resent on the final voting day to students who had yet to complete their ballot. This notably increased turnout on February 14 and insured that quorum for Executive candidates was met.



Following the close of the poll, the unofficial results were released to candidates on February 17th. As this was a holiday, results were posted on the CSA website the next day, Tuesday February 18th. It was realized quorum for the College of Engineering and Physical Sciences (CEPS) and the Lang School of Business was not reached.

Recommendations:

- Better promotion to certain colleges to encourage participation and voter turnout
- Candidates to run on more detailed platforms, expanding the 150 word limit
- Online/ Social Media Q&A with Candidates
- Changing the format of the Executive Candidates Forum
- More Tabling Events/ Outreach events
- Contacting CCS to better improve the ballot emails
- Changing the voting period to four days.

Patrick MacCarthy, Chief Returning Officer
February 24, 2020

Candidates' Package:
Executive Positions

Winter 2020 By-Election

To be presented for CSA Board approval on February 26, 2020

TABLE OF CONTENTS

TO ALL CANDIDATES IN THE CSA BY-ELECTION	3
CONTACT INFORMATION	4
RULES AND RESPONSIBILITIES:	
CSA MISSION, VISION, AND VALUES	5
CORPORATE ORGANIZATIONAL CHART	6
CANDIDATE COMMITMENT FORM – EXECUTIVE	7
RESPONSIBILITIES OF THE VICE PRESIDENT ACADEMIC	9
ELECTION GUIDELINES:	
IMPORTANT POINTS TO REMEMBER	11
IMPORTANT DATES	12
POSTERING	13
ELECTIONS GUIDELEINES FOR E-MAIL LISTSERVS	15
SOCIAL MEDIA GUIDELINES	16
CAMPAIGNING	17
ABUSE OF POSITION	19
CAMPAIGN INFRACTIONS	20
CSA BOARD OF DIRECTORS MEETING SCHEDULE	23

TO ALL CANDIDATES IN THE CSA BY-ELECTION

First, we would like to congratulate you on being nominated for a position at the 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 in person or by telephone, but only e-mail and written communications 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 so 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.

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)

Andrew Kuttain
Assistant Returning Officer (ARO)

CONTACT INFORMATION			
CSA Election Office Central Student Association UC, Level 2: Room 267			
Name	**Position**	**Contact Info**	**Office Hours**
Patrick MacCarthy	**Chief Returning Officer (CRO)**	csacro @uoguelph.ca	Monday 1:00 - 4:00 pm Wednesday 1:00 - 4:00 pm Friday 9:00 - 11:00 am
Andrew Kuttain	**Assistant Returning Officer (ARO)**	csaaro @uoguelph.ca	
Dena Van de Coevering	**CSA President**	csapresident @uoguelph.ca	
Earl Evans	**Policy & Transition Manager**	csaptm @uoguelph.ca	

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.

