

AGENDA
Board of Directors Meeting # 1
September 11, 2019 – 6:00 pm – UC 442



1.0. Call to Order	
1.1. Land Acknowledgement	
1.2. Adoption of the Agenda	
1.2.1. Approve the Agenda	Page 1
1.3. Ratifications and De-Ratifications	
1.3.1. Ratification of Directors	Page 2
1.4. Comments from the Chair	
1.4.1. Introductions and Pronouns	
1.5. Approval of Past Board Minutes	
1.5.1. Meeting # 15 – March 27, 2019	Page 3
1.5.2. Meeting # 16 – April 3, 2019	Page 43
1.6. Executive Committee Minutes	
1.6.1. Various Meetings – May to July 2019	Page 92
1.7. Executive Updates	
1.7.1. President	Page 133
1.7.2. VP Student Experience	Page 135
1.7.3. VP Academic	Page 137
1.7.4. VP External	Page 139
1.8. Director Reports	
1.9. CSA Services Updates and Reports	
1.10. Committee Updates and Reports	
1.10. 1. NOTICE: Revised 2019-2020 CSA Budget (Finance Committee)	
1.10. 2. Hiring Committee Report – FoodBank Coordinator	Page 142
1.10. 3. Hiring Committee Report – Promo Services & Graphic Design	Page 143
1.10. 4. Appoint Hiring Committee – Board Scribe	Page 144
1.10. 5. Appoint Members to Finance Committee	Page 145
1.10. 6. Appoint Members to Policy & Bylaw Review Committee (PBRC)	Page 146
1.10. 7. Appoint Members to Petitions Delegations Rep. (PDR) Committee	Page 147
1.10. 8. Appoint Members to CSA/GSA Transit Committee	Page 148
1.10. 9. Appoint Members to Elections Appeals Board	Page 149
1.10.10. Appoint Members to Capacity Analysis Planning (CAPCOM)	Page 150
1.11. Business	
1.11.1. NOTICE: Amend Bylaw 1/ Policy Appdx A: Standing Committees	Page 151
1.11.2. NOTICE: Amend Bylaw 2 re Referendum Quorum	Page 153
1.11.3. NOTICE: Amend Policy Appdx A, S 2.8: Petitions Delegations Rep.	Page 154
1.11.4. NOTICE: Amend Policy Appdx A, S 13: Executive Officer Portfolios	Page 160
1.11.5. CSA By-Election – Fall 2019	
• Referendum Question – SafeWalk	Page 171
• Promotional Strategy	Page 172
• Candidates’ Package	Page 173
• Election Fines (see Candidates’ Pkg Pg 17-19) - to be confirmed	

See next page

AGENDA
Board of Directors Meeting # 1
September 11, 2019 – 6:00 pm – UC 442



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- 1.12. New Business**
 - 1.12.1.
 - 1.13. Announcements**
 - 1.14. *In Camera* Session**
 - 1.14.1. Approval of Minutes
 - 1.15. Adjournment**

Motion

Board of Directors Meeting # 1
September 11, 2019



**Item 1.2.1.
Approve the Agenda**

MOTION: That the agenda for the CSA Board of Directors Meeting on September 11, 2019, be approved as printed and distributed.

Moved:

Seconded:

OR

MOTION: That the agenda for the CSA Board of Directors Meeting on September 11, 2019, be approved as amended, to add the following items:

1.12.1.

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.3.1. Ratification of Directors

MOTION: That the following appointed **College Government representatives** be ratified as Members of the 2019-2020 CSA Board of Directors, effective immediately:

Anthony Lenarduzzi	CSAHS Student Alliance
Joshua Moran	Student Federation OAC
Daniel Ofori-Darko	CEPS Student Council
Ariel Oleynikov	College of Arts Student Union

Moved:

Seconded:

MOTION: That the following **Student Organization representatives** be ratified as Members of the 2019-2020 CSA Board of Directors, effective immediately:

Emily Bruce	GRCGED
Anna Canella	International Students Association
Briana Green-Ince	Guelph Black Students Association
Nicole Johnston	Interhall Council (IHC)
Emma McNeill	Aboriginal Students Association
Alan Negrin	Guelph Queer Equality (confirmed)
Blakeney Smith	Ontario Public Interest Research Group (OPIRG)
Cameron Stotts	Board of Governors (confirmed)

Moved:

Seconded:

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



Members Present: Zante Botha (left at 6:57pm), Matthew Fletcher, Jamie Gibson (left at 8:27pm), Horeen Hassan (left at 8:27pm), Andrew Hodgkinson (left at 8:59pm), Claudia Idzik, Nick Kowaleski, Patrick MacCarthy, Sean Mitchell, Daniel Nardone, Matteo Raso, Rachel Vear

Regrets: Jena-Lee Ashley, Isaiah Burton, Anna Canella, Hesham Farag, Bret Flynn, Chris Giampaolo, Nate Lewko, Alan Negrin, Margarita Wilson, Jayden Wlasichuk, Afshaun Zaman

Executive Present: Jack Fisher, Aidan Paskinov, Natalie Clarke, Kayla Weiler

Chair: Cameron Olesen

Policy & Transition Manager: Earl Evans

Scribe: Thibeca Kengatharan

Guests: Lee Anne Clarke (CSA Business Manager), Mohammad Shallouf (Chief Returning Officer), Michael Joyce (Assistant Returning Officer)

Overview of Motions

15.2. Adoption of the Agenda

MOTION: To suspend the rules for this meeting so that quorum is not required.

Motion carried

MOTION: To follow summer quorum rules for the remainder of the meeting.

Motion carried

MOTION AS AMENDED: To approve the agenda for the CSA Board of Directors Meeting on March 27, 2019, as amended,

- by reordering the agenda so that Business Items 15.11.1 and 15.11.2 occur before the Executive Updates, and
- by adding the following items:

- 15.10.5. Hiring Committee Report – Bike Volunteer Coordinator
- 15.10.6. Hiring Committee Report – Clubs Programming Coordinator
- 15.10.7. Hiring Committee Report – SHAC Assistant Coordinator
- 15.12.1. University Centre (UC) Board Appointments

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



15.5. Approval of Past Board Minutes

15.5.1. Board Meeting # 14 – March 13, 2019

MOTION: To approve the Minutes for the following meeting:

15.5.1. Board Meeting # 14 – March 13, 2019

Motion carried

15.6. Executive Committee Minutes

MOTION: To receive the Executive Committee Minutes as information for the following meetings:

15.6.1. Meeting # 27 – March 4, 2019

Motion carried

15.7. Executive Updates

MOTION: To receive the following Executive Updates as information:

- 15.7.1 President
- 15.7.2 VP Student Experience
- 15.7.3 VP Academic
- 15.7.4 VP External

Motion carried

15.10. Committee Updates and Reports

15.10.1. Hiring Committee Report – Chief Returning Officer

MOTION: That the hiring of Momith Hossain as Chief Returning Officer be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

Motion carried

15.10.2. Hiring Committee Report – Assistant Returning Officer

MOTION: That the hiring of Robert Proner as Assistant Returning Officer be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



15.10.3. Hiring Committee Report – Clubs Administrative Coordinator

MOTION: That the hiring of Thibeca Kengatharan as Clubs Administrative Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

Motion carried

15.10.4. PBRC Minutes Meeting # 7 – March 20, 2019

MOTION: To receive the following Minutes as information:

15.10.4. Policy & Bylaw Review Committee Meeting # 7 – March 20, 2019

Motion carried

15.10.5. Hiring Committee Report – Bike Volunteer Coordinator

MOTION: That the hiring of Michelle Robinson as Bike Volunteer Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

Motion carried

15.10.6. Hiring Committee Report – Clubs Programming Coordinator

MOTION: That the hiring of Yeva Adamova as Clubs Programming Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

Motion carried

15.10.7. Hiring Committee Report – SHAC Assistant Coordinator

MOTION: That the hiring of Sara Kuwatly as SHAC Assistant Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

Motion carried

15.11. Business

15.11.1. CSA General Election Report 2019

MOTION: To receive the CSA General Election Report 2019 at the CSA Board meeting on March 27, 2019.

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



15.11.2. Ratification of CSA General Election Results

MOTION: To ratify the following members to the 2019-2020 CSA Board of Directors, based on the results of the CSA General Election – Winter 2019:

Executive:

President

Dena Van de Coevering

VP Student Experience

Claudia Idzik

VP Academic

Lindsey Fletcher

VP External

Horeen Hassan

College Representatives:

College of Business and Economics

Lolia Shallouf

College of Engineering and Physical Sciences

Daniah Al-Naseri

Matteo Raso

College of Social and Applied Human Sciences

Jamie Gibson

Motion carried

15.11.3. Budget Presentation 2019-2020

MOTION: To receive the budget presentation as information.

Motion carried

15.11.4. Amendment to Appendix E: Issues and Organizational Policy

MOTION AS AMENDED: That Appendix E: Issues and Organizational Policy be separated into two policies:

**Appendix E: Organizational Policy and
Appendix I: Issues Policy**

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



BIRT Appendix E: Organizational Policy be comprised of the following amended sections as presented to the Board of Directors meeting on March 27, 2019:

- Relationship with the University of Guelph
- CSA Interaction with other Organizations

BIFRT Appendix I: Issues Policy be comprised of the remaining sections, to be renumbered appropriately:

- Post-Secondary Education Policy
- Student Rights Issues

Motion carried

15.12. New Business

15.12.1. University Centre (UC) Board Appointments

MOTION: To appoint Tanya Vohra, Steven Moulds, Alan Negrin, Thomas Kostoff, Hugh Cochrane, and Alison Beard as primary undergraduate representatives on the University Centre (UC) Board for the 2019-2020 year.

Motion carried

15.14. *In Camera* Session

MOTION: To move into *In Camera* session at 8:34 pm.

Motion carried

MOTION: To allow the Business Manager to be present during the *In Camera* session.

Motion carried

MOTION: To allow the Scribe and PTM to be present during the *In Camera* session.

Motion carried

MOTION: To move out of *In Camera* session at 9:02 pm.

Motion carried

15.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of March 27, 2019 at 9:28 pm.

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



Agenda # 15 – March 27, 2019

15.0. Call to Order

15.1. Land Acknowledgement

15.2. Adoption of the Agenda

15.2.1. Motion to Approve the Agenda

15.3. Ratifications and De-Ratifications

15.4. Comments from the Chair

15.4.1. Introductions and Pronouns

15.5. Approval of Past Board Minutes

15.5.1. Board Meeting # 14 – March 13, 2019

15.6. Executive Committee Minutes

15.6.1. Meeting # 27 – March 4, 2019

15.7. Executive Updates

15.7.1. President

15.7.2. VP Student Experience

15.7.3. VP Academic

15.7.4. VP External

15.8. Director Reports

15.9. CSA Services Updates and Reports

15.10. Committee Updates and Reports

15.10.1. Hiring Committee Report – Chief Returning Officer

15.10.2. Hiring Committee Report – Assistant Returning Officer

15.10.3. Hiring Committee Report – Clubs Administrative Coordinator

15.10.4. PBRC Minutes Meeting # 7 – March 20, 2019

15.10.5. Hiring Committee Report – Bike Volunteer Coordinator

15.10.6. Hiring Committee Report – Clubs Programming Coordinator

15.10.7. Hiring Committee Report – SHAC Assistant Coordinator

15.11. Business

15.11. 1. CSA General Election Report 2019

15.11. 2. Ratification of CSA General Election Results

15.11. 3. Budget Presentation 2019-2020

15.11. 4. Amendment to Appendix E - Issues and Org. Policy

15.11. 5. Amendment to Bylaw 1 re Summer Schedule of Board Meetings

15.11. 6. Amendment to CSA Rules of Order re Speakers List

15.11. 7. Amendment to CSA Rules of Order re Quorum

15.11. 8. NOTICE: Amendment to Policy Appendix A re CAPCOM

15.11. 9. NOTICE: Amendment to Policy Appendix A re Executive Portfolios

15.11.10. NOTICE: Amendment to Policy Appendix C - Human Resources

15.11.11. NOTICE: Amendment to Policy Appendix G re Referendum

15.11.12. NOTICE: Amendment to Bylaw 1 re Minimum Number Directors

15.11.13. NOTICE: Amendment to Bylaw 2 re Director Appointment

15.11.14. Opt-In Posters

15.12. New Business

15.12.1. University Centre (UC) Board Appointments

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



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- 15.13. Announcements**
 - 15.14. *In Camera* Session**
 - 15.15. Adjournment**
-

Minutes # 15 – March 27, 2019

15.0. Call to Order

Chair Cameron Oleson called the meeting to order at 6:38 pm.

15.1. Land Acknowledgement

Land Acknowledgement by Aidan Paskinov.

We acknowledge that the University of Guelph resides on the ancestral lands of Attawandaron people and the treaty lands and territory of the Mississaugas of the Credit. We recognize the significance of the Dish with One Spoon Covenant to this land and offer our respect to our Anishinaabe, Haudenosaunee and Métis neighbours as we strive to strengthen our relationships with them.

Today, this gathering place is home to many First Nations, Métis and Inuit peoples and acknowledging them reminds us of our important connection to this land where we learn and work.

Although we are a little strapped for time, I do want to emphasize this part. We do this land acknowledgement not just as a checking of a box, not just to say this statement at the start of a Board meeting but as a constant reminder that we work toward reconciliation, because we are on stolen territory and we have to work towards reconciling that.

15.2. Adoption of the Agenda

15.5.1. Motion to Approve the Agenda

MOTION: To approve the agenda for the CSA Board of Directors Meeting on March 27, 2019, as printed and distributed.

Moved: Patrick MacCarthy

Seconded: Kayla Weiler

MOTION TO AMEND: To amend the agenda by reordering the agenda so that Business Items 15.11.1 and 15.11.2 occur before the Executive Updates.

Moved: Kayla Weiler

Seconded: Matteo Raso

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



Kayla: We don't have a lot of time.

Vote on Motion to Amend
Motion carried

Jamie: Point of Information. Is it within our capability as this Board to create and vote upon a motion to suspend the rules for quorum?

Chair: It is because you can suspend the rules of order. My recommendation, as Chair, is that you make any such motions to suspend the rules as specific as possible. If you were to suspend the rules, suspend them only for a specific meeting and only under particular conditions, especially since it has to do with quorum itself.

MOTION: To suspend the rules for this meeting so that quorum is not required.

Moved: Matteo Raso

Seconded: Jamie Gibson

Vote on Motion
Motion carried

MOTION: To follow summer quorum rules for the remainder of the meeting.

Moved: Nick Kowaleski

Seconded: Claudia Idzik

Nick: I think it's important that we follow some quorum. The summer quorum I think is appropriate as it is very close to exams and the summer.

Matteo: Point of Information. What are summer quorum rules?

Nick: One third.

Jamie: Point of Information. For the purpose of this particular Board and the amount of members on this particular Board at the moment, how many members are required for summer quorum?

Nick: Eight

Matteo: Point of Information. Can a motion to suspend the rules be overturned by a regular motion?

Chair: This does not overturn the motion to suspend the rules. You suspended the quorum requirement. This would be implementing a new quorum requirement.

Patrick: I understand that we are short on quorum and want to get a lot of stuff approved tonight but in light of this budget and what this budget entails, doesn't it seem kind of odd to rush it and bend quorum to approve one of the biggest budgets we've ever approved when we only have eight or nine people here? I feel as though it's unfortunate to have an emergency Board meeting but should

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



we not have the most amount of people here to debate this because this is the future of our government?

Nick: Although I might agree with you, the Board has already voted to have no quorum so I think that motion is past compromise as it would be out of order at this point vote to reinstitute the quorum.

Jamie: I agree with Member MacCarthy in that regard that there should as many people at this table as possible. Given that we're all pretty screwed because it's exam time right now, there's not going to be a good time before exams to do this unless we hand off voting and talking about this budget meeting to the next Board and the next incoming Executive. There doesn't really seem to be beyond that choice, a greater impact.

Jack: I don't like the way you phrased that. We can't pass to next year's Board, the discussion of next year's budget. We can however, through notice, show you the budget and then move discussion to a meeting with the Board. If you have questions, you could come by. I think that's your best option right now.

Vote on Motion

Motion carried

Continued Discussion on Amendment of Agenda

MOTION TO AMEND: To add the following items to the agenda:

- 15.10.5. Hiring Committee Report – Bike Volunteer Coordinator
- 15.10.6. Hiring Committee Report – Clubs Programming Coordinator
- 15.10.7. Hiring Committee Report – SHAC Assistant Coordinator
- 15.12.1. University Centre (UC) Board Appointments

Moved: Aidan Paskinov

Seconded: Matteo Raso

Aidan: These are some things that were finalized before we managed to get the Board package together so we just wanted to make sure they get approved at this meeting tonight because they are relatively time-sensitive.

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: To approve the agenda for the CSA Board of Directors Meeting on March 27, 2019, as amended,

- by reordering the agenda so that Business Items 15.11.1 and 15.11.2 occur before the Executive Updates, and

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



- by adding the following items:
 - 15.10.5. Hiring Committee Report – Bike Volunteer Coordinator
 - 15.10.6. Hiring Committee Report – Clubs Programming Coordinator
 - 15.10.7. Hiring Committee Report – SHAC Assistant Coordinator
 - 15.12.1. University Centre (UC) Board Appointments

Vote on Motion as amended
Motion carried

15.3. Ratifications and De-Ratifications

15.4. Comments from the Chair

Chair: Good evening everyone and thank you all for being here. I know that quorum is difficult to reach during this time of the year especially with exams and final projects. So once again, thank you all for being here.

15.4.1. Introductions and Pronouns

15.5. Approval of Past Board Minutes

15.5.1. Board Meeting # 13 – February 27, 2019

MOTION: To approve the Minutes for the following meeting:

15.5.1. Board Meeting # 14 – March 13, 2019

Moved: Jamie Gibson
Seconded: Zante Botha

Vote on Motion
Motion carried

15.6. Executive Committee Minutes

MOTION: To receive the Executive Committee Minutes as information for the following meetings:

15.6.1. Meeting # 27 – March 4, 2019

Moved: Matteo Raso
Seconded: Jamie Gibson

Vote on Motion
Motion carried

15.7. Executive Updates

15.7.1. President

Jack: Hey all! I have a really short update. There's a lot of stuff that's happened but most of it has happened in the last two days. We've had some cool meetings with other campus groups. Things are going to move on, people starting transition stuff. We're trying to set up some meetings for April and wrap up the year and tie up the loose ends. One of things I focused on in my update for this week is the fact that we've talked about the new budget and the Finance report is going to be my actual update for today, so I'll leave it at that.

15.7.2. VP Student Experience

Aidan: Hi folks! My Executive Update is attached. One thing I want to stress, please fill out the Fall Reading survey if you haven't already. Please share it on Facebook. Tell your friends – we really need that word of mouth. We're hoping to get more responses than we have currently. I also have a statement that I'd like to read regarding a Clubs issue.

Statement about the Revolutionary Student Movement

Hi folks, please know that this statement has been sent to the PTM and the Scribe to be recorded in the official public minutes.

The Revolutionary Student Movement is a CSA accredited club. On Wednesday March 20, they ran a walkout event in Branion Plaza. At no point before or during that event did the CSA call Campus Community Police (CCP). In the week before the event, the CSA was made aware of initial email communication between the University senior administration and Campus Community Police, regarding the event, and the posters for it. The CSA responded, providing clarification for CCP and the administration. After this, we also informed the Revolutionary Student Movement that CCP was aware of the event, with the intent of providing notice to the group of CCP's presence. We wanted to inform the CSA Board and provide with them with all the information about that situation.

Additionally, the CSA has received a report of an alleged infraction by the Revolutionary Student Movement, which consisted of vandalism throughout Guelph, with the commonality being the words "Student Strike, March 20." Following that report, myself as VP Student Experience, and Roy Rebelo, our Clubs Administrative Coordinator, came to the decision to move forward in the calling of a Clubs Conduct Tribunal hearing so that all the details can be presented and a decision can be made about the status of the club.

The Revolutionary Student Movement has been invited to provide both a written or an oral submission for the tribunal members regarding the incidents and their status as a club. Please know that the calling of this hearing is not an indictment of the student group, it is an investigation into the matter, wherein our Clubs Administrative Coordinator will bring forward all information in a neutral manner, and the club is welcomed to defend themselves, with the members of the tribunal coming to a conclusion as they see fit.

Patrick: Just about the reading week survey, thank you for putting it together. It looks great. I noticed that the closing date is after our last Board meeting. Is the idea to give the results to the incoming Executive and let them work with the process?

Aidan: The results, as soon as they're finished, will be publicized on our website and throughout social media. It'll go to the incoming as information but it'll go to the general population as the results.

Daniel: The Campus Community Police probably just showed up because they were worried about some sort of public safety situation, because of the significance of the event. Just a clarification, the spray painting, that was off the campus, right? None of that was on the campus?

Aidan: From the complaint I received directly from a student, none of the graffiti was on campus. However, in accordance with Student Organization Policy and the policies that fall within it, technically it doesn't matter if it's on or off campus.

15.7.3. VP Academic

Natalie: Hey everyone. Aidan kind of mentioned what I was going to say. Please fill out the Fall Reading Week survey. If you can send it around to everyone you represent, that would be great. Right now, we don't even have 10% of the Guelph population responding. In my opinion, I would like to see 15-20% or higher, otherwise the results aren't as meaningful because if only 3,900 respond out of 23,000, what does that mean? So if you could share that around, that would be great. It closes next Thursday. Patrick, just to explain on your point, what will happen is, I will present all that information to Lindsey who will be taking over for me and then, depending on what the results are, she can advocate, continue consultation, etc. I have received a lot of emails from students, most of them thanking us for doing this kind of consultation. A lot of them expressing that the survey that we put out is significantly more clear than the survey from last year, for those of you who remember that. Response from administration on my end, has been pretty good as well. They've been curious to see how it is. I think it would be interesting once we get the final numbers to see where everyone stands on the topic of Fall Reading break.

Yesterday, I had a bunch of Academic-based meetings. I was part of the Academic Policies and Procedures Committee and I'm super-excited to announce within the next two years, there's going to be some significant changes

to course structure including 40th class day and retaking past courses. Unfortunately, it's not going to come within my year on the CSA but I'm super-happy to have been able to contribute and bring the student voice to these committees.

Nick: For the survey, are you going to send out another email about it?

Natalie: We can definitely do that. I'll just have to check if we can resend it based on ListServ things but we can definitely ask.

Nick: I just know when the Dean's Office does surveys, they'll usually send about three emails. One and then one halfway through and then one the day it closes. Students probably vote the day they see it and then it gets lost in their emails.

Natalie: We got an overwhelming response, I think. By the end of the first day, I had about 30 emails, which was overwhelming but good.

15.7.4. VP External

Kayla: This was not in your package but it was handed around to you folks at the beginning of the meeting so hopefully you had time to read it while we were starting a bit later. I'll dive right into it. Under Government Updates, Ontario Legislature. Today I was at a press conference which Chris Glover, who is the critic for the Ministry of Training Colleges and Universities. He is presenting a private member's bill to turn OSAP loans into grants and to remove interest on student loans. So that's kind of exciting. The debate will be tomorrow in legislature so hopefully I'll have more updates about that private member's bill. Also under Government Updates is Students and Workers United. On Monday, I was able to go to a one day workshop called "The Power of Many" hosted by the Ontario Federation of Labour. I was joined and took along with me members of CUPE 1334 and was also there with the Guelph District Labour Council. The really great thing was that it was people all across the province. It was really great to be able to connect with other people who are workers in the province as well as some other students. Under campaigns for Fight the Fees, the March 20 walkout that the CSA hosted with several other groups was a success. We had 70 people at the rally and then we had tons of workers and students for the picket after at the UC. By the end of the day, we collected 700 signatures in one day, which is really great. Just a big thanks to CFRU, GRCGED, GQE, OxFam in Guelph and the Ontarian and shout out to the Bike Centre for helping us and allowing us to use some of their space for the day. We made it onto the news. We were on CTV News Kitchener at 6 o'clock. Dream come true because my parents watch that newscast all the time. We had a really good news article on CBC written by the Kitchener/Waterloo office. My last update is for United for Equity. Last day, with some folks who are in the room, we were able to host a Town Hall on gender-neutral washrooms with the group United Against Oppression and Guelph Queer Equality. We had a great conversation with students about what gender-neutral washrooms could look like across campus

but also in the Bullring. We had that conversation with different identities and different perspectives. One of the things that had been a focus last year with CSA and particular my position with the gender-neutral washroom working group is we only consulted the groups such as Guelph Queer Equality and GRCGED and other people from the queer community or queer trans women community but never had the changes to talk to members of the Muslim Students Association. Some of those members were able to come last night and it was a great conversation.

Nick: Under services, I noticed that the FoodBank hours were changed. I was wondering what the hours were before.

Kayla: The hours used to be 12 to 6 pm.

Nick: Further then, is that going to have that impact on budget like payroll?

Kayla: No, it doesn't affect any of the wages. Actually, a lot of times the FoodBank Coordinator works earlier in the morning until 1 or 2 in the afternoon so the 12 to 5 pm is covered by volunteers. We actually talked to a lot of volunteers in the winter time. Some volunteers didn't feel comfortable staying until 5 or 6 pm because it's dark at night to leave. We're filling the requirement of a minimum of 25 hours per week with the Monday to Friday, 12 to 5 pm.

MOTION: To receive the following Executive Updates as information:

- 15.7.1 President
- 15.7.2 VP Student Experience
- 15.7.3 VP Academic
- 15.7.4 VP External

Moved: Patrick MacCarthy

Seconded: Horeen Hassan

Vote on Motion

Motion carried

15.8. Director Reports

Jamie: I attended the walkout, did some work there. That was pretty great. I attended the Town Hall about gender inclusive washrooms last night. Looking forward to future discussions, particularly with Muslim students. A lot of really valuable insight that we were not aware of and I just think on the whole, better representative from that student group would be fantastic because they bring a lot to the table in terms of perspectives on faith, including their faith, that are often unheard.

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



Horeen: I was also at the March 20 walkout. It was fun to talk to students and see what their take was on the Student Choice Initiative and how the OSAP changes will impact them. That was interesting.

Daniel: OPIRG recently had its AGM and it met its quorum.

Rachel: waive

Matthew: waive

Sean: Apologies for being late. Guelph Campus Co-Op has no updates.

Andrew: waive

Patrick: Just briefly, I attended a couple Finance Committee meetings and you'll see how they've been proceeding later tonight. Also, I attended Clubs Tribunal as well. A little late but we ratified all the clubs which was great.

Nick: I also attended the Clubs Tribunal meeting and further, I attended a PBRC meeting where we got a lot done in an hour.

Claudia: waive

Matteo: waive

15.9. CSA Services Updates and Reports

15.10. Committee Updates and Reports

MOTION: To approve Items 15.10.1 to 15.10.3 and 15.10.5 to 15.10.7 omnibus.

Moved: Nick Kowaleski

Seconded: Horeen Hassan

Patrick: I would just wonder if we could see the three new items being discussed before discussing them because the Board hasn't seen them yet.

Vote on Omnibus Motion to approve Hiring Committee Reports

Motion carried

Items 15.10.1 to 15.10.3 were approved as part of an omnibus motion:

15.10.1. Hiring Committee Report – Chief Returning Officer (CRO)

MOTION: That the hiring of **Momith Hossain** as Chief Returning Officer be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

15.10.2. Hiring Committee Report – Assistant Returning Officer (ARO)

MOTION: That the hiring of **Robert Proner** as Assistant Returning Officer be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



15.10.3. Hiring Committee Report – Clubs Administrative Coordinator

MOTION: That the hiring of **Thibeca Kengatharan** as Clubs Administrative Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

15.10.4. Receive PBRC Minutes

MOTION: To receive the following Minutes as information:

15.10.4. Policy & Bylaw Review Committee Meeting # 7 – March 20, 2019

Moved: Jamie Gibson

Seconded: Matteo Raso

Vote on Motion

Motion carried

Added Items:

Items 15.10.5 to 15.10.7 were approved as part of an omnibus motion:

15.10.5. Hiring Committee Report – Bike Volunteer Coordinator

MOTION: That the hiring of **Michelle Robinson** as Bike Volunteer Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

15.10.6. Hiring Committee Report – Clubs Programming Coordinator

MOTION: That the hiring of **Yeva Adamova** as Clubs Programming Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

15.10.7. Hiring Committee Report – SHAC Assistant Coordinator

MOTION: That the hiring of **Sara Kuwatly** as SHAC Assistant Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

Items 15.10.1 to 15.10.3 and Items 15.10.5 to 15.10.7 were approved as part of an omnibus motion.

15.11. Business

MOTION: To extend speaking rights to our guests for the next two agenda items.

Moved: Nick Kowaleski

Seconded: Patrick MacCarthy

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



Nick: Well, somebody needs to present those results.

Vote on Motion
Motion carried

15.11.1. CSA General Election Report 2019

Mohammad Shallouf, CRO:

Hello everyone. You can see the general election report that both myself and Michael have written. It includes the election results, general thoughts about the whole process of this general election, some recommendations for the future. I think that's all I really have to say. The whole report should be pretty self-explanatory and we welcome any questions from the Board at this point.

Nick: I wanted to congratulate the electoral team for reaching quorum on the referendum questions. In the past, there were problems so great work on promotion and getting the word out there. Thank you.

MOTION: To receive the CSA General Election Report 2019 at the CSA Board meeting on March 27, 2019.

Moved: Patrick MacCarthy
Seconded: Claudia Idzik

Vote on Motion
Motion carried

15.11.2. Ratification of CSA General Election Results – Winter 2019

MOTION: To ratify the following members to the 2019-2020 CSA Board of Directors, based on the results of the CSA General Election – Winter 2019:

Executive:

President

Dena Van de Coevering

VP Student Experience

Claudia Idzik

VP Academic

Lindsey Fletcher

VP External

Horeen Hassan

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



College Representatives:

College of Business and Economics

Lolia Shallouf

College of Engineering and Physical Sciences

Daniah Al-Naseri

Matteo Raso

College of Social and Applied Human Sciences

Jamie Gibson

Moved: Nick Kowaleski

Seconded: Andrew Hodgkinson

Nick: It's very important that we ratify our elections result so that there is an Executive for next year.

Aidan: Just a reminder to any incoming that are around the table, technically you can't vote on this. I remember that from last year so just letting you know.

Vote on Motion

Motion carried

Abstentions: Members Gibson, Hassan, Idzik and Raso

15.11.3. Budget Presentation 2019-2020

Jack: The budget presentation is proceeded by the Finance Committee report. It has been sent to both the PTM and Scribe. I didn't have it ready in time to have it sent to the Board Package and I am requesting from the Board a chance to read it so that we can all be equally as informed as we go into the budget presentation.

MOTION: To extend the President's speaking time until he is finished with reading the Finance presentation.

Moved: Aidan Paskinov

Seconded: Andrew Hodgkinson

Vote on Motion

Motion carried

Nick: Point of Personal Privilege. Could the electronic version be sent out?

Jack: Thibeca, do you mind forwarding it? Also, this is just being provided as information.

Jack Fisher, President:

To: CSA Board of Directors,

The last time the Finance Committee presented a full report, we all thought that it would be the report to set the tone for the CSA for years to come. It was full of all that fun, hope and change stuff that we all strive for. We were figuring out how to make our organization more efficient while focusing on the return on investment that we could provide to the greatest number of University of Guelph students.

That Board meeting, like I've said before, was on January 16. We had heard through the grapevine that there was some grand policy scheme barreling down the pipeline towards us from the provincial government. On January 17, just following an all staff meeting, some of us watched the announcement from the Ministry of Training, Colleges & Universities. Our hearts dropped and the CSA as a whole went into full panic mode for a few days. Some of you messaged us the day of the announcement asking what was to be done. Personally, I froze for a couple of days. Reality wouldn't *really* throw this curveball at us.

Long story short, as an organization, we have gone through the five stages of grief. No one is dying, there's no terminal diagnosis, but the fabric of how we identify and how we talk about the CSA has morphed in a highly unusual way.

For those who don't know, the five stages of grief are as follows: denial, anger, bargaining, depression and acceptance. It is easy enough for us to plot some of these onto the feelings we've been experiencing, and it must be noted that among our staff, and you, the Board, everyone is at a different stage. At the office, many of us spent the first week or two in denial: "of course, this won't stick" "the government will have to reverse this decision" and other comments of the like were common thought.

Bargaining and anger came at us at different times for different people. There have been high tensions for a while, we've run rallies and protests, we have been fighting the current situation with most of our waking hours. Recently, I've been describing the feeling around our core office as us holding a blow-dryer up against a large dark cloud slowly descending towards us.

Now, while the change may be dragging us across the coals of grief, at no point does the five stages theory say that any of these stages are in conflict or counter the feeling of hope.

The month of February was behind us before we knew it, with three snow days, reading week, and a heavy focus on the AGM and finalizing our bylaws. By the end of the month,

the reality of where we are, began to set in. The first few days of March were spent looking at numbers.

In the month of February, Lee Anne (Business Manager), and Jack (President), met with Carrie Chassels, U of G Vice-Provost, Student Affairs. Carrie had reached out to the President to touch base on what we were doing to prepare for the implementation of the still-phantom Student Choice Initiative. It's a good thing that Lee Anne tagged along, because it is times like these that an intimate knowledge of the evolution of the CSA's budget is an indispensable asset. We were informed that there was a strong likelihood that if we could cost out our admin time-spent for things that fell into the categories that the province had leaked as "mandatory", we could assure that those programs had someone to run them. Carrie also let us know that we should very seriously budget for a dip in "user fees".

On March 5, the core staff at the CSA – the Executive, Programmer, Business Manager, Promo & Graphic Designer, Office Manger, and Policy & Transition Manager – came back to the table to talk about the budget that feeds all of the money we use and authorize to see where we could make some cuts. The weeks leading up to this had seen Lee Anne working weekends, snow days, and late into the evenings of a normal day. The budget was pulled out of its regular format and into a single list of costs and lines so that we could visualize it better. As with any budget, the first place – and often best place to start – is with your revenue. In the two column Excel file before us were almost identical numbers, but the second column student fees assumed that only 60% of students would pay the CSA fee in 2019-2020. Working from that assumption, we started looking at the CSA budget as one whole and trying to find "efficiencies". Except this time, it was like we flipped Two-Face's coin and got the scarred side. The efficiencies that we had created in January were wholesome and meant to grow the organization. These felt frozen, difficult, and potentially stagnating.

It was after this first session, where we still had a couple hundred thousand dollars yet to find, that I suggested a different way of thinking about this year's budgeting process, and one that I hope you will be able to embrace as well.

This year, we are presenting the CSA with a "Bunker Budget". Informed budgeting is a skill, and, like all the best papers and studies done in academia, requires information, statistics, and study. We are going into this first year of the "Student Choice Initiative" with no idea how students will choose to act. We don't have comparable evidence from other provinces, or any other institutions in North America or Europe. Even in Ontario, we know Guelph is unique. Like we've said at past Board meetings, even with a 5% increase to our student fee this year, we have one of the most dramatically low fees of any University in Ontario. We estimate, based on some research done by Kayla (VP

External), that comparably-sized institutions charge about \$30-\$50 per semester more on average for each student. We based our budget on numbers around the opt-outs we get on the Dental Insurance plan.

Next year, we will have a better snapshot of where the CSA will land, and the year after the budget will be based on historical context.

With this in mind, we met again on March 7. This time we were more successful and had a rough draft that was ready to go to the Finance Committee.

The first Finance Committee meeting to prepare this budget was on March 14, the day after our last Board meeting. Many of our proposals were combinations of our previous deliberations in December and January. Our second Finance Committee meeting was on March 19, where we finalized the budget being presented tonight.

There's an anecdote from Star Wars that has been playing through my head recently. If you have not seen *The Phantom Menace*, please bear with me. During the Mos Eisley Podrace, there is a point where Sebulba – the villain and crowd favourite – plays dirty and disconnects one of Anakin's twin engines. In a moment of quick thinking, Anakin redirects half the power from his working engine to power his pod racer enough to regain the lead. Eventually, he pulls past Sebulba and becomes the first human to win the race.