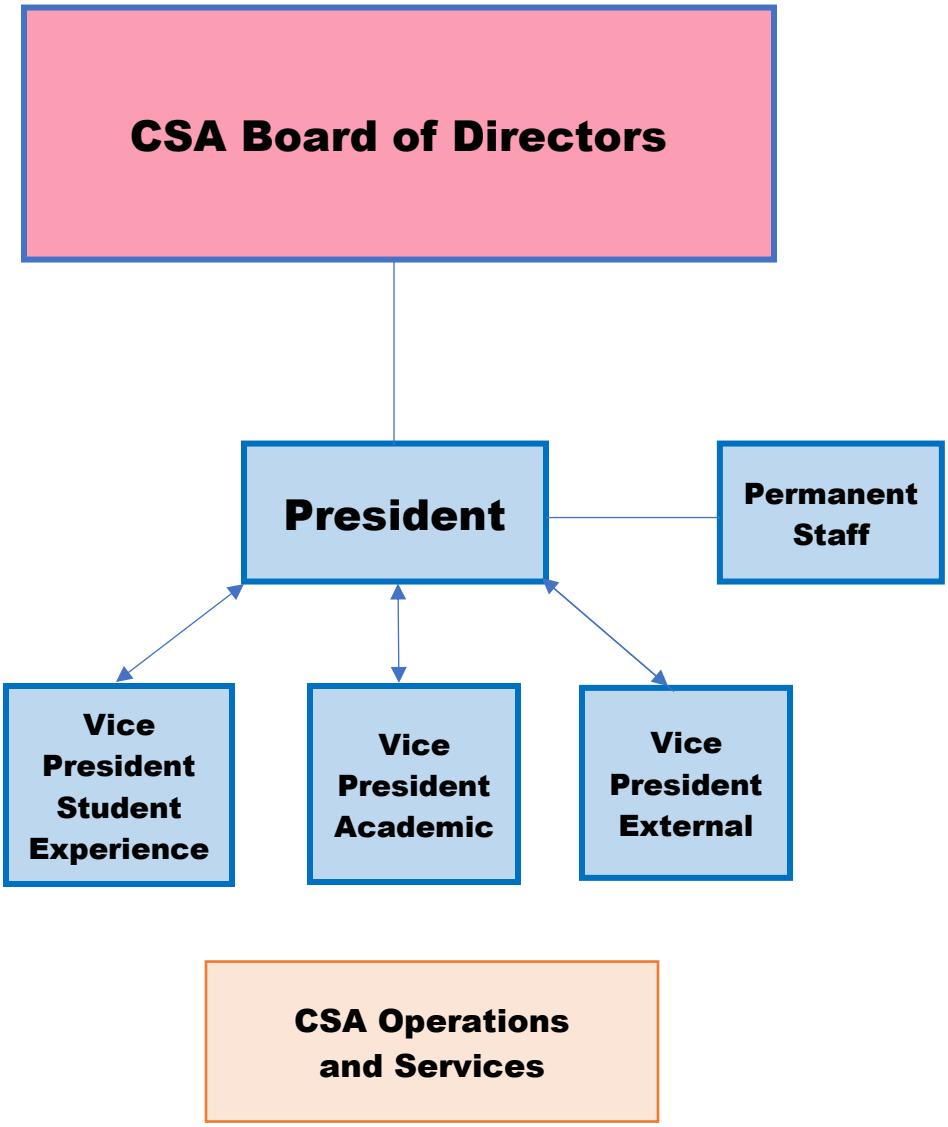
Our Approach

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



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);
- 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;
- Limit enrollment to no more than 1.00 credit per semester *(under review)*
- Limit secondary employment or outside commitments to no more than 15 hours per week;
- 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.

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.
-

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.

All printed posters or banners must be approved by the Elections Office in person prior to being posted.

Only email communications will be considered official. Facebook messages and other social media posts will not be considered as official communication to the Elections Office. Text messages to the CRO and ARO regarding elections, throughout the elections process, are not permitted and will be ignored unless they are used to arrange an appointment with the CRO.

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, March 23, 2020 at 4:30 pm.** Candidates must retain all receipts of expenses incurred during the campaign.

Campaigning may take place on campus only. We ask that candidates and referendum teams use their best judgement to campaign at times that are appropriate, and respect students' 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.**

IMPORTANT DATES

Winter 2020 By-Election Timelines

Nominations:
Wednesday, February 26, 2020 to Tuesday, March 3, 2020 (4:30 pm)

All-Candidates' Meeting:
Wednesday, March 4, 2020 (5:30pm)

By-Election Campaign:
Monday, March 9, 2020 to Wednesday, March 18, 2020

By-Election Voting:
Thursday, March 12, 2020 to Wednesday, March 18, 2020

Announcement of Unofficial Results:
Thursday, March 19, 2020

Submit Final Budget Form and Unspent Money:
Monday, March 23, 2020 (4:30pm)

Board Ratification:
Wednesday, March 25, 2020

Submit list of campaign volunteers to Elections Office
Monday, March 9, 2020 (by 4:30 pm)

During CRO/ARO Office Hours
and CSA Election Poster Run
Submit posters by Friday, March 6, 2020

All Day Staff Training (Executive to attend):
Saturday, March 28, 2020

Executive Transition Program (Mandatory):
Monday, April 27 to Wednesday, April 29, 2020

Board Training (Mandatory):
Saturday, September 12, 2020 10:00 am to 3:00 pm UC 442

POSTERING

Posters are permitted in the following locations only:

Thornborough:
One outside the south exit of Thorn 1200, one outside the student lounge and one in the main hallway

Athletic Centre:
One inside main entrance

Rozanski:
Four inside main lobby

Bullring:
One inside each entrance

Library:
One inside main entrance

Landscape Architecture:
Two boards near room 204

Lifetime Learning Centre:
One small board near OVC bookstore

MacKinnon:
One board behind tables in main lobby/entrance, one board by accessible entrance, one board by study tables, one board in basement hallway, one board by music practice cubicles, one board in middle of main hallway by the stairs, one board in middle of second floor hallway by the stairs/ AV loan centre, and one board by coffee shop in the MacKinnon extension

MacDonald Institute (FACS):
One inside main entrance near cafeteria

Alexander Hall:
One board on the third-floor close to entrance facing the Science Complex, one board on the first floor past main entrance

MacNaughton:
One on the first floor around the corner from the elevators, one on the second floor around the corner from the elevators. One on first floor outside bookstore

Science Complex:
Four boards in the Computer Science hallway, three boards on the second floor, and three boards on the third-floor close to the main stair well on the left side.

Zavitz:
One in the main lobby (left side of board

Animal Science and Nutrition:
One at the end of the main hallway

Crop Science:
One board in main hallway

Food Science:
One small board near exit closest to the Pathobiology building

Pathobiology:
One board near classroom

Hockey Arena:
One board near Red Rink

Residence Buildings:
Off limits to candidates for postering or campaigning. The CSA Elections Office will promote the election and candidates in residences on behalf the candidates.