Through all of our deliberations, the reality of the greater system has been on everyone's mind. We are hoping to launch into next year firing on all cylinders. Our goals have been clearer, the CSA is here to support the Student Experience on campus. This shows in different ways. We run events, provide those stress relievers – by administering and enabling the live entertainment fee - we also actively combat food insecurity with our Foodbank initiatives. We have options for students to lead greener lives by riding bikes to school and taking transit. We negotiate with the city and with the insurance provider on behalf of students so that they can get the best bang for their buck. The CSA has the inside scoop with many different campus organizations. We work with DHR to combat hate on campus, we provide well-researched and informed opinions on what makes academic policy more student-centric. The CSA is Your Undergraduate Student Voice. Without our membership, we are nothing. So as I go through the following cuts, know that the Finance Committee has full faith that this "Bunker Budget" will allow the CSA to weather the storm cloud descending on us and pull ahead of where we are, even if it does not look like our engines are at full power, we can power through.

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



First of all, like I mentioned before, all revenue from student fees is set at 60% of the income we received in the 2018-2019 year. That is true for the Entertainment fee, and CSA Student fee.

Included in this budget are the lines for Return on Investment (ROI) for the projects embarked upon with the University Centre (Digital Signage and UC 269), and Administration costs for running and facilitating the Menstrual Product and thecannon.ca programs as voted on at the March 13 Board meeting.

The other source of revenue is the administration of the Transit program (bus pass stickers). This number comes from the breakdown that Lee Anne created. She took stock of how many hours each of the CSA staff worked on bus pass distribution, compared that to their current salaries, added in the additional administration (advertising/promotion), and the final number comes to what we see in the budget – just over \$3.00 per full time student. The health and dental admin fee will presumably be pulled out of the health and dental fees respectively – this is the current structure of the system. However, the Health and Dental Committee still needs to meet to confirm the newly charted number. The same process was followed for these fees. At the end of the day, we can confirm that this will not affect the administration of the Health or Dental plans, but the CSA and GSA will be properly compensated for the work we do to bring students insurance.

Finally, the CSA expects the Bullring to provide an additional amount of money to the CSA's bottom line in the 2019-2020 year. This new injection of funding from the Bullring is dependent on the restaurant not closing for additional renovation over the summer like it did this year for the floor.

Then we get to reductions. The Finance Committee had to deliberate on these things. When initially proposed on March 5, the CSA was sitting with a nearly \$250,000 deficit. We were able to reduce some lines in positive ways in accordance with our plans from January and February. We've been able to remove the Meal Exchange staffing lines, reducing the number of SHAC staff to what the Board voted on in February also helped. The CSA will not be hiring a Social Media Coordinator for the foreseeable future. In cutting these positions to fall in line with our initial efficiency discussions, they also carry with them a reduction to our tech budget (less emails to pay for, less managed desktops on the CCS pay-line, etc.).

This year, we have been keeping track of all staff hours to see if there are positions that are working too many hours for their job requirements. We found that there were a few positions that would be able to reduce their hours and still accomplish the same tasks.

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



Clubs coordinators have been reduced slightly, along with the SERM Coordinator role, and having only two Bike Centre Coordinators in the summer rather than three.

Speaking of summer changes, all staff in the CSA core office will be hit with a reduction of summer hours. The CSA Front Office will be open for only half-days in the summer of 2019. Additionally, Friday in the summer will not be a work day, effectively reducing the salaries of all summer staff by 20%. All of which will help secure our bottom line while the CSA prepares for Fall 2019 and the initial reveal of the impact of the Student Choice Initiative. After all of that, our Programmer will actually be taking on a 20% reduction to hours for the entire 2019-2020 year. Our PTM will be down by 40% in the summer because this budget will assume that we suspend Board meetings for the summer of 2019.

With the CSA already running barebones, cutting as much as we could with the hope of maintaining the same level of student experience we have provided this year, and ramping up our engagement on-campus with the media campaigns we have created, we were still out by a large margin.

The CSA core staff, and Finance Committee have wrestled with all the changes, but especially the next one. There is an unfortunate balance between principle and pragmatism. With the knowledge that this is a bunker budget, one that needs the CSA to appear to students to be running on all cylinders, the Finance Committee and Executive Committee recommend that this budget will only balance if the Board can suspend the VP External Position for the 2019-2020 year while more information is gathered.

In the proposed suspension of the role, we all acknowledged that there would be significant gaps and time to fill for the other Executive. This budget provides the salary and budget for a new role suggested by the Finance Committee. The External Liaison Officer will be able to fill in all of the external representation that the VP External currently fills. However, we have found money to still attend conferences, facilitate campaigns and represent the student body to the city.

We need to assure the Board that this decision has come from looking at and evaluating what the target goals of the CSA are for the upcoming year. Fiscal decisions being what they are, we think we have arrived at a solid middle road that does not facilitate the CSA losing its off-campus engagement.

The Finance Committee recommends all of the changes included in the budget that follows this report and looks forward to hearing the discussion that follows the Board seeing the numbers. We do not want students to feel that cuts will reduce our capacity on any level. We need the most number of people to know and understand the impact that the CSA brings to their lives and their experience on campus. Academically, socially,

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



and locally, the CSA can weather this storm descending upon us. We can restart our engines, but we need to take this to heart and act on those critical skills we have developed. We do not have to accept these changes from the government, we can keep fighting the Student Choice Initiative for our own part. However, it does not bode well to budget while in those denial or bargaining stages of grief. This budget is one informed by hope for the future; it has been considered and crafted to stick to our Vision and Values in this time of need.

We, the Finance Committee, are excited for you to see it.

Presented by: Jack Fisher, CSA President.

Matteo: Point of Information. Where did the 60% figure come from? Is there a particular way you got that or is that just an assumption?

Jack: We based our budget on the numbers around the opt-outs we get on the dental insurance plan.

Daniel: Basically, this budget is in response to the proposed Student Choice Initiative. I heard the Student Choice Initiative was a policy, not actually something that was going to see the actual legislature as an act – that's debated and passed and so forth. What I was just thinking and this is definitely getting complex, was the CFS or even all the student unions in the province could essentially take on the province, challenge it and bring on some type of class action. What would then happen is basically, maybe they respond by having them bring it to the floor, raise a precedent and who knows, maybe you can turn around. But at least you've exposed it to the public. It would be a good way to take them on by having some sort of action. That's what they do with the city councils, notwithstanding. It's just an idea, I didn't want to get too off-topic but that's just my comment.

Jack: Very briefly, this is what I refer to as the bargaining stage of grief. I don't think we can budget based on the assumption that we're going to have a lawsuit because if we don't or if it doesn't immediately take effect, it would be a detriment to the organization.

Kayla: To briefly talk about that, there has been discussion about a legal injunction on the class action lawsuit because it is more effective to submit an injunction. But to echo points that's already been made, that's in discussion and actually, it would cost a million dollars or something like that. It would cost a lot of money to do that so that's not really an option for us when it comes to budgeting.

Patrick: I think we're going to be handing out the budget so maybe before people comment, they can actually see the numbers and that way, it'll make a little more sense in people's heads.

Jack: Again, this is sort of like policy and procedure. The budget today and the Finance Committee report are being served as notice. This is not something we're voting on today but something that we're sharing again as information so that we can come back at the next Board meeting and vote in full.

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



MOTION: To extend speaking rights to Lee Anne Clarke, Business Manager.

Moved: Jack Fisher

Seconded: Sean Mitchell

Vote on Motion

Motion carried

Lee Anne Clarke, Business Manager:

I was going to have us just turn the first page and start, but I feel that after some of the things that Jack said, I just want to make a couple of comments and answer some of the questions. It was really a privilege at the Annual General Meeting to speak about what a positive financial position we were in. And I for one and many of us on the Finance Committee and office, were extremely hopeful about the Board's approval of the 3% plus the new cost of living and the revenue that would bring us where we wanted to go. I keep replaying the line that Jack had written, dragging us across the pools of grief. I think we certainly went through that. This is a difficult time to actually accept that where we wanted to go six or seven weeks ago is not where we can go.

For information, we've always maintained an accumulated surplus. It was almost one million dollars and then it was broken down to various components. We're required to keep some long investments, which we do. We have \$180,000 in that. The other thought is for our operating costs when we get our fees in February to carry us through until October. I feel very confident saying that if we make no changes to the budget and everything was just to go as we hoped in January, our usual budget and we didn't actually put forward and approve a Bunker Budget, whatever it looks like, we would have money to last us to probably the end of December. Of course, anything that we receive in October, whatever percentage that is, that would then push us a bit beyond, but not knowing that in any shape or form.

At this point, the Business Manager presented the budget.

Kiosk – When all the sides are actually rented, not to us, but rented to somebody else, it's about \$600 per month. We do need that functioning and it has to be functioning by September.

Bike Centre – The Bike Centre team felt that they could significantly increase their solicitations and donations because they actually have a number of members who are not undergrads. They are going to institute a membership fee. If you're not an undergrad, you will pay to use the Bike Centre and they feel pretty confident that they will get sufficient revenue from that.

Clubs / University Centre Services Security of Hallway – We met with Mike Calvert who said for one time and for one time only, for 2019/2020, they'll reduce the fee by 50%. It will go back up the following year.

SafeWalk – It is deemed mandatory but we do not collect a student fee for SafeWalk. We plan to run a referendum in the fall. We need the motion tonight to amend because it says we can run a referendum only in winter for fees. We need to run a referendum in the fall.

SHAC – I want to point out that the SHAC Coordinator's job description includes 50 flex hours because the expectation for SHAC to function is that the VP Academic is going to pick up all of the advocacy work in the summer.

Patrick: Thank you so much, Lee Anne, for putting all your work into this. At the Finance Committee, we heard how much overtime you've been working and I want to make that aware to the Board and so much extra effort into this. Thank you for that. Really quickly, for the Dental Plan Fee, will only the students who opt-in to the Dental Plan pay the Dental Plan Fee or does every student have to pay it?

Lee Anne: We're not sure. This is budgeted at 16,700 people which is the opt-out level. But that almost makes no sense and I would like to challenge that with whoever we get to challenge it with, if they'll allow us, because it's as much work opting a student out as there is having them stay on the plan, from an admin. point of view. But we'll have to see. It's budgeted for only those that opt-in.

Matteo: What would happen if we end up gaining less than 60% of student fees?

Lee Anne: This is one of the reasons we opted not to do Trick or Eat because we know that we need to be completely ready. We know the number. We know it's going to be \$343,000 and so we know what to expect. That will be the number we get in October. The minute that email pops up and we see that number, is the minute we're all meeting and we sort out what we need to do. And if it's slow down more, then we'll slow down more. Today was the first day I met with all of the new staff, that are not new to the CSA. They are returning in the same position or different position and they have all new contracts. We're grateful that we have this HR consultant on retainer who has guided us through this process of getting all new contracts. Our current contracts say you start here, you end there. That's it, a fixed term contract. There was nothing in the contract that said that if you don't show up to work at all and we're completely dissatisfied – you can actually not come to work and we can even fire you. But they can go to court and we would have to pay out that term. It's a fixed term, we've agreed to pay that amount of money. And that became obvious to us last year. We've been working to get the right language in the contracts. Our contracts actually now state that even without any disciplinary action, we can terminate every contract

within two weeks. When they were reading them today, some of them said, 'I get it, I understand' because they all understand this. And others said, 'oh that's really miserable'. They were really grateful for the final paragraph that Jack wrote. That is what we have to do. There will also be policies that will be coming, some of the policies that we're asking to have removed. For instance, we have a current policy on layoffs. We're working through all the HR policies and we currently have a policy that says for layoffs, you are entitled to three months notice. It's imperative that we have that removed. We cannot afford to pay people for three months if we need to let them go in October.

Daniel: Was the OHIP Plus program when that was running, a lot more generous than what was prior to that for that whole student drug or dental plan?

Lee Anne: OHIP Plus is available to people who are residents of Ontario. We have a lot of population here that aren't residents of Ontario and found themselves actually in a very precarious position. They'd go to the pharmacy, they'd be rejected because they weren't Ontario residents and then they would have to file separately and claim that way. But this whole OHIP Plus, we priced the health plan in light of the fact that OHIP Plus was brought in a year ago, January. Our fee, universal fee, was \$115 for everybody. Now with the Student Choice Initiative, we are required to offer an opt-out. We are now using the same numbers as the Dental. Generally, if you are opting out of Dental, you're going to opt-out of the Health, if you have an alternate plan. Our framework when it was voted on was a Universal Health Plan and an opt-out Dental Plan. OHIP Plus is no longer going to be the first insurer; it's going to be the second insurer, October 1. Our students, students who need health coverage who this year are paying \$115, effective September, they will pay \$175. That's a very sizable increase. For other undergrad students who have families and dependents, instead of \$115 plus \$115, which would be the cost of dependent coverage, it would be \$175 plus \$175. Apparently, we can get approval from the Board [of Governors] for this increase. We're supposed to keep 2.35% [as COLA] but it's external circumstances that have affected the fee, not us. We didn't change the plan, we didn't change anything.

Jamie: How was the decision reached that VP External ought to be cut between the four different Executive positions?

Aidan: I would preface with, this wasn't an easy decision. We were very cognizant with the impact it would have. Jack summed it up very well in his report where we had to take a really hard look and understand that this is something that, worst case, is enacted for the next three years until our government changes. Over those three years – like next year we're expecting a reduction in CSA, just what we can manage to do, right. And so we would expect that reduction would be then a reduction in impact on students and then a further reduction in those students who choose to opt-in. We want to minimize that as much as possible by prioritizing the student experience on campus and how we can directly impact the students that we serve on our campuses through the

student experience. I'm not saying that in my position, I'm saying that as the broader term of how students view the CSA and what do we tangibly bring them on campus. I say tangibly because I'm not trying to discredit the work that our VP External does. I'm trying to use specific titles here. But because it is a lot easier for a student to come to an event, to understand that it was brought to them by the CSA and to stay opted-in because of that than to have that representation on external committees explained to them and the value of that. That was the thing that we struggled with long and hard but eventually, we came to that conclusion that if there were one of the four that we had to suspend, it was that.

Rachel: Thank you for all your work with the budget. That was tremendous and it's not easy. I know other organizations have been doing three or four different budgets with different numbers so it's not fun. I have to say I'm extremely disappointed that minimum wage is being decreased. I think that's a huge loss. I don't know if this alternative has been discussed about increasing food prices at the Bullring to make these wages a little bit different. The Bullring food cost is already extremely reasonable, like extremely reasonable. There's a debit machine now so people are saving money from not having to take out any cash. I find it's really disappointing seeing wages go down because things are really tough out there, speaking as someone who works three minimum wage jobs and can barely get by. Also, the work that's been done by our current External VP is extremely essential in lobbying and has kept us up to date with all the Student Choice Initiative stuff and has done so much work and has really been a force for the Student Choice Initiative and fighting back against it and the voice for the students in that sense. It seems like such an essential position to have right now. Has there been any consideration to bring back, instead of cutting one position entirely, making them part-time positions just so we can at least have that voice still heard? I know that might not be possible but it's a possibility. Because I just think that specific role seems essential right now, when we need someone lobbying for us especially with this government, fighting for our rights, is basically so essential. If there's any way we could not decrease the minimum wage, I'd be really happy about that because I'm not pleased about that at all.

Patrick: I'll speak to a couple of points and I'm sure the Executive will too. I just wanted to say that the Finance Committee has sat through this two or three times at this point and asked the same questions the members of this table have asked. We said okay, let's bring External back, what does this budget look like. We looked through every possible scenario. We said how many other things could we switch or move around or change or do and it's just not there. Processing this information right now for the first time, it is really challenging. But I don't foresee a way for us to go forward in any other direction. We tried really hard and the Finance Committee, I think we can say we're not proud of what the budget is, but we're proud of the work we put into it and we're proud of all of the opportunities we tried to find and unfortunately, this is the reality. I'm sure Lee Anne could speak to the numbers more specifically, but I just want to say the decision to suspend the VP External was not taken lightly nor was the minimum

wage cut. But unfortunately, we couldn't see any other options to keep the essential services running. Like Aidan said, to keep the face of the CSA vibrant. I don't know if Lee Anne would mention this either but in light of your comments on minimum wage, I just thought it would be fair to say that the Bullring was not the only place that minimum wage was cut. It was cut across all CSA services.

Lee Anne: To address the point of the Bullring reduction from \$15 to \$14, these are for incoming staff in September. We needed to see the revenue base but they would have been working for only six weeks when we find out what our fees are. It's much easier for us to offer an increase than it is to offer \$15 to start and then offer a decrease. So it was very intentional. The current workers are all finishing in another week. They go down to a staff of five over the summer. They have no reduction and then it will just be for that six-week period. We do offer staff at the Bullring free meals, uniforms and tips. But we were very upset about the reduction and that was the framework that we put. It's six weeks so let's see. If we really have to do it, we'll continue but it'll be the first place we go on that side. The other point you raised about splitting positions. We currently have Executive and we have for the last number of years, who work a second job. If we have part-time Executive, we'll be constantly going from one job to the other and these positions all take – if it says 35 hours, it's like 50. That's just what it is and so we'll end up not doing not many things well if we start cutting a couple of positions in half. This part I do know because I've heard the conversations and participated in some of them that are directly relevant – the VP Academic will be the SHAC sort of person in the summer. There are links to the current services that exist in a central way to function versus a supervisor. We can share the load of supervising but we can't share the load of the actual work in some of those situations.

Natalie: One thing that I would like to emphasize is that if we are to suspend a position for however long, the work of that position will not stop. That's something that we need to emphasize. The other Executive will pick up the slack, field workers will pick up the slack, the staff pick up the slack and that's important. We're not going to stop fighting for what we believe in. We're not going to stop fighting for the rights of students and I just really want to emphasize that if we cut that position, the work will still get done. Whether that means working 60 hours a week instead of 50 hours a week, fine. It's going to get done and we will see that it gets done because we have to. That's our job.

Jamie: Something that I was talking about ironically with our campus radio station who is also under a lot of precarity in terms of funding right now, they rely on ancillary fees, was to do with the fact of what is the CSA. Like fundamentally. A lot of students, especially the students who are isolated from the CSA and don't see the work of the CSA and who will not opt-in to the CSA, just see it as another branch of university services. I know that is something that is corroborated by the fact that a lot of people think the university and not the CSA run the bus pass. You see things like mixed up calls. That's kind of key but I think it really underlines an existential crisis. What I was trying to point out when I was

talking to these CFRU people is what are the things that hypothetically, administration could run all of these services. Whether or not they actually will or would come up with the idea to do it in the first place, obviously a question. But hypothetically, they could incur all of these costs of operations and provide services. But the CSA, in my belief, is here to provide a forum for student democracy and that cannot be replaced by the administration. That is something that is independent and organized by students. That's where the CSA came from and if we cut the elected positions on this Board, we are undermining the very essence of what I think the CSA ought to be. We're not going to weather this whole Student Initiative without being able to reinsert the fact that the CSA is a student democracy before it is a student provider. I would really be hesitant to approve this budget as it stands, cutting the VP External. I might be a lone voice and I might be a little whiny baby for thinking that, but that is my strong opinion and I want everyone to think very long and hard about that and about what the CSA is actually going to have to do in the future to justify its own existence.

Matteo: Are we sure there are absolutely no cuts we can make in order to secure the VP position? We're budgeted to spend over \$1200 just on software and licensing. If we switched to open-source software, we could probably cut that number to a minimum. Are there seriously no cuts we could make to preserve the VP position?

Jack: We hear what you're saying and I've acknowledged that this is not just coming from the Finance Committee. But the Executive sat down and talked about cuts and different things and it was a serious balance between fiscal pragmatism and the way we feel about people and things. There is a balance. I hope people can see in this budget between not losing those services and not calling it the same things. One of the things that we were actually able to procure here at the Finance Committee was the Field Worker and I want to emphasize that specifically. Although maybe Field Worker doesn't ring the right bell, I had initially called it the External Liaison Officer, which would fill in everything other than the day-to-day operational aspects of the VP External. So that's the off-campus representation, like I said. We had a list of committees that the person would sit on and ideally, they'd also be at the Board meetings. That was sort of the hope that we talked about, our compromise. They'd be the liaison for the CFS. The person that goes to those conferences. If there are other specializations that CSA needs to be involved with like Wellington Water Watchers, CUPE conferences. But also, we've given them a budget to run those campaigns and be that person on campus if they are willing. That's just one thing. Not to undervalue the potential but we, as an organization, have advocacy and other portfolios. We're in a very unique place where our current VP External is going to be a CFS representative next year. Not that this plays a part into this or not. But the thing that I've emphasized so many times over the course of these conversations is that I don't want to remove a position. That's the language that I want to avoid. We're suspending it for the year with the hope that we can reinstate it in the fall. Aidan said three years and I think that's our pessimism

versus optimism playing into our conversations. This is how I've envisioned it where we're trying to balance the work that can be done with the fact that, to answer Matteo's question, we've tried to find space. Our first and foremost project for September will have to be getting students to opt into our fee and politics plays a little bit of that and we're hoping to continue that advocacy and that campaign work. But as a Board, we have to recognize that not many of the students are willing to recognize that it is valuable.

Daniel: I'm completely on the side of keeping the VP External. After all, back in the day when student unions on behalf of students were formed, essentially the position is symbolic of democracy and that interaction with the state and advocacy on behalf of students' rights and welfare and wellbeing.

Aidan: I've said it a few times this year in conversations to some Board members and more directly to Executive and staff, that the CSA is often tied between principle and pragmatism. I will be completely transparent, I am somebody who tends more towards the pragmatic side. I would like the idea if students did see us as a student democracy and they saw that as the value that we add to campus. Once upon a time they did. But I don't think that's how students see us anymore. The vast majority of students don't see us at all. There's a good amount of students who see us as a service provide, specifically the bus pass, and there is a small percentage that do still see us as the advocacy part on campus. I don't want to dismiss the value of that but I want to emphasize the rushed nature of what the Student Choice Initiative has caused is that we are now in the second semester in January and so we had a few months to put together promotional materials to suddenly tell students everything we do for them. That was very difficult so we decided to go with the pragmatic side and we are playing heavily on the things that are a lot easier to communicate to them directly and the things that are a lot more tangible. Those are the things we see this year with an increase. We've seen a lot more students pay attention to the CSA because we've stepped up our marketing and we've stepped up our event planning. We've done more external and advocacy work, like you said, Member Year, because our External VP this year has been great. What I'm trying to say is, if we were to undergo a larger shift towards our marketing and our purpose towards students and advertise that, I don't think that's something we could do in the next month. I don't think that's something we could have done starting in January. It would have been something that would have taken multiple years of completely shifting how we look at ourselves internally and how we want students to look at us. What was a lot simpler to transition into focusing on those more relatable things. I'm saying that purely as why VP External was the decision to be suspended because it's a lot harder to start from a lower portion and convince students of how valuable that position is than to start somewhere where you're a little higher and focus on that because you can that way guarantee more opt-ins. Hopefully, that came across right.

Lee Anne: A couple of points, please; I'm reversing it around. I get asked a lot from parents, in the summer as they are looking over the fees, as if they may or may not actually be families that are fortunate to afford certain things. It is my belief that for the CSA to survive this and to ensure our financial viability, it has to be direct user and they see what they are getting and that connection. That is sad and that is not what we've ever been before and that's not where we want to stay. We have one window next year because we don't know what that fee is and we're trying to get it right for one year. To Jamie's point before, we didn't blow our horn. It was a privilege to have mandatory fees where you don't have to wonder where the money comes from and you can do these things. Now we're forced to be relevant to the people who are paying our membership. They might not see us as being their voice at a different level as being that thing that they're going to say, I want that \$18. Right now, that is our focus. We need to keep financial vitality in order to actually exist. That is, I think the direction that we're trying to go in a temporary fashion so then we can regain the values that we have. Speaking to Jamie's point about not blowing our horn enough and Natalie's point of other people will pick up work. Already in the last six weeks, everyone is doing everyone's job as well as their own job because we're all in it to see that we actually have a long-term, not a short-term game; this is a long game. We're all starting on Monday. We have targeted areas on campus where we can give 400 students, during certain classes and waiting for buses, we have material that we want to distribute and be of value. We're trying to get it relatable, fast, quick, that they can remember. That will also be the same kind of campaign with parents and the big ringers are the Bull Ring, some of the Health and Dental and Advocacy work. We're even going to be changing the order of listing when it's parents that are calling and the emails that are going out and it will include things like the Student Memorial Service. It doesn't cost us a lot but those are things that people will say, I get that. We're in that time, we hope a very short time. I do not agree with Aidan, this is a three year plan. If we get this right and we can get over 60% in the fall, we are of value, we are valuable in a real way. We have just not gotten that out to the student population. I think we can get over 60% and I hope we can regain it.

***At this point, the Board moved into In Camera session.
See Minutes Item 15.14 for motions and discussion.***

After the In Camera Session:

Kayla: Point of Information. As for procedural point, since we're out of in camera, if there's a point that was said in camera but it doesn't need to be in camera, could the Board motion to make it public? Like I'm just referring to my own point. I'm thinking that I would like that to be public instead of in camera. It just happened to come about when we were in camera.

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



Chair: I believe so. That can be discussed during the discussion of the in camera minutes during the next Board meeting.

Rachel: It was just summed up by Member Paskinov. I just feel like the base purpose having a student union is to provide protection to students and may that be in the form of protecting student jobs, which now are on temporary, they're not protected, wages are going down. I think I'm just disappointed in the way the CSA is going towards producing events versus producing democracy on the greater scheme and protecting students in that sense. I understand. I see why you want to go that way. It seems that's what the student voice is wanting. I just think that when the consequences are seen on campus that, I don't know what kind of light the CSA will look when it sees those protections are gone. I'd just rather stay in a sense of protection rather than a sense of pleasing, but that's my own opinion.

Aidan: Point of Information. This is to receive it basically as information, right?

Chair: Yes, the budget is not being approved tonight.

MOTION: To close discussion on this item.

Moved: Nick Kowaleski

Seconded: Patrick MacCarthy

Vote on Motion

Motion carried

MOTION: To receive the budget presentation as information.

Moved: Patrick MacCarthy

Seconded: Sean Mitchell

Vote on Motion

Motion carried

MOTION: To recess for five minutes.

Moved: Natalie Clarke

Seconded: Matteo Raso

Vote on Motion

Motion carried

The meeting was called back to order at 9:15 pm.

Chair: I'd like to entertain a motion to move Item 15.12.1, as well as all the items with notice, up on the agenda for the sake of time constraints. If notice is not given, we can't vote on them at the next meeting. And the item that was added to New Business is time-sensitive.

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



MOTION: To reconsider the agenda.

Moved: Nick Kowaleski

Seconded: Patrick MacCarthy

Vote on Motion

Motion carried

MOTION: To move Item 15.12.1. as well as all items with notice earlier on the agenda.

Moved: Nick Kowaleski

Seconded: Jack Fisher

Vote on Motion

Motion carried

15.11.4. Amendment to Appendix E: Issues and Organizational Policy

WHEREAS notice of this policy amendment was given at the CSA Board meeting on March 13, 2019;

MOTION: That Appendix E: Issues and Organizational Policy be separated into two policies:

**Appendix E: Issues Policy and
Appendix I: Organizational Policy**

BIRT Appendix I: Organizational Policy be comprised of the following amended sections as presented to the Board of Directors meeting on March 27, 2019:

1. Relationship with the University of Guelph
2. CSA Interaction with other Organizations

BIFRT Appendix E: Issues Policy be comprised of the remaining sections, to be renumbered appropriately:

3. Post-Secondary Education Policy
4. Student Rights Issues

Moved: Kayla Weiler

Seconded: Daniel Nardone

Kayla: You folks have seen the organizational policy at the last meeting and hopefully, you've been able to take a read through it and not critique my grammar, that would be really good. Just to reiterate, this policy already exists in our Policy Manual so the only thing that we're changing or updating like the amendment that we made at the last meeting but also adding a bit more language to explain, such as the preamble the Canadian Federation of Students and then as well at the end, relationship with Guelph Transit. So it already exists and it's just good to have so that we know about the different stakeholder organizations that we have on campus or that the CSA works with and that we do already have pre-existing relationships with those groups. I just also wanted to say that the Issues Policy – it's been my passion project for the past two years to work on it and hopefully, it can be transitioned to the next Executive because it was a beast to handle and take on and there's a lot of issues that students deal with and are affected by on campus. I found a really cool structure to get through about with the issues and policies but unfortunately due to time, I won't be able to present it to this Board but I'll have the document on a computer and transition. It's 64 pages long so I can maybe shorten that. That's just my motivation for passing this. I kind of explained at the last meeting that the Issues Policy and Organizational Policy are two separate policies, just in general.

MOTION TO AMEND: To switch I and E so that the Organizational Policy is E and the Issues Policy is I.

Moved: Nick Kowaleski

Seconded: Matteo Raso

Nick: The organizational policy is something more static and unchanging whereas the issues policy may be something more malleable and fluid over time. So I think it makes sense to have the Organizational Policies higher up in the policies than organization rather than the issues.

Sean: We're going to need another alphabet soon.

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: That Appendix E: Issues and Organizational Policy be separated into two policies:

Appendix E: Organizational Policy and

Appendix I: Issues Policy

BIRT Appendix E: Organizational Policy be comprised of the following amended sections as presented to the Board of Directors meeting on March 27, 2019:

- Relationship with the University of Guelph
- CSA Interaction with other Organizations

BIFRT Appendix I: Issues Policy be comprised of the remaining sections, to be renumbered appropriately:

- Post-Secondary Education Policy
- Student Rights Issues

Vote on Motion as Amended
Motion carried

15.11.5. Summer Schedule of CSA Board Meetings

WHEREAS the CSA is implementing various financial strategies in response to the Provincial Government's Student Choice Initiative, including cancelling CSA Board Meetings during the summer;

MOTION: That CSA Bylaw 1, Section 4.1.2: be amended by inserting the following sentence:

An exception may be made for meetings during the summer semester, based on financial or other considerations.

So that the bylaw now reads:

4.1.2. The Board of Directors shall meet at least four (4) times during an academic semester. An exception may be made for meetings during the summer semester, based on financial or other considerations. The Policy & Transition Manager shall be responsible for scheduling these meetings.

This item was not discussed at this meeting. It will be added to the next agenda.

15.11.6. Speakers List

WHEREAS, on May 31, 2017, the CSA Board of Directors suspended the "gender parity" stipulation of the CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1;

WHEREAS the "gender parity" stipulation was suspended until such time as the Board chose to amend the "gender parity" stipulation; and

WHEREAS the following amendment to the CSA Rules of Order has been discussed and recommended by the Policy & Bylaw Review Committee;

MOTION: That the suspension of CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, is hereby lifted;

BIFRT CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, be deleted and replaced with the following wording:

2.0. Speakers List

2.1. The Central Student Association Board of Directors tries to operate through the lens of gender parity. This means Board members, Executive, staff, and those present should strive towards acknowledging the topic of discussion, and the voices that would be most suited to speaking on the issue. This includes acknowledging the amount of space they are taking up on the speakers list.

For example, this would mean that a topic revolving around gender-neutral bathrooms should include mostly voices from gender-oppressed peoples. Board members or Executive are encouraged to call people out of order if they feel as though this mandate is not being followed by others at the table.

This item was not discussed at this meeting. It will be added to the next agenda.

15.11.7. Quorum

WHEREAS the following amendment has been discussed and recommended by the Policy & Bylaw Review Committee;

MOTION: That CSA Rules of Order, Clauses 1.2.3. and 1.3.3. be amended with the addition of the following sentence:

At all times, quorum must be a minimum of three members.

This item was not discussed at this meeting. It will be added to the next agenda.

15.11. 8. NOTICE: Amendment to Policy Appendix A re CAPCOM

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

15.11. 9. NOTICE: Amendment to Policy Appendix A re Executive Portfolios

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

15.11.10. NOTICE: Amendment to Policy Appendix C: Human Resources

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

Jack: Very quickly, if anybody wants to go over this, I think it answers Sean's question earlier about the policy we've been working on this year.

15.11.11. NOTICE: Amendment to Policy Appendix G re Referendum

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

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



15.11.12. NOTICE: Amendment to Bylaw 1 re Minimum Number Directors

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

Nick: In case anyone is wondering, this has to do with a rule that is in the Non-Profit Corporation Act which says at all times, we have to have at least three directors.

15.11.13. NOTICE: Amendment to Bylaw 2 re Director Appointment

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

Nick: I remember earlier we had some discussion about filling vacant seats after the appointment process closes, so this just adds a continual process that will be in effect for the rest of the year, in case anyone is interested in representing their constituents.

15.11.14. Opt-In Posters

WHEREAS, since January 17, 2019, all student groups reliant on ancillary fees have been undermined by the actions of the Government of Ontario;

WHEREAS many of our campus partners, including, but not limited to Guelph Queer Equality, the Ontario Public Interest Research Group (OPIRG), and the Aboriginal Student Association, are in a precarious situation;

WHEREAS the Central Student Association (CSA) represents undergraduate students at the University of Guelph and supports, financially and otherwise, student clubs and groups;

WHEREAS the attached document was created by one of the OPIRG action groups, United Against Oppression, to promote opting-in to more obscure student organizations; and

WHEREAS the CSA stands in solidarity with other groups facing financial precarity;

MOTION: That the CSA prints (in colour) and disseminates, through a poster run, the attached document;

BIRT the CSA will internalize the cost of poster dissemination without requiring repayment or modifications to the document;

BIFRT the copies of the attached document will be disseminated in the poster run planned for the week of April 1 to 5, 2019.

This item was not discussed at this meeting. It will be added to the next agenda.

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



15.12. New Business

Added Item: 15.12.1. University Centre (UC) Board Appointments

MOTION: To appoint **Tanya Vohra, Steven Moulds, Alan Negrin, Thomas Kostoff, Hugh Cochrane,** and **Alison Beard** as primary undergraduate representatives on the University Centre (UC) Board for the 2019-2020 year.

Moved: Aidan Paskinov

Seconded: Patrick MacCarthy

Claudia: Does this mean all the seats have been filled or are there still more?

Aidan: There are currently, based on the people who are returning and the people that are being appointed now, there would be one primary seat still to be filled and all alternate seats to be filled.

Nick: How many alternates?

Aidan: Five alternates and ten total.

Vote on Motion

Motion carried

15.13. Announcements

This item was not presented at this meeting.

15.14. In Camera Session

MOTION: To move into *In Camera* session at 8:34 pm.

Moved: Sean Mitchell

Seconded: Matteo Raso

Sean: I would like to ask a couple quick questions about salaries and wages. I think because it is HR related, it might be beneficial to go in camera.

Vote on motion

Motion carried

MOTION: To allow the Business Manager to be present during the *In Camera* session.

Moved: Nick Kowaleski

Seconded: Patrick MacCarthy

Vote on motion

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 15
March 27, 2019 – 6:00 pm – UC 442



MOTION: To allow the Scribe and PTM to be present during the *In Camera* session.

Moved: Nick Kowaleski
Seconded: Patrick MacCarthy

Vote on motion
Motion carried

MOTION: To move out of *In Camera* session at 9:02 pm.

Moved: Claudia Idzik
Seconded: Matteo Raso

Vote on motion
Motion carried

15.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of March 27, 2019 at 9:28 pm.

Moved: Patrick MacCarthy
Seconded: Matteo Raso

Vote on Motion
Motion carried

Approved by the Board of Directors	Date: _____
Signed _____ Cameron Olesen Board Chair, 2018-2019	Date: _____
Signed _____ Earl Evans Policy and Transition Manager 2018-2019	Date: _____

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



Members Present: Jena-Lee Ashley, Isaiah Burton, Bret Flynn (left at 6:59 pm), Jamie Gibson, Horeen Hassan, Nick Kowaleski, Patrick MacCarthy, Sean Mitchell, Daniel Nardone, Matteo Raso (arrived at 6:30 pm), Rachel Vear, Margarita Wilson (left at 8:50 pm), Afshaun Zaman (left at 7:05 pm)

Regrets: Zante Botha, Anna Canella, Hesham Farag, Matthew Fletcher, Chris Giampaolo, Andrew Hodgkinson, Claudia Idzik, Nate Lewko, Alan Negrin, Jayden Wlasichuk

Executive Present: Jack Fisher, Aidan Paskinov, Natalie Clarke, Kayla Weiler

Chair: Cameron Olesen

Policy & Transition Manager: Earl Evans

Scribe: Thibeca Kengatharan

Guests: Lindsey Fletcher, Blakeney Smith, Sophia Suzuki
Muslim Students' Association: Zara Ahmed, Maaz Haq, Dina Ismail

Overview of Motions

16.2.1. Motion to Approve the Agenda

MOTION AS AMENDED: To approve the agenda for the CSA Board of Directors Meeting on April 3, 2019, as amended, so that Item 16.11.11, Ratification of Referendum Results, and Item 16.11.12, Approval of 2019-2020 Budget, are placed at the beginning of the Business items.

Motion carried

16.3. Ratifications and De-Ratifications

MOTION: To de-ratify CSA Board Members Hesham Farag, Andrew Hodgkinson, Claudia Idzik, and Matthew Fletcher.

Motion carried

16.6. Executive Committee Minutes

MOTION: To receive the Executive Committee Minutes as information for the following meetings:

16.6.1. Meeting # 28 – March 20, 2019

16.6.2. Meeting # 29 – March 26, 2019

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



16.7. Executive Updates

MOTION: To receive the following Executive Updates as information:

- 16.7.1 President
- 16.7.2 VP Student Experience
- 16.7.3. VP Academic
- 16.7.4. VP External

Motion carried

16.10.1. Policy & Bylaw Review Committee Report

MOTION: That the Policy & Bylaw Review Committee Report from Earl Evans, PBRC Chair, be received as information at the Board of Directors meeting on April 3, 2019.

Motion carried

16.11.2. Amendment to CSA Rules of Order re Speakers List

MOTION: That the suspension of CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, is hereby lifted.

Motion carried

MOTION AS AMENDED: That the CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, be deleted and replaced with the following wording:

2.0. Speakers List

2.1. The Central Student Association Board of Directors tries to operate through the lens of gender parity. This means Board members, Executive, staff, and those present should strive towards acknowledging the topic of discussion, and the voices that would be most suited to speaking on the issue. This includes acknowledging the amount of space they are taking up on the Speakers List.

For example, this would mean that a topic revolving around gender-neutral bathrooms should include mostly voices from gender-oppressed peoples. Board members or Executive are encouraged to raise a Point of Order if they feel as though this mandate is not being followed by others at the table.

2.2. The CSA will use a Speakers List prioritizing first-time speakers.

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



16.11.3. Amendment to CSA Rules of Order re Quorum

MOTION: That CSA Rules of Order, Clauses 1.2.3. and 1.3.3. be amended with the addition of the following sentence:

At all times, quorum must be a minimum of three members.

Motion carried

16.11.4. Amendment to Bylaw 1 re Summer Schedule of Board Meetings

MOTION: That CSA Bylaw 1, Section 4.1.2: be amended by inserting the following sentence:

An exception may be made for meetings during the summer semester, based on financial or other considerations.

So that the bylaw now reads:

4.1.2. The Board of Directors shall meet at least four (4) times during an academic semester. An exception may be made for meetings during the summer semester, based on financial or other considerations. The Policy & Transition Manager shall be responsible for scheduling these meetings.

Motion carried

16.11.5. Amendment to Bylaw 1 re Minimum Number Directors

MOTION: To recommend to the CSA Board that Bylaw 1: Organizational, Section 3.1. be amended to add an additional clause 3.1.9. as follows:

3.1.9. Should at any time the membership of the CSA Board of Directors fall below three Directors, the representative(s) appointed to fill the vacancy will become ratified without the requirement for a Board motion.

Motion carried

16.11.6. Amendment to Bylaw 2 re Director Appointment

MOTION: That Bylaw 2: Electoral, Section 2.2.5. be amended to add an additional clause e) as follows:

e) Should a seat(s) become vacant after the appointment process, the Chief Returning Officer will accept applications with the required 50 valid nomination signatures and submission of a 150-word statement, to be presented at the following Board of Directors meeting.

Motion carried

16.11.7. Amendment to Policy Appendix A re CAPCOM

WHEREAS the following amendment has been discussed and recommended by the Policy & Bylaw Review Committee; and

WHEREAS Appendix A: Internal CSA Policy lists the Capacity, Analysis and Planning Committee (CAPCOM) as a Standing Committee;

MOTION: That Appendix A: Internal CSA Policy, Section 2.4.1, be amended with the addition of the following sentence:

The Capacity, Analysis and Planning Committee is an ad hoc committee that may be formed at the discretion of the Board and the Executive, to address issues based on annual priorities.

Motion carried

16.11.8. Amendment to Policy Appendix A re Executive Portfolios

MOTION AS AMENDED: That the amended Appendix A: Internal CSA Policy, Section 13 re Executive Portfolios be approved with the VP External portfolio amended as follows:

- Clause 13.6.15a, change the word “Ethical” to “Suppliers”
- At the end of the committee list, add Guelph District Labour Council

Motion carried

16.11.9. Amendment to Policy Appendix C: Human Resources

MOTION: That the amended Appendix C: CSA Human Resources Policy, be approved as presented.

Motion carried

16.11.10. Amendment to Policy Appendix G re Referendum Timing

WHEREAS Appendix G: CSA Electoral, Clause 6.3, states that referendum questions shall be included during the General Elections period;

MOTION: That Appendix G: CSA Electoral, Section 6.3, be amended to delete the word “General” so that the clause now reads:

6.3. Referendum questions shall be included during the Elections period.

Motion carried

16.11.11. Ratification of Referendum Results - General Election 2019

MOTION: To ratify the following Referendum results, based on the CSA General Election – Winter 2019:

Approved Referendum Questions:

The Sustainability Action Fund (SAF):

Do you support the collection of a \$10 per semester student fee (Fall & Winter) or \$2.00 per 0.5 credits for part-time students, indexed to the cost of living towards projects and programs that advance campus sustainability and climate action at the University of Guelph? The student fee will be collected for a period of 30 years, beginning January 2020 and ending December 2050. This fee will be subject to be increased annually, as per the Statistics Canada consumer price index annual average for Ontario.

The Ontarion:

The Ontarion currently collects \$3.12, per full-time student per semester to support its operation, which is supplemented by advertising revenue. In light of industry-wide declining advertising revenue, would you support an increase of \$2.00 to this amount in order to help fund The Ontarion's continued operations and transition to a multimedia news platform providing training and experience to students?

The Guelph Centre for Urban Organic Farming (GCUOF):

The Guelph Centre for Urban Organic Farming (GCUOF) currently collects \$0.00 in student fees towards its operations. Do you support the collection of a FULL-TIME/PART-TIME student fee of \$1.00 per F/W semesters for help to support and sustain the farm? The fee will be collected for a period of 10 years starting September 2019 and ending September 2029. This fee will not be increased annually, as per Statistics Canada consumer price index annual average for Ontario.

Motion carried

16.11.12. Approval of 2019-2020 Budget

MOTION AS AMENDED: To approve the 2019-2020 CSA Budget as amended;

BIRT the Board direct the Finance Committee to attempt to balance the budget in a way that would assume 60% student fees opt-in;

BIFRT the Finance Committee be empowered to act on behalf of the Board to make any cuts to the budget that do not remove Executive positions; and

BIFRT the Finance Committee provide an overview of any changes to the Board no later than April 30, 2019 as well as an update report for the first meeting of the next Board.

Motion carried

16.11.13. Board Meeting Schedule 2019-2020

MOTION: That the Board of Directors Meeting Schedule, 2019-2020, be approved as presented at the Board meeting on April 3, 2019.

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



16.11.14. Executive Empowerment for Summer 2019

MOTION: To transfer Executive Empowerment to the 2019-2020 Executive Committee; **BIRT** Executive Empowerment shall start at the end of the last Board meeting of the semester, April 3, 2019, and conclude at the beginning of the first meeting of the Fall 2019 semester;

BIFRT any notable decisions made by the Executive Committee will be reported and presented to the Board in a timely manner.

Motion carried

16.14. In Camera Session

MOTION: To move into *In Camera* session at 7:41 pm.

Motion carried

MOTION: To move out of *In Camera* session at 7:58 pm.

Motion carried

16.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of April 3, 2019 at 9:09 pm.

Motion carried

Agenda # 16 – April 3, 2019

16.0. Call to Order

16.1. Land Acknowledgement

16.2. Adoption of the Agenda

16.2.1. Motion to Approve the Agenda

16.3. Ratifications and De-Ratifications

16.4. Comments from the Chair

16.4.1. Introductions and Pronouns

16.5. Approval of Past Board Minutes

16.6. Executive Committee Minutes

16.6.1. Meeting # 28 – March 20, 2019

16.6.2. Meeting # 29 – March 26, 2019

16.7. Executive Updates

16.7.1. President

16.7.2. VP Student Experience

16.7.3. VP Academic

16.7.4. VP External

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



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- 16.8. Director Reports**
 - 16.9. CSA Services Updates and Reports**
 - 16.10. Committee Updates and Reports**
 - 16.10.1. Policy & Bylaw Review Committee Report
 - 16.10.2. End of Year Executive Report (information)
 - 16.11. Business**
 - 16.11. 1. Gryphons Opt-In Posters
 - 16.11. 2. Amendment to CSA Rules of Order re Speakers List
 - 16.11. 3. Amendment to CSA Rules of Order re Quorum
 - 16.11. 4. Amendment to Bylaw 1 (S.4.1.2) re Summer Schedule of Bd Mtgs
 - 16.11. 5. Amendment to Bylaw 1 (S. 3.1.9) re Minimum Number Directors
 - 16.11. 6. Amendment to Bylaw 2 (S. 2.2.5) re Director Appointment Process
 - 16.11. 7. Amendment to Policy Appendix A re CAPCOM as Ad Hoc
 - 16.11. 8. Amendment to Policy Appendix A re Executive Portfolios
 - 16.11. 9. Amendment to Policy Appendix C: Human Resources
 - 16.11.10. Amendment to Policy Appendix G: re Referendum Timing
 - 16.11.11. Ratification of Referendum Results - General Election 2019
 - 16.11.12. Approval of 2019-2020 Budget
 - 16.11.13. Board Meeting Schedule 2019-2020
 - 16.11.14. Executive Empowerment for Summer 2019
 - 16.12. New Business**
 - 16.13. Announcements**
 - 16.14. In Camera Session**
 - 16.15. Adjournment**
-

Minutes # 16 – April 3, 2019

16.0. Call to Order

Chair Cameron Oleson called the meeting to order at 6:15 pm.

16.1. Land Acknowledgement

Land Acknowledgement by Horeen Hassan

I'd like to remind everyone that, the land upon which our western society thrives, is in fact stolen land. The country known as "Canada" benefits from colonization, genocide, and also benefits from the current and constant violence, subjugation and marginalization of the First Nations, Metis and Inuit people.

Colonialism is not a thing of the past, colonization is right here, and colonization is right now! It's in our systems, it's in our institutions, it's in our organizations. It exists as oppressive power imbalances and power dynamics in our society. It exists every time the government decides to put a pipeline through Indigenous land. It exists every time the lives of murdered indigenous youth and women are

devalued as their murderers roam free. It exists every time there's an overrepresentation of Indigenous folks in the prison system. It exists every time the RCMP violently removes indigenous people from their own land.

This is not Canada, this is Turtle Island!

The University of Guelph resides on the ancestral lands of the Attawandaron people and the treaty lands and territory of the Mississaugas of the Credit. We need to understand the significance of the Dish with One Spoon Covenant to this land and we must offer our respect to our Anishinaabe, Haudenosaunee and Metis neighbours as we strive to strengthen our relationships with them.

This land acknowledgement is not token or a chore today as it often is, but rather it's a reminder that we have so much work ahead of us if we are to move towards true and meaningful reconciliation.

16.2. Adoption of the Agenda

16.2.1. Motion to Approve the Agenda

MOTION: To approve the agenda for the CSA Board of Directors Meeting on April 3, 2019, as printed and distributed.

Moved: Patrick MacCarthy

Seconded: Margarita Wilson

Jamie: I would like to motion to amend the agenda such that business to which I think many of our guests are here, although I cannot speak on their behalf, is placed at the beginning. I'm referring to item 16.11.12 which is Approval of the 2019-2020 budget.

MOTION TO AMEND: To amend the agenda such that Item 16.11.12, Approval of 2019-2020 Budget, is placed at the beginning of the Business items.

Moved: Jamie Gibson

Seconded: Bret Flynn

Vote on Motion to Amend

Motion carried

Aidan: I just want it to be noted that we're only at quorum right now and two of our members unfortunately have to leave in half an hour. Just wanted to throw that out there so that everyone knows. Text your friends that are Board Members to see if they can get here or we might have to forced to do the thing that we did last week which would not be very good.

Jack: We should move 16.11.11 to the top, right before 16.11.12. We need to ratify the referendums.

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



MOTION TO AMEND: To amend the agenda such that Item 16.11.11, Ratification of Referendum Results, is placed at the beginning of the Business items.

Moved by: Jack Fisher

Seconded by: Margarita Wilson

Jack: We need to ratify the referendums.

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: To approve the agenda for the CSA Board of Directors Meeting on April 3, 2019, as amended, so that Item 16.11.11, Ratification of Referendum Results, and Item 16.11.12, Approval of 2019-2020 Budget, are placed at the beginning of the Business items.

Vote on Motion as Amended

Motion carried

16.3. Ratifications and De-Ratifications

This item was discussed later in the meeting.

MOTION: To de-ratify CSA Board Members Hesham Farag, Andrew Hodgkinson, Claudia Idzik, and Matthew Fletcher.

Moved: Nick Kowaleski

Seconded: Matteo Raso

Nick: Before this meeting, I had discussions with all of those individuals if they would like to be considered resigned as they are unable to attend the meeting. Accepting the resignation of these four individuals would reduce our quorum by two and bring our quorum down to ten. If anyone would like to see the Facebook messages, I can show you.

Vote on Motion

Motion carried

16.4. Comments from the Chair

Chair: Thank you everyone for being here tonight. This should be the last Board meeting of the semester. Hopefully, we're able to get through as much of this as possible. I'd like to reiterate if anyone knows a Board member and can ask them to come, we are just at quorum and we will unfortunately be losing two members as the night continues.

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



16.4.1. Introductions and Pronouns

16.5. Approval of Past Board Minutes

16.6. Executive Committee Minutes

MOTION: To receive the Executive Committee Minutes as information for the following meetings:

16.6.1. Meeting # 28 – March 20, 2019

16.6.2. Meeting # 29 – March 26, 2019

Moved: Margarita Wilson

Seconded: Patrick MacCarthy

Vote on Motion

Motion carried

16.7. Executive Updates

16.7.1. President

Jack: It's been a pretty successful year. Thank you everyone for being here. For the sake of time, I'm going to waive, you can read my report.

16.7.2. VP Student Experience

Aidan: Similar to Jack, I won't take up a lot of your time. It's all in my report but I do want to say it again, thank you for those who have given time to come to the CSA Board regularly. I've been on the Board before. I know that it can often take up a lot of your time, especially when you're a busy student, so we really appreciate it.

16.7.3. VP Academic

Natalie: Pretty much the same as Aidan and Jack. I won't take much of your time. Just an update on the Fall Reading Week survey – responses are at about 5,300 so if you could please push that as much as possible, I'd greatly appreciate it. The deadline is tomorrow at midnight. I will make sure all of you have the final results by next week.

16.7.4. VP External

Kayla: Hi Folks! I'd just like to take a moment to welcome Dina and Zara from the Muslim Student Association. They have come here after having great meetings

with Dina to talk about how to make better connections between the CSA and the MSA. Thank you for coming tonight. I just want to say I have no regrets running as the VP External for my second term at the CSA. Thank you all for being such a great Board this year. It was a great chance for me to complete some unfinished projects like the Organizational Policy that I've been working on for a while. As well, to do more work with the Canadian Federation of Students and running really cool campaigns with you folks in the room. It's great to see people who don't know much about the fight for free education and then now they're experts – so it's great to see all of you folks continue to work together. I just want to say the Students United will never be defeated. As a united group, we can never be defeated if we stand together. When it comes to Business Updates, I only have one. Ontario Budget Day is April 11th 2019 and I have the pleasure of being part of the budget lockup meaning that I will see the Ontario budget before it is released to the public so that's kind of a cool opportunity and stay tuned for the updates on that day. I won't necessarily be able to update the CSA directly since they take your phone and your laptop and all that kind of stuff when we read the budget but there will be a media on that day about the budget.

MOTION: To receive the following Executive Updates as information:

- 16.7.1 President
- 16.7.2 VP Student Experience
- 16.7.3. VP Academic
- 16.7.4. VP External

Moved: Patrick MacCarthy

Seconded: Horeen Hassan

Vote on Motion

Motion carried

16.8. Director Reports

Afshaun: waive

Bret: waive

Jamie: waive

Jena Lee: waive

Isaiah: waive

Rachel: waive

Daniel: waive

Horeen: First of all, I want to say thank you so much to all the Board members for all the work you've done, reiterating everything that Jack and Aidan and everyone else has already said. My time on the CSA Board has been really pleasant this

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



year. I've had the opportunity to learn so much from everyone here at this Board. The election results were ratified at the last Board meeting. I haven't had a chance to say congratulations to everyone that ran in the election. It was really nice to see that we went above quorum and I'm really pumped for my new position and to carry on the same momentum as the current VP External in surveying and advocating for students.

Sean: Although I joined the CSA Board late this year, I still feel like it was a very full year and I'm happy with what we've accomplished and where we've been able to get to.

Nick: This is my fourth and final year on the CSA Board. I just want to thank you all for the excellent work you've been doing.

Patrick: waive

Margarita: waive

16.9. CSA Services Updates and Reports

16.10. Committee Updates and Reports

16.10.1. PBRC Report

MOTION: That the Policy & Bylaw Review Committee Report from Earl Evans, PBRC Chair, be received as information at the Board of Directors meeting on April 3, 2019.

Moved: Nick Kowalaski

Seconded: Margarita Wilson

Vote on Motion

Motion carried

16.10.2. End of Year Executive Report

Jack: There are a few things that have popped up this week. We haven't been able to complete the report yet. It's just a document outlining all the stuff that's happened this year so we'll be emailing it to the Board when we do have it finished. It came up last Wednesday and we just haven't had a chance yet. So it's not coming to you. It's more for information, like it says there. Check your emails and it should be to you by the end of the week.

16.11. Business

16.11.1. Gryphon Opt-In Posters

WHEREAS, since January 17, 2019, all student groups reliant on ancillary fees have been undermined by the actions of the Government of Ontario;

WHEREAS many of our campus partners, including, but not limited to Guelph Queer Equality, the Ontario Public Interest Research Group (OPIRG), and the Aboriginal Student Association, are in a precarious situation;

WHEREAS the Central Student Association (CSA) represents undergraduate students at the University of Guelph and supports, financially and otherwise, student clubs and groups;

WHEREAS the attached document was created by one of the OPIRG action groups, United Against Oppression, to promote opting-in to more obscure student organizations; and

WHEREAS the CSA stands in solidarity with other groups facing financial precarity;

MOTION: That the CSA prints (in colour) and disseminates, through a poster run, the attached document;

BIRT the CSA will internalize the cost of poster dissemination without requiring repayment or modifications to the document;

BIFRT the copies of the attached document will be disseminated in the poster run planned for the week of April 1 to 5, 2019.

Moved: Jamie Gibson

Seconded: Margarita Wilson

MOTION: To waive the reading of the Whereas clauses.

Moved: Sean Mitchell

Seconded: Patrick MacCarthy

Vote on Motion

Motion carried

Jamie: Is there a poster run next week? [No] I think we should just withdraw this unless there is a poster run between now and sometime later this semester. If not, this motion is I think out of order because there's nothing to be voted on.

Matteo: Point of Information. I've already seen these posters being posted around the university.

Margarita: I can't confirm how they got there but I have seen them. They're not allowed in residence right now, so I've had to take them down.

Jack: We had one of our various volunteers in a bunch of places who I think made the posters. We stamped some posters and they put them up themselves. They didn't do the poster run but someone had done it.

Matteo: So basically, this is redundant?

Jack: Well, the poster run is a paid-for service.

The Main Motion was ruled out of order and no vote was taken.

16.11.2. Amendment to CSA Rules of Order re Speakers List

WHEREAS, on May 31, 2017, the CSA Board of Directors suspended the “gender parity” stipulation of the CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1;

WHEREAS the “gender parity” stipulation was suspended until such time as the Board chose to amend the “gender parity” stipulation; and

WHEREAS the following amendment to the CSA Rules of Order has been discussed and recommended by the Policy & Bylaw Review Committee;

MOTION: That the suspension of CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, is hereby lifted;

BIFRT CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, be deleted and replaced with the following wording:

2.0. Speakers List

2.1. The Central Student Association Board of Directors tries to operate through the lens of gender parity. This means Board members, Executive, staff, and those present should strive towards acknowledging the topic of discussion, and the voices that would be most suited to speaking on the issue. This includes acknowledging the amount of space they are taking up on the Speakers List.

For example, this would mean that a topic revolving around gender-neutral bathrooms should include mostly voices from gender-oppressed peoples. Board members or Executive are encouraged to call people out of order if they feel as though this mandate is not being followed by others at the table.

MOTION: To divide the question.

Moved: Kayla Weiler

Seconded: Margarita Wilson

Vote on Motion to divide the question

Motion carried

WHEREAS, on May 31, 2017, the CSA Board of Directors suspended the “gender parity” stipulation of the CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1; and

WHEREAS the “gender parity” stipulation was suspended until such time as the Board chose to amend the “gender parity” stipulation;

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



MOTION: That the suspension of CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, is hereby lifted.

Moved by: Jack Fisher

Seconded by: Margarita Wilson

Kayla: I would just like to say a big congrats to our VP Student Experience for doing a really good job in writing the content for it. It was a lot of back and forth of how to phrase it and I just want to say it's really well-written in my view and I just want to say congrats to Member Paskinov for putting in such good effort.

Vote on Motion

Motion carried

WHEREAS the following amendment to the CSA Rules of Order has been discussed and recommended by the Policy & Bylaw Review Committee;

MOTION: That the CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, be deleted and replaced with the following wording:

2.0. Speakers List

2.1. The Central Student Association Board of Directors tries to operate through the lens of gender parity. This means Board members, Executive, staff, and those present should strive towards acknowledging the topic of discussion, and the voices that would be most suited to speaking on the issue. This includes acknowledging the amount of space they are taking up on the Speakers List.

For example, this would mean that a topic revolving around gender-neutral bathrooms should include mostly voices from gender-oppressed peoples. Board members or Executive are encouraged to call people out of order if they feel as though this mandate is not being followed by others at the table.

Moved: Nick Kowaleski

Seconded: Margarita Wilson

Nick: Would it be possible for me to change that? There is a line missing that we had discussed. The line prioritizing first time speakers, we want to keep that in. At the end, it would just say: The CSA Speakers List will prioritize first-time speakers.

MOTION TO AMEND: To amend the wording to add:

2.2. The CSA Speakers List will prioritize first-time speakers.

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



Moved: Nick Kowaleski
Seconded: Kayla Weiler

Nick: I know a lot of folks on the Policy Committee; they want to make sure this wording was very good and it's great.

Chair: Just to speak to a couple of things, the first thing I wanted to note was as it's worded, if this were to be approved, there's no longer a rule that states that the CSA will use a Speakers List. In Robert's Rules, there's no stipulation of a Speakers List. In fact, it works based on who requests first. According to this, it just has rules about the Speakers List without stipulating that there will be a Speakers List.

MOTION TO AMEND THE AMENDMENT: To amend 2.2. as follows:

2.2. The CSA will use a Speakers List prioritizing first-time speakers.

Moved: Nick Kowaleski
Seconded: Kayla Weiler

Vote on Motion to Amend the Amendment
Motion carried

Chair: If I may once again speak, another issue I see with the amendment is that it says, "Board members or Executive are encouraged to call people out of order if they feel as though this mandate is not being followed by others at the table." Technically that's not allowed within Robert's Rules. You would be able to raise a Point of Order which is a request for a ruling from the Chair but it is not calling someone out of order.

MOTION TO AMEND: To change "call people out of order" to "raise a Point of Order" in the second paragraph of clause 2.1.

Moved: Kayla Weiler
Seconded: Nick Kowaleski

Vote on Motion to Amend
Motion carried

Chair: The only other concern I had from a procedural standpoint is it doesn't very clearly define under what conditions it would be considered out of order, in terms of how the Speakers List is organized. Without a clear mandate, it would be difficult to rule on for a Chair.

Aidan: In consultation with the groups on campus that I chatted with, I did intentionally write this so that it had a bit of interpretation to it because we acknowledge that the CSA operates in an anti-oppressive mandate and all of our

Board goes through anti-oppression training. We shouldn't have to have the Chair mandating a list of people's gender to determine that. The Board should be able to administer itself because we operate in that way and we have that frame. I am not totally against leaving it vague. Provided the Chair is properly trained, should be able to understand and rule on when somebody is not operating in an anti-oppressive mandate and they would not be operating in an anti-oppressive mandate if they were taking up space or not respecting gender parity.

Chair: If I may, to keep the spirit of it as you intended while also making it something that can be ruled upon, you could change it rather than making it a ruling directly on it, change it to "Board Members and Executives are encouraged to raise awareness or raise concern with the proportionality in the discussion." Simply because as it stands, if a Chair was to rule on it, it's easily something that could be challenged and then purely based upon the will of the Board because it doesn't have a clear when you're in the right and when you're wrong with it.

Kayla: My question is for the Chair for procedural. Let's say gender parity is broken, could it be put to a vote with the Board to determine if gender parity has been broken? With this wording that we have, could the Chair rule on it?

Chair: The way it would work is the same with any other ruling. The Chair would rule on it because the Chair is the one that makes rulings within the structure of the Board at which point a Member could challenge the Chair. If that challenge was seconded, the Chair would then defend the ruling and the Board would then vote on the ruling. The decision of the vote would determine whether the ruling stands or whether or not it is defeated. The reason I say it would be difficult to rule on is - so if I may ask a question, would you be able to define gender parity in this instance?

Aidan: That's why I made sure to give the example, because we came to the conclusion that for different topics, gender parity, not necessarily means different things but can be seen differently. Because for a topic like gender-neutral bathrooms, my voice as a white, cis male, should not be someone who's talking. But a queer person or a trans person is somebody who should have their voice present and that's where the gender parity comes in. Those are the voices that should be prioritized on the speakers list but as we understood, you fall under tricky grounds if you try and administer that very strictly because there are multiple gender identities and you can't just rotate like that. I feel like leaving it up to the Board to administer themselves, knowing they receive anti-oppression training, is the best course of action.

Chair: If I may speak to that. The first problem that I have is by putting it up for a vote by the Board, it opens up the decision to be the result of the "tyranny of the majority" which is the purpose of having the Chair as a neutral person. By having it go to a vote of the Board, it means that if, and to speak to it within its context, if a majority of the Board had a particular gender identity and decided they didn't like the way the ruling went, they could collectively go against the spirit of what you are intending here simply because they are the majority. That's the first thing I'm

speaking mostly to in Robert's Rules, this is the intention of having a Chairperson make rulings that can be challenged rather than having the Board itself make rulings initially. In addition to that, I understand the idea of context mattering in this but the main reason it would be difficult to rule on is if we take the example of gender-neutral bathrooms. Is the intention of the rule that only those of gender-oppressed identity would speak to that item and if not, what is the proper ratio of such a thing? If there is not an implicitly written rule, it's arguable either way as to whether or not it fits to this rule as written.

Kayla: I've been in different spaces where there's Robert's Rules where it's like microphones set up so you physically have to go to the microphone to speak, such as like Ontario Federation of Labour meetings. In that case, there's a situation of where I was standing in line and somebody who was ahead of me, gave me priority to speak on the topic and actually they said, "what is your name? what is your pronouns?" and that's how they addressed me. He said "I use he/him pronouns", you should speak before me. It's kind of an example of self-organization. Let's say in the example of the gender-neutral washrooms discussion, what that means is not necessarily the Chair policing who is on the Speakers List but rather people noting in the room how much time they're using up. For example, myself, I speak a lot but when it comes to gender-neutral washrooms, for example if Aidan is on the Speakers List constantly, then it's I guess up to the Chair to maybe remind the room to practice gender parity, prioritizing voices that are gender-oppressed. As in not a direct call-out for Aidan constantly being on the list or for Kayla constantly being on the list but rather just reminding the room of the space they take up. It's kind of a self-organization. People have to check themselves. It does make the role of the Chair very difficult. I guess it's just mindful to remind the room that the speakers that have spoken a lot are like cis people or particularly not-binary people about the gender-neutral washrooms discussion.

MOTION: To call the question

Moved: Patrick MacCarthy

Seconded: Nick Kowaleski

Vote on Motion to call the question

Motion carried

Nick: I believe I said the CSA will use the Speakers List so that would apply to general meetings as well.

WHEREAS the following amendment to the CSA Rules of Order has been discussed and recommended by the Policy & Bylaw Review Committee;

MOTION AS AMENDED: That the CSA Rules of Order, Section 2.0. - Speakers List, Clause 2.1, be deleted and replaced with the following wording:

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



2.0. Speakers List

2.1. The Central Student Association Board of Directors tries to operate through the lens of gender parity. This means Board members, Executive, staff, and those present should strive towards acknowledging the topic of discussion, and the voices that would be most suited to speaking on the issue. This includes acknowledging the amount of space they are taking up on the speakers list.

For example, this would mean that a topic revolving around gender-neutral bathrooms should include mostly voices from gender-oppressed peoples. Board members or Executive are encouraged to raise a Point of Order if they feel as though this mandate is not being followed by others at the table.

2.2. The CSA will use a Speakers List prioritizing first-time speakers.

Vote on Motion as Amended Motion carried

Patrick: Point of Order. I move to reconsider the motion for Item 16.11.12, the approval of the 2019-2020 budget.

Nick: Point of Order. He was not on the prevailing side of that motion. He cannot move to reconsider.

16.11.3. Amendment to CSA Rules of Order re Quorum

WHEREAS the following amendment has been discussed and recommended by the Policy & Bylaw Review Committee;

MOTION: That CSA Rules of Order, Clauses 1.2.3. and 1.3.3. be amended with the addition of the following sentence:

At all times, quorum must be a minimum of three members.

Moved: Nick Kowaleski

Seconded: Kayla Weiler

Nick: This is just something written in the policy that doesn't make sense. It was lacking in the policy and that's all.

Vote on Motion Motion carried

Discussion of Bylaw Amendments:

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



MOTION: To consider the Bylaw Amendments as omnibus.

Moved: Nick Kowaleski

Seconded: Horeen Hassan

Vote on Motion

Motion carried

MOTION: To approve Bylaw Amendments, Items 16.11.4, 5 and 6 as omnibus

Moved: Patrick MacCarthy

Seconded: Margarita Wilson

Vote on Omnibus Motion to approve Bylaw Amendments

The Chair stated that a Motion to amend a bylaw requires a Roll Call Vote.

Roll Call Vote:

In Favour: Jena-Lee Ashley, Isaiah Burton, Rachel Vear, Jamie Gibson, Horeen Hassan, Nick Kowaleski, Patrick MacCarthy, Sean Mitchel, Daniel Nardone, Matteo Raso, Margarita Wilson

Opposed: [No Members]

Motion carried

The Chair announced that the Motion was carried in a vote of 11 in favour, 0 opposed.

16.11.4. Amendment to Bylaw 1 re Summer Schedule of Board Meetings

WHEREAS the CSA is implementing various financial strategies in response to the Provincial Government's Student Choice Initiative, including cancelling CSA Board Meetings during the summer;

MOTION: That CSA Bylaw 1, Section 4.1.2. be amended by inserting the following sentence:

An exception may be made for meetings during the summer semester, based on financial or other considerations.

So that the bylaw now reads:

4.1.2. The Board of Directors shall meet at least four (4) times during an academic semester. An exception may be made for meetings during the summer semester, based on financial or other considerations. The Policy & Transition Manager shall be responsible for scheduling these meetings.

Item 16.11.4 was approved as part of an omnibus motion.

16.11.5. Amendment to Bylaw 1 re Minimum Number Directors

WHEREAS the following amendment has been discussed and recommended by the Policy & Bylaw Review Committee;

MOTION: To recommend to the CSA Board that Bylaw 1: Organizational, Section 3.1. be amended to add an additional clause 3.1.9. as follows:

- 3.1.9. Should at any time the membership of the CSA Board of Directors fall below three Directors, the representative(s) appointed to fill the vacancy will become ratified without the requirement for a Board motion.

Item 16.11.5 was approved as part of an omnibus motion.

16.11.6. Amendment to Bylaw 2 re Director Appointment

WHEREAS the following amendment has been discussed and recommended by the Policy & Bylaw Review Committee; and

WHEREAS a process may be required to facilitate the appointment of more members on the CSA Board;

MOTION: That Bylaw 2: Electoral, Section 2.2.5. be amended to add an additional clause e) as follows:

- e) Should a seat(s) become vacant after the appointment process, the Chief Returning Officer will accept applications with the required 50 valid nomination signatures and submission of a 150-word statement, to be presented at the following Board of Directors meeting.

Nick: Friendly amendment. For the last one, where it says “following” Board of Directors meeting, it would make more sense to say “next” Board of Directors Meeting, because following what? To change “following” to “next”.

MOTION TO AMEND: To amend the Motion so that it reads “next” Board of Directors meeting rather than “following” Board of Directors meeting.

Moved: Nick Kowaleski

Seconded: Jack Fisher

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: That Bylaw 2: Electoral, Section 2.2.5. be amended to add an additional clause e) as follows:

- e) Should a seat(s) become vacant after the appointment process, the Chief Returning Officer will accept applications with the required 50 valid nomination signatures and submission of a 150-word statement, to be presented at the next Board of Directors meeting.

Item 16.11.6 was approved as part of an omnibus Motion.

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



Discussion of Policy Amendments:

MOTION: To consider Policy Amendments as omnibus.

Moved: Nick Kowaleski

Seconded: Isaiah Burton

MOTION TO AMEND THE MOTION: To discuss Item 16.11.8. separately.

Moved: Kayla Weiler

Seconded: Sean Mitchell

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: To consider Policy Amendments as omnibus, except Item 16.11.8., to be discussed separately.

Vote on Motion as amended

Motion carried

MOTION: To approve Policy Amendments, Items 16.11.7 and 9-10, as omnibus.

Moved: Patrick MacCarthy

Seconded: Margarita Wilson

Vote on Omnibus Motion to approve Policy Amendments

Motion carried

16.11. 7. Amendment to Policy Appendix A re CAPCOM

WHEREAS the following amendment has been discussed and recommended by the Policy & Bylaw Review Committee; and

WHEREAS Appendix A: Internal CSA Policy lists the Capacity, Analysis and Planning Committee (CAPCOM) as a Standing Committee;

MOTION: That Appendix A: Internal CSA Policy, Section 2.4.1, be amended with the addition of the following sentence:

The Capacity, Analysis and Planning Committee is an ad hoc committee that may be formed at the discretion of the Board and the Executive, to address issues based on annual priorities.

Item 16.11.7 was approved as part of an omnibus Motion.

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



16.11.8. Amendment to Policy Appendix A re Executive Portfolios

MOTION: That the amended Appendix A: Internal CSA Policy, Section 13 re Executive Portfolios be approved as presented.

Moved: Kayla Weiler

Seconded: Jamie Gibson

MOTION TO AMEND: To amend the VP External portfolio as follows:

- Clause 13.6.15a, change the word “Ethical” to “Suppliers”
- At the end of the committee list, add Guelph District Labour Council

Moved: Kayla Weiler

Seconded: Jamie Gibson

Kayla: I can recently confirm that the title of that committee has changed, it’s a Board of Governors committee so I thought it would be best to have the proper name of the committee so that there’s no confusion for future Executive. As well, to add Guelph District Council is important because it is a Labour Council, management is technically not allowed. Even though the Executive are technically management of the CSA, it can be confirmed in the policies of Guelph District Labour Council, the CSA Executive is a full member of Labour Council, given the fact that we are students as well as management so we’re in a different managerial position than University Admin. I just wanted to add those because there was confusion if I could go to Labour Council in the past, so adding it to the committees that Executive can go to them, will hopefully help clarify that confusion.

Jamie: Labour Council is awesome.

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: That the amended Appendix A: Internal CSA Policy, Section 13 re Executive Portfolios be approved with the VP External portfolio amended as follows:

- Clause 13.6.15a, change the word “Ethical” to “Suppliers”
- At the end of the committee list, add Guelph District Labour Council

Vote on Motion as amended

Motion carried

16.11.9. Amendment to Policy Appendix C: Human Resources

MOTION: That the amended Appendix C: CSA Human Resources Policy, be approved as presented.

Items 16.11.9 was approved as part of an omnibus Motion.

16.11.10. Amendment to Policy Appendix G re Referendum Timing

WHEREAS Appendix G: CSA Electoral, clause 6.3, states that referendum questions shall be included during the General Elections period;

MOTION: That Appendix G: CSA Electoral, Section 6.3, be amended to delete the word “General” so that the clause now reads:

6.3. Referendum questions shall be included during the Elections period.

Items 16.11.10 was approved as part of an omnibus Motion.

16.11.11. Ratification of Referendum Results - General Election 2019

MOTION: To ratify the following Referendum results, based on the CSA General Election – Winter 2019:

Approved Referendum Questions:

The Sustainability Action Fund (SAF):

Do you support the collection of a \$10 per semester student fee (Fall & Winter) or \$2.00 per 0.5 credits for part-time students, indexed to the cost of living towards projects and programs that advance campus sustainability and climate action at the University of Guelph? The student fee will be collected for a period of 30 years, beginning January 2020 and ending December 2050. This fee will be subject to be increased annually, as per the Statistics Canada consumer price index annual average for Ontario.

The Ontarion:

The Ontarion currently collects \$3.12, per full-time student per semester to support its operation, which is supplemented by advertising revenue. In light of industry-wide declining advertising revenue, would you support an increase of \$2.00 to this amount in order to help fund The Ontarion’s continued operations and transition to a multimedia news platform providing training and experience to students?

The Guelph Centre for Urban Organic Farming (GCUOF):

The Guelph Centre for Urban Organic Farming (GCUOF) currently collects \$0.00 in student fees towards its operations. Do you support the collection of a FULL-TIME/PART-TIME student fee of \$1.00 per F/W semesters for help to support and sustain the farm? The fee will be collected for a period of 10 years starting September 2019 and ending September 2029. This fee will not be increased annually, as per Statistics Canada consumer price index annual average for Ontario.

Moved: Jamie Gibson

Seconded: Nick Kowaleski

Vote on Motion

Motion carried

16.11.12. Approval of 2019-2020 Budget

WHEREAS the CSA draft budget was presented to the Board at its meeting of March 27, 2019;

WHEREAS Jack Fisher, President, introduced the budget with a report from the Finance Committee;

WHEREAS Lee Anne Clarke, Business Manager, presented the 2019-2020 budget and answered questions from Board members; and

WHEREAS, since the March 27, 2019 Board meeting, the Finance Committee has received input from the Board and made amendments to the original budget submission;

MOTION: To approve the 2019-2020 CSA Budget.

Moved: Jack Fisher

Seconded: Margarita Wilson

Jack: Just to outline the changes that are currently sitting in the budget. As we stand, from the Finance Committee and over the course of the week and other consultations with other Board members. Where the reduction for Art in the Bullring, the promo there. We're reducing the PDR grants from a total of \$3,000 in the winter and Board training appreciation \$4,000 to a total of \$3,800 between those three things.

MOTION: To extend speaking rights to Lee Anne Clarke, Business Manager.

Moved: Jack Fisher

Seconded: Patrick MacCarthy

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



MOTION TO AMEND: To extend speaking rights to all guests present for this item.

Moved: Jamie Gibson

Seconded: Horeen Hassan

Vote on Motion to Amend

Motion carried

MOTION AS AMENDED: To extend speaking rights to Lee Anne Clarke, Business Manager, and to all guests present for this item.

Vote on Motion as Amended

Motion carried

Patrick: I just want to ask Member Fisher, in light of those changes, where is that money being redirected?

Jack: The total savings are currently being re-budgeted to the External Liaison Officer that was proposed last meeting.

Jamie: Point of Personal Privilege. Can you repeat that? I couldn't hear it.

Jack: Total savings, \$3,800 is being redirected to the External Liaison Officer which is increased from \$3,450 to \$7,250.

Nick: Point of Information. What impact would that have on the hours for that individual?

Lee Anne: That position was a lump sum. If one was to divide it by the student rate of \$15.35, that would be equal to seven and a half hours a week in the summer semester from the first day of classes to the last day of exams. Then it would be 12 hours a week in the fall and winter for the period from the first day of classes to the last day of exams.

Kayla: I don't necessarily have a motion or anything in line but I'm just going to speak to provide some information that the Executive talked about today. Something that was talked about in our Executive Committee Meeting is that – I'm unsure of where to start so I apologize if it's all over the place. We kind of have found a compromise or some sort of solution to what is happening. I guess because as the Executive and then to you folks in the room as the Board, we have the judiciary responsibility to uphold our bylaws. I did some reading of the bylaws today and the Not-For-Profit Corporations Act and to actually suspend a position of an Executive, it would have to go through a members' meeting or a referendum of our membership. That means that the suspension of the VP External position is not possible. It's basically, we have to break our bylaws and then also violate the Not-For-Profit Corporations Act to suspend the position. But we did have a conversation today and because our budget is off a proposed amount and it's different from other years where we have 100% of the fees coming in and we can't exceed that 100%. In this situation, we're planning for 60% of our budget to come in. That's what we're expecting to receive from our

student membership. As the Executive, we kind of talked and we've continued to talk about this with the staff about potentially budgeting as if we were receiving 65.5% of the student fees because that would allow us to keep the VP External but also not alter any of our other staffing positions. What this would mean – I guess an important fact to note, if we do not receive the 65.5% of fees, if it is less or more than that in the future, it is up to the Executive Committee and Board of Directors to uphold that judiciary responsibility of our bylaws. Basically what I'm trying to say as briefly as I can but also to give you the information that in order to remove an Executive position, we do have to go through a members' meeting or go through a referendum with our membership so that could be a year two situation of when it comes to Student Choice Initiative but at this point in time, it is not possible to do. I guess the weird way to say it but part of the solution of what we can do for budgeting for next year is to budget off of 65.5% of our total.

Patrick: Point of Information. Why was this information about the judiciary responsibility not presented to the Board or the Finance Committee sooner?

Natalie: We found out about it today. Kayla found out about it today.

Patrick: Was there ever a concern that we would be violating our bylaws when we suspended the position?

Aidan: It was very much a concern. I'm not going to say it wasn't. It was something we were tentatively aware of. Although, with how much we were focusing on actually planning the budget and the fact that the technical document that actually outlines everything wasn't received until last week, we hadn't gotten a chance to think of it. Ideally, we wanted to go to the Board meetings ahead of time, provide notice and go through all of those actual bylaw changes but we weren't able to because of the time crunch. In terms of the judiciary duty part, I believe that's mentioned at Board training at the start of the year or at least we try and emphasize that Board members are first and foremost representatives of the CSA Board and have a judiciary duty to that and the policy and bylaws that uphold it.

Horeen: I do not have a copy of the budget in front of me.

Sean: I was going to ask if a referendum or any of the other options were held to decide on this, what would the quorum be for it?

Kayla: I'll read it from the bylaws. It's in Bylaw 1. It's 6.1.1. This is particularly about removing a person from office – like if somebody is doing a really bad job. It's 10% of the general membership. That would be the referendum. I guess a good example of removing an Executive position is just a couple years ago at the General Meeting in 2017 where the CSA was restructured. That meant that there were five commissioner positions and now we have the hierarchal structure of the four positions. That's I guess the best example of how in the future an Executive position could be reduced.

Jamie: Point of Information. Just to again repeat now that people have the budget in their hands, some of those who did not just now, how much money is being redirected from other line items into the External portfolio?

Jack: At the current 60%, it's \$7,250.

Nick: Point of Information. If we went with the budget at 65.5%, what would be the revenue difference?

Lee Anne: At no point has the Finance Committee been made aware of this. All this math has been done in the last hour so we haven't had a chance to meet or properly review these things. But I heard that there was something about 65.5% about half an hour before this meeting and I worked it out and that would mean an additional \$29,420.

Nick: Point of Information. That added onto the amount that we've already allocated to the External Liaison would make up the difference?

Lee Anne: Yes.

MOTION TO AMEND: To increase the anticipated fee from 60% to 65.5% and remove the suspension of the VP External portfolio and adjust the VP External salary to match the salary of other Executive members.

Moved: Nick Kowaleski

Seconded: Horeen Hassan

Nick: I think we've got ourselves in a bit of a pickle here. This seems to be the only solution. If in the Fall, we only do get 60% then I'll have to figure that out. But now, I think this is the best option for the moment moving forward.

Jamie: I'd like to speak in favour of this motion because it is not actually within the mandate of the Board nor anywhere within the CSA to make fundamental changes in infrastructure without first getting the wide consent of the students which we represent.

Aidan: Point of Order. That's a false statement because you could also have a 2/3 vote in the Board for removing a position. It's not just a referendum.

Jamie: Right as I was saying, I think the ideal way.

Patrick: Point of Information. To clarify, in light of Member Paskinov's comment, the Board tonight could suspend a position and approve the budget as it stands?

Aidan: Going off the Accountability and the Removal from Office section which is under Bylaw 1, Section 6.11, "a referendum to remove an executive committee member may be initiated by either a petition from the general membership or a 2/3 vote of the Board." So it would have to go, my apology, I misinterpreted. That's to start a referendum, not to actually remove the position.

Jamie: Point of Information. With regards to that bylaw, is that not with respect of removing someone from that position and not removing the position itself from the structure of the CSA? Because I think that's what I'm trying to get at here with my statement. The correct way to go about this process, if we are in a budget squeeze in the Fall, is to consult the students, put it to a democratic vote to identify what needs to get cut and not behind closed doors amongst ourselves here at the Board decide which portfolio is the least important and ought to be cut. I am strongly in favour of this amendment as put forward to Member Kolwaski to the budget.

Nick: Point of Order. That would be a false statement. The doors are open right now. We're not in a closed session.

Patrick: I'd just like to ask a direct question to the Business Manager with regard to proposed changes in the budget. In light of the fact that this hasn't been costed out by the Finance Committee and it's last minute, do you think that this is a responsible financial decision for the Board to make in terms of our future?

Lee Anne: When the Finance Committee first sat, my comfort level and knowing what other organizations were doing on campus, was facing a budget based on 50%. It was stretched to 60% because we made changes to our employment contracts which would allow us the flexibility in October to be able to terminate any positions if in fact, we did not receive the 60%. All candidates prior to being elected, I had a meeting with them and said, with these severe cuts, we may be looking at one, two, three or four Executive. It's really unfortunate we didn't have this conversation sooner, that had been discussed for over five weeks, at that level. I would not support 65.5%. I do not have a vote. I think we are stretched at 60%. The Bullring must generate \$47,000 worth of revenue for this budget. It's currently only at \$20,000. We have not yet been given approval from the University Admin. that we can actually save that one part of the bus pass revenue. We have not had confirmation on any of those other revenue sources that are assumed in this budget. I would rather that we either table the budget for more cuts but I would prefer to see a balanced budget which means \$29,420 which is the difference of this would actually remove \$29,420 from the budget from all existing expenditures and do not exceed the 60% assumption which is already extremely high and already dependent on a number of other variables happening.

Natalie: I'm not speaking in favour or against this motion. I would just like to go along with what Lee Anne said and just make everyone in the room aware that by doing this, we are putting this organization at a large risk and if we do not get 65% of fees, what then? What is our option? Because now, not only do we need to generate enough for a fourth Executive, if we don't get 50%, if we don't get 40%, how are we going to make up that loss? I would just like everyone to consider that before they vote and just to reiterate, this is not a decision this Executive wanted to make. We have been having an amazing year and in January, we received this really [bad] announcement and it's been awful.

Daniel: The idea of bringing in the referendum or a vote for students so that we're not ourselves voting on it. But they can participate on what they think is open to them and we're not playing at the level of those that problem-solve and are promised a vote.

Rachel: It's way too hasty to eliminate or suspend a position before we even know what the funding is or the money that we're getting from students. It eliminates the decision for the entire summer especially when we're going to be getting the Ontario budget very soon. It's something that could be for year one. It will be very confusing, but to make these decisions right now would be extremely off-putting for the entire structure of this union. I am in favour of the amendment and disagree with the original budget.

Horeen: I too am in strong favour of Member Kowaleski's amendment. I'd like to point out that the VP External position was actually an amalgamation of the Local Affairs Commissioner and the External Affairs Commissioner. When they chose to cut the position of Local Affairs, they amalgamated it and gave the responsibilities to the VP External. So by removing the VP External position, you'd be suspending it. You're not just suspending a position, you're also suspending all the work that the Local Affairs Commissioner that now the VP External Affairs Commissioner does. So it's two positions essentially that you're suspending.

Kayla: I'd like to point to Bylaw 1, Section 5.3.2 just as where I got the first statement that I mentioned today. It's just outlining what each of the Executive Committee members must do and there's other parts of the bylaw that say the Executive Committee shall be the four Executive that we currently have. That's where I got the information about what needs to happen for us to not breach our bylaws. I just want to provide this information to folks so that they know where this information was coming from. I do have a list of other instances where it mentioned either the VP External or the Executive Committee. I just wanted to remind people that I think it's really important that we uphold our bylaws and we have these positions because of members of the CSA, as an undergrad population have voted for these positions. I'm so scared of the Student Choice Initiative and I do think budgeting this year has been really difficult and I want to commend all the people who put in the hard work to come up with this year's budget. It's really difficult and hard. I'm not a math person. I'm not a numbers person so I commend all the work that's been put into it and I think there's a solution to solve this so that we keep the Executive positions and continue to uphold our bylaws in this time of a lot of uncertainty within the student unions and the province. I think that this is probably the best way moving forward. We've seen this year that a team of four Executive has been really strong as well as having a Board supporting us and backing us up made us really strong as well. Having four Executive in September to hit the ground running to get students engaged and active in the CSA will help continue to promote the CSA. We've done a really good job in the past couple of weeks with our opt-in campaign. That's kind of what I wanted to say is that it's really important to uphold the bylaws and this is a potential solution to it and then it can be reconsidered again in October if the fees coming are not in the way that we expected. It again is really difficult to plan for something that we won't know until October.

Lee Anne: To Kayla's point, we will find out information in October and we could be really blessed and we could find out we got 80%. We received all the money, or even more than we thought. We could equally find out the opposite. The trick is we'd be in a difficult position if it drops below what is now the proposed 65%. The Board may have met once [in September], may not have been trained, and would be forced to make these very difficult decisions because there are no Board meetings over the summer. This is deferring an issue to a Board that will have very little experience at a very difficult time to actually manage the reality of that.

Another thing that's helpful, I worked it out briefly; I was only notified 45 minutes before this meeting, so I tried to pull some math together. We would need 52% of students to say yes to the CSA budget to exist – to maintain the four Executive positions, and four key [staff] positions at their reduced rate. Remember, if we do get money from the Health/Dental, whichever, they have to stay. Four Executive, the core staff members, possibly not a PTM. I'm throwing in everything I've heard in the last 45 minutes. The money that we have to spend as a corporation, we have to pay for insurance. We need 52% of the students to say yes for those bills to be paid. That's not one penny of operating for anybody. There's no campaign money, there's no services, there's nothing. That's when 52% of students say yes, that's what it pays for. I just want folks to be really aware that's four Executive, core staff and basically, the required audit.

Matteo: I'd like to speak against this motion. I know last meeting I made it very clear I wanted to keep the position of VP External but after thinking about it, I've come to the conclusion that this is what has to be done. Even if we take the original budget and suspend the VP External and keep the 60% assumption, we have no guarantee that we'll hit 60%. As was said before, 60% is a stretch. If we move it up to 65%, we're probably not going to hit that number. Personally concerning the low CSA-awareness of students, I'd honestly be surprised if 65% was hit. I'd have to speak against this amendment because I just don't see 65% of students agreeing to pay a fee that they don't have to.

Aidan: This is a hard decision folks. Thankfully, the Executive don't vote so we don't have to make it. Do I think 65.5% is a smart number? Not really. Do I think 60% is a smart number? Not really because I think, plan for the worst. But we can't afford to plan for the worst because it'll leave us nothing left, like Lee Anne just talked about. It's often very easy, as CSA Board of Directors and as Executive members, to forget the lack of engagement on campus because we're all here. We've all taken time on a Wednesday evening to sit around a table and talk about things that most students have no interest in. We have to really take a second, look deep, like think of yourself as a first year student, when you first got to campus or when you hadn't even come to campus yet and you were looking at paying your tuition. What was that like? What was that feeling like? Where you're not even on campus yet, you don't know what's going on and that level of disengagement you had. Then you also have to think about all of those constituents that folks around the table represent. Obviously, we're missing some Board members but technically our Board is supposed to represent all of those constituents, every single one of them. Think of all of those constituents, think about the ones that the CSA has a huge struggle even trying to reach and think about would they opt in. I implore you that if you vote in favour of 65.5% tonight, it is not a call to action for just the four Executive. It is not a call to action for just all nine of the CSA core staff. It is a call to action to all the CSA's part-time staff, full-time staff and the Board of Directors. It means sharing things on Facebook, talking to every single student you see. It means giving class talks. It is that reality

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



if we are really going to try and hope for 65.5%. I don't think we should just plan for that number just to resolve everything and then know that we're going to have to make cuts because that's not ideal. What we have to plan for is what we can reasonably accomplish and if we really think we can reasonably accomplish 65.5%, we have to look deep and think about what more for the CSA because you folks as CSA Board of Directors are CSA representatives and that really matters. I leave it as it's more than the Executive, core staff or Board of Directors are doing now by a long shot, if we really want to reach 65.5%.

MOTION: To reconsider the agenda.

Moved: Sean Mitchell

Seconded: Nick Kowaleski

Jamie: Point of Information. What does that mean?

Chair: It would mean we could once again discuss the agenda.

Vote on Motion

Motion Carried

MOTION: To amend the agenda for this meeting by bringing back Item 16.3. Ratifications and De-Ratifications as the next item of business.

Moved: Nick Kowaleski

Seconded: Patrick MacCarthy

Vote on Motion

Motion Carried

Nick: I have received both verbal and written notice from four members of the Board who said that in case of quorum concerns, they can be considered to have effectively resigned.

Jamie: Would this necessitate speaking about it immediately or after the item we were just on?

Chair: The procedure will be, it will move to the next item on the agenda. We will return to discussion of the agenda amendment, at which point I would recommend that the discussion of the budget be tabled until after Ratifications and De-Ratifications, at which point you can discuss Ratifications and De-Ratifications. Otherwise, it will return to the discussion of the budget.

MOTION: To table the current item (Budget Approval) until after the next item.

Moved by: Nick Kowaleski

Seconded by: Margarita Wilson

Vote on Motion

Motion Carried

Ratifications and De-Ratifications

At this point in the meeting, a Motion to de-ratify CSA Board Members Hesham Farag, Andrew Hodgkinson, Claudia Idzik, and Matthew Fletcher was considered and approved. See Minutes Item 16.3. for discussion and Motion.

Continued Discussion on Item 16.11.12: Approval of 2019-2020 Budget

Discussion of Amendment (previously Moved and Seconded):

To increase the anticipated fee from 60% to 65.5% and remove the suspension of the VP External portfolio and adjust the VP External salary to match the salary of other Executive members.

Jamie: Speaking to the point of Member Paskinov, I actually fully agree with the point of that, if we want in terms of to be logistically viable as an institution and fund ourselves, it's going to require every single member of this organization, every single person on the Board to step it up and to really make it their primary objective to engage people as much as possible within this organization. In some ways, the Student Choice Initiative is forcing not just us but every student union to go back to ground zero in a sense. To go back to figure out, how do we make it such that 65.5% or more students believe in us and believe that we ought to be here? That ought to be our job. And if we really come down to it and we're really thinking about if we need to suspend an elected position and our answer is yes, we'll do that before we try to bring people in and have them pay the fees, then in my view there's not a lot worth saving. Plain and simple. So I would again like to speak in favour of the amendment and I know it's going to be a task and a challenge for anyone returning to this Board next year. This is what we must do to preserve the integrity of the CSA and to make sure it can survive into the future. If you're not up for the task, then maybe find something else.

Patrick: I'd like to speak against the motion and I'd like to clarify my position because I think we all need to advocate for the CSA and the resources that the CSA provides. I know that I've been talking to my constituents that represent the Ontario Agricultural College and I can tell you nine out of ten of them have no clue what the CSA is. I'm on the executive of a lot of clubs. I bring up the CSA every meeting. Wednesday at 2:30 at my club meeting, I can tell you of the ten members on that executive, eight of them still don't know what CSA is and I've been talking about it every week. So I think that 65.5% is a great idea, we can push and we can talk and it's still too ambitious. We're approaching this all the wrong way. We're saying, let's budget for way more than we're expecting to get and strive for that. But I think the far better solution for that is, let's budget for less and strive for more. Because then if we come in, in October and we have 70%, then we can do so much. But to turn around and say to people, we got 50% and we're going to have to let people go or we're going to have to cut services is really not advocating or representing our students in any way, shape or form. I would

have to speak against this motion. We have to look to past history, to referendum results to see what percent of students realistically are going to opt in and to push for this. This is putting the financial position of the CSA in jeopardy.

Nick: I want to speak in favour of my own motion. The reason that I'm making this motion really relies on the principle of it, in that, I don't believe that, as Jamie said, it's within the mandate of this Board to be looking at cutting an Executive position before they even get into the role. Even with fiscal duty in mind, the Executive should not be cut. They're a core instrument to this organization and they're written into the bylaws. We can't just be cutting an Executive member – an elected Executive member who is elected by around 4,500 students. That's my rationale for supporting my own motion because I just can't fathom cutting an elected position. Should my motion pass, I would say there's nothing wrong with looking at further amendments in the budget to try to bring that percentage down from 65.5. That's a starting point, knowing our obligations to not, as Kayla had brought up, to not be cutting an Executive position. At the very least, we need to approve this and perhaps the Board can look into where to further balance the budget. This is a baseline that needs to be voted on and needs to pass in order for this Board to stay within their mandate and respect the democratic process.

Margarita: Interhall Council has had to make some more decisions very recently. Our constitution was reviewed this past weekend and we cut three positions because we've also had to deal with possible budget cuts. I know that we want to do the best we can, and we want to advocate the best we can. But we have to start with a platform of reality and build from there because we can't build on clouds. We have to build on flat, solid earth and that's how we prepare ourselves to move forward. Once we collect ourselves with reality, then we can make those decisions of what we really want to do.

Aidan: I'm going to re-emphasize the point here and it lines up with what Member MacCarthy said, but kind of in a different way. Our ballots this year for elections – 4,538 were submitted out of 23,000 emails that were sent out because one gets sent out to every single undergrad, only 4,538 of them took the time to vote. From the metrics we've gotten from some of our ListServ emails, we know maybe about 11,000 people even open those and the rest don't even open them. Those are the numbers we're looking at. For the people who took the time to vote in the election, we're looking into less than 25% of our membership opted in to voting, for instance, if I can use that wording. If we're looking at the Fall Reading Week survey, again, just about 25% of our membership opted in to filling that out. If we're looking at the amount of people that even read a simple email that we send out that takes maybe five minutes to read, we're looking at 50% of people opting in to reading that. Those are the very discouraging numbers and the reality we're facing. That's why again I really want to emphasize how difficult I think 65.5% is. Again, it's not my decision to make so it's up to the Board. I respect the fact that you guys represent our constituents. If you have faith in that percentage, then so do we, because we are beholding to you, we are beholding to our membership. But 65.5 is very difficult for us to achieve based on all the other metrics we have.

Matteo: Speaking to Member Gibson's point, it's not a matter of how much effort the Board puts in to trying to get people to opt into the student fee. We can put in all the effort in the world, but if it's not possible then it's not possible. The fact of the matter is, that most students do not want to pay a CSA fee and no matter how much effort we try to put into getting them to want to pay it, 65% of them are not going to want to do that. Speaking to Member Kowaleski's point, if we don't cut this VP External position, we'll have to cut something else which is actually something I remember bringing up in the last meeting. The problem with that is that even if we do cut programs in order to preserve the VP External position, there's a very good chance that we won't make it to the 60% that the budget is based on. It would involve making even further cuts so the question is how much more are we going to cut before we cut a position.

Jamie: Speaking to Member Kowaleski's most recent point, this is a starting place. I know it's kind of ridiculous that we're rebuilding the whole budget right now but frankly, we could avoid this horrible thing from happening. But let's get straight about this, just because there's not engagement right now, does not mean that the way to dig ourselves out of a hole is to keep cutting off limbs from the beast itself, the CSA. That is not the way forward. If we do not pass this amendment, it will contradict the fact that all these Executive have been ratified and our bylaws require us to maintain the structure of the CSA as is, unless through amendment at an Annual General Meeting or a referendum. If we do not do that, we are contradicting our own legitimacy, our own basis of governing ourselves and that is a much deeper crisis than not having enough funds. That has to do with the fact of why are we even here, what do we stand for. I would like to remind people that – this is on the CSA website, in 1987, "students occupied the presidential offices for almost one month to protest differential fees for international students. The Board of Governors is convinced to delay implementing a 40% increase for five months". In 1997, "Students occupy the executive offices of the University Administration for two weeks to protest tuition increases. In response, the Administration creates the Student Budget Advisory Group (SBAG) to consult students about the University budget". In 1999, "In response to student protests, the Administration promises never to differentiate student fees." Now I know it's not the 90s and 80s anymore, folks. For crying out loud, the way to get ourselves out of this conundrum, is not to lay down, so please pass this amendment.

Lee Anne: We had guaranteed funding in those days, it was easier to do things like that. I have a question if someone has an answer. If we find ourselves in October and we receive 30% or less of fees, am I to understand that under no circumstances are we to suspend any Executive position if we actually receive low funding? I need to understand what that circumstance would be. I need to understand which it is. We have to retain sufficient funds to exist or we have to retain the structure with no money. I want to know, in October, if we get the bad

news story, I just want to know that story. Because if we're saying we cannot suspend one Executive position, is this what will apply in September or when we get the next allotment of fees, in fact two semesters back to back at 30%? Because at that point, we would have run out of money. We do have an accumulated surplus that is rather healthy right now and so for me and my contribution on the Finance Committee, I'm the long-game always. So I would really appreciate not having to exhaust that before we hit December. I'm sure that we could exist for a couple of years at a reduced level if that's what it takes so that we can in fact make all of those inroads on campus to make that connection between the things we do and the meaning and student value and students saying yes. I'd like the answer to the question, if we find ourselves with no money by February, if we have a second semester where it came in substantially less than the budget, am I to understand under no circumstances would we suspend or pay out people?

Kayla: The points I wanted to make is just to bring people back to our bylaws and that's kind of where the essence of what we do as an organization can be found. It has processes of how to go about these things so I'm going to read one of the quotes. It's under Bylaw 1, Organizational Members Meeting, Section 9.1.4. "Any significant changes to the structure and operations of the CSA must be brought forward to the membership" and this is in reference to annual and other meetings of the members. What I want to express here is that we should maintain the structure as much as we can when it comes to our positions but the nice thing about our bylaws is there's a process already put in place in terms of how to remove those positions and give notice to our membership, meaning that having an Annual General Meeting – there are rules. The notice for an Annual General Meeting has to be no less than 10 days. That means that there's notice to the membership that a position will be removed. There is processes already in place to remove these positions if it becomes unviable to continue to have them. I just want to reiterate again that we have our bylaws because this is a way of structuring our organization but also allowing us to follow the Not-For-Profit Corporations Act and making significant changes to our Executive Committee which is mentioned in numerous types in our bylaws and organizations means that if we were to remove the VP External by not budgeting for the position means that we're breaking our bylaws. I just want to bring that back again in that it's really important to uphold our bylaws at this time where we're up against a microscope from anybody on our university campus community, our membership, the students and as well as the Ontario Ministry of Colleges and Universities. They're observing who's collecting fees and who is not collecting fees and that process and I think that in that process as well, we need to stick to our principles of having student Executive. If this means that year two, we can't afford to continue to have those Executive, then we'll continue to go through the proper process of referendum or Annual General Meeting to remove the positions and at that time, we'll have a better picture of why. Or why we can't have those positions,

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



in terms of money. I like this energy in this room of trying to find ways to save money but also ways to better engage membership and I think it's really great that we could maybe channel this energy into upholding the principles but also finding new ways to bring in revenue and save money. I think this conversation is good and is unfortunately being had at the last Board meeting of the year. I just want to say thank you again for sharing this information. All the Executive positions are important and vital but all of our staff positions are important and vital too so if there is a way we could continue to support the CSA with our membership fees, that would be awesome. I don't think that 60 and 65.5% are too far away in numbers. If we have 65.5%, it's 1200 more students than 60% and I know our many times outreaching to students, I definitely talk to over 1000 students in a time of outreach and I think again, if it's not just the four Executive and it's not just the CSA office staff, but if it was every single service staff member and every single Board member putting the hard work in and outreaching to students, I do believe we could get 65.5% of our membership fees if not more, hopefully more. I think we just need to continue engaging the students and a vital part of that is the Executive team as a full.

Rachel: I just want to reiterate to everybody that this has affected every single organization on campus. I'm part of two on campus, GRCGED and OPIRG and we're both, we're starting to talk, we're getting ready, we might have to let some folks go and it is a scary thing to do. But we're not doing it until we know for sure because that makes no sense to do that. That would dissolve our entire organization. Also, I would be very hesitant to eliminate executive members before we took a look at permanent staff. I'm not devaluing permanent staff at all. I think, like Kayla said, they're very essential and vital but we're not functioning as a student association if we don't have students on our Executive Board working for the students.

Sean: I haven't spoken much towards this amendment yet and that's mostly because I'm really torn. I do have some HR related questions and I'd like to motion to go in camera briefly to discuss them.

***At this point, the Board moved into In Camera Session.
See Minutes Item 16.14 for motions.***

After the In Camera Session:

MOTION: To recess for ten minutes.

Moved: Sean Mitchell

Seconded: Margarita Wilson

Vote on Motion

Motion carried

The meeting was called back to order at 8:12 pm.

Statement read by Blakey Smith

Hi, I'm speaking from a prepared statement, a copy of which will be given to the Scribe afterwards.

My name is Blakeney Smith. I use he/him pronouns. I am a second-year philosophy major and a mature student, and I am speaking against the removal of the Vice President External position from the CSA's budget for the upcoming year.

The Central Student Association is, first and foremost, and prior to anything else, a student union. All of the CSA's activities, from live music events, film screenings, student club accreditation, the collective purchase of bus passes, managing the Bullring, the Bike Centre, the FoodBank, Safewalk – all of these are secondary, and the result of the CSA's primary function of student organization, representation, and advocacy. They would not exist without the impressive work done by students, for students, under the banner of the CSA.

In terms of advocacy and organization, from what I can see no role is more essential than the VP External. The VP External is the conduit through which the CSA interacts with every other organization, on or off campus. Such a conduit is absolutely necessary to connect, to support, and amplify the many autonomous student and community advocacy groups that work in and around the University of Guelph. The CSA's VP External is the one who ensures that the student voice is heard throughout Guelph, and, through the CSA's membership in the Canadian Federation of Students, across the province and Canada.

As our student union, the CSA is also mandated to be democratically-run. The elimination of a student representative who, I will remind you, has already been elected by the student body, is a clear departure from that mandate. It is an attack on the democratic rights of the students that the CSA is supposed to represent. I am not read on the CSA's constitution or by-laws, so I cannot offer an opinion on the legality of the proposed change, but I can say without any doubt that, without the approval of a general meeting or referendum, this change is manifestly undemocratic and unjust.

I'm going to be completely honest with you. When I first learned that this change was under consideration, I was furious. And I'm still angry. At a time when every student group in Ontario is restructuring and re-examining their position in the face of the Student Choice Initiative, I heard that the CSA, my union, is of its own volition, playing right into the hands of this union-busting policy? That precisely when we need our union to be its strongest, it's shooting itself in the foot? Now is when we need to be increasing student representation and student engagement, not the opposite.

If we go through with this change, we will be proving the Ford government right: the CSA does not represent the student body, Students would be absolutely justified in withholding their dues from a union that isn't democratic, that isn't representative, that is actively reducing their representation on and off the campus. I don't want to be put into a position where I need to be fighting my own union, but the elimination of one of our full-time student representatives is exactly the opposite of what the CSA needs to be doing right now. Thank you.

Matteo: We can argue whether we keep the position until our faces turn blue. The fact of the matter, we will not be gaining 65.5% of people paying fees, absolute, it's just a fact. If we want to keep the VP position, we'll have to make cuts but as we established last meeting, we're not going to be making cuts. Our only option is to cut the position. If people want to cut a program instead of a position, I'll consider it. But if people don't want that, then we're going to have to cut the VP position.

Isaiah: Unfortunately, I was not here at the last meeting so I may be out of the loop on certain things. However, I do think that it's not wise to plan for the 65.5. On the other hand, I do think the VP External is fundamental to the CSA and I do think we need to keep that position. Is there any possibility that the Finance Committee could propose options which cut down the percent? I don't know what's already been done, so it's a question rather, options that reduce what's expected of the funding.

Patrick: I can speak to that and defer to Exec if need be. If this amendment changed, I think it would be really prudent for the Finance Committee to have another conversation. However, in our deliberations with the Finance Committee, we went through every line item in this budget, every line item in this budget has been tapped. There is so little room, it's inexplicable. Yes, the Finance Committee should have this conversation if the amendment passes but I'm speaking from the Finance Committee perspective, I don't think there is room to cut anything else without compromising the services we offer to our membership.

Sean: I'm very, very hesitant to pass this amendment having it not go through the Finance Committee beforehand.

Daniel: I guess I'm comfortable with passing this amendment in the interest of public interest.

Dina Ismail (Guest): I am the future president of the MSA, as of 2019-2020. I'm sitting now in this meeting here today, because I'm very interested in the position of VP External. It is the only position that really targets and adheres towards students who are outside of the CSA. I guess to speak your language here, in Section 5.9.3 of the CSA Bylaw 1 Organizational, it says that "The CSA VP External shall defend and protect the rights and interest of University of Guelph undergraduate students within the context of Guelph, Ontario, and Canada." That is interesting because none of the other positions state anything about the right or interest or anything to do with any students of the University of Guelph. Everyone

else talking about the organization of the CSA and how to keep it functional as a group but no one else is actually looking into the interest of the actual students, which is interesting because that's the name of your club, the CSA. As a future president of the second largest club on campus, you guys are the first and we are the second, I am very much in favour of retaining this position because it is super important to continue this communication thing. In the event that this motion is passed and we will no longer have a VP External, I'm also curious as to what actions will be done to maintain this communication and to prevent loss of contact points.

Patrick: Just two points I'd like to raise. One, in the current budget, we do have an External Field Worker position that would work and would still maintain communication with most of the groups mentioned in the Bylaws and Policies. I'd also like to speak on behalf of my constituents and on behalf of the students in multiple different clubs I represent. I asked a lot of my constituents and I asked a lot of my club members what you see the CSA is and for better or for worse, they talked about O Week, they talked about clubs, they talked about films, they talked about live events, they talked about the Bullring, for sure. Everyone loves the Bullring. This is what the CSA is to our membership. We can go back and forth about whether or not that is what it should be but the reality is for our membership. It is the face, the events, the clubs workshop, the O week things. I think if we were to get anywhere close to the 60% that is in our target budget, that needs to be our priority. I'd like to speak on behalf of all my membership, in no way devaluing any of the great work that has been done but I gave them the options and the position that they