University Centre:
Do not put these up yourself. Submit six copies to the UC Admin (UC 266)

All printed Posters and Banners <u>must</u> 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
- Stamp of approval from CRO
- Voting period information
- CSA Elections website address: https://csaonline.ca/elections-and-referendums
- The following statement: "Please Recycle After the Election"

Ensure that there is room on your poster for the CRO approval stamp (approximately 2 x 2 inches). **<u>ONLY</u>** posters require the CRO approval stamp

Printed Posters and Banners must <u>not</u> 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.
    - If the candidate fails to notify the CRO in regard to sending campaign emails over organizational listservs, the candidate will be charged $5 per organizational listserv in addition to the aforementioned rate per recipient.

- ***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.
    - Only **one** Facebook group/page is allowed per candidate/team.
    - 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 limited to the University of Guelph network and only 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.

All other forms of social media in regard to the campaign are prohibited.

Candidates are not permitted to interact with other candidates through social media, even through personal accounts.

CAMPAIGNING

Campaigning may take place on-campus only. 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, Monday, March 9, 2020 (by 4:30 pm).** If there are subsequent additions to the campaign team, the Elections Office must be notified within 24 hours of the change.

A Facebook group may be created to communicate with your volunteers. However, this must be a closed / private group, and you must add 'CSA CRO' to it as an administrator.

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?

Bring a poster or flyer to display on the projector to give students something to look at while you set up as well as speak.

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.

Here are some things that have been done in the past:

- Free lollipops with candidates' information stapled to them
- Painting the cannon
- Cotton Candy
- Popcorn

Note: You must account for all expenses.

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:

- **Use of Office**: If you have an office on campus you cannot use it to aid in your campaign in any way. This includes creating and storing campaign materials, and promoting your election during office hours. The CSA Boardroom will be designated as a neutral area for creation and storage of campaign materials.
- **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). A monetary deduction of the candidate's deposit will be levied based on evidence collected during investigation.

NOTE: If the total fines exceed 100% of the candidate deposit, the candidate will be disqualified.

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, March 23, 2020 at 4:30 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. **Failure to print materials through CSA services, without written permission from the CRO to print elsewhere:**

   - **First occasion:** 40% of the deposit
   - **Second occasion:** 75% of the deposit
   - **Third occasion:** Disqualification

Campaign Infractions (Cont'd)

6. Multiple-postering on one poster board simultaneously:

- **First occasion:** 25% of deposit, and candidate must remove excess posters at location within 24 hours
- **Second occasion (or failure to comply immediately after warning):** 60% of deposit
- **Third occasion:** Disqualification

7. Postering in unauthorized locations:

- **First occasion:** Warning, and candidate must remove poster from location within 24 hours
- **Second occasion (or failure to comply immediately after warning):** 40% of deposit.
- **Third occasion:** 75% of deposit.
- **Forth occasion:** Disqualification

8. Use of unauthorized public-address systems or sound equipment without CRO permission:

- 40% of deposit, per occurrence

9. Printing and using 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

10. Campaign material left unattended in a non-designated area:

- **First Occasion:** Warning
- **Second Occasion:** 25% of deposit
- **Third Occasion:** 50% of deposit
- **Fourth Occasion:** Disqualification

11. Campaigning outside the designated campaign period:

- **First Occasion:** 75% of deposit
- **Second Occasion:** Disqualification

Campaign Infractions (Cont'd)

12. Pooling of campaign budgets without authorization:

- Candidates to pay out of pocket

13. 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

14. 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

15. 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

16. 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

Campaign Infractions were approved by the CSA Board at its meeting on September 11, 2019.

CSA BOARD OF DIRECTORS MEETING SCHEDULE
Tentative: 2020-2021

Fall 2020

1.	September 16, 2020	6:00 pm	UC 442
2.	September 30, 2020	6:00 pm	UC 442
3.	October 14, 2020	6:00 pm	UC 442
4.	October 28, 2020	6:00 pm	UC 442
5.	November 11, 2020	6:00 pm	UC 442
6.	November 25, 2020	6:00 pm	UC 442

Winter 2021

7.	January 13, 2021	6:00 pm	UC 442
8.	January 27, 2021	6:00 pm	UC 442
9.	February 3, 2021	6:00 pm	UC 442
10.	February 24, 2021	6:00 pm	UC 442
11.	March 10, 2021	6:00 pm	UC 442
12.	March 24, 2021	6:00 pm	UC 442
13.	April 7, 2021	6:00 pm	UC 442

Board Training (Mandatory)
Saturday, September 12, 2020 10:00 am to 3:00 pm UC 442

Town Hall
Wednesday, November 4, 2020
(Tentative)

2021 Annual General Meeting
Wednesday, February 10, 2021 5:00 pm Peter Clark Hall
(Tentative)

NOTICE

Item 11.11.4.
Amend Policy Appendix C, Section 8.1: 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:

Seconded:

Item 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 (1) College representative, one (1) student organization representative, and one (1) additional non-Executive Board member be appointed to the TEA Selection Committee;

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

Moved: Lindsey Fletcher, VP Academic

Seconded:

Item 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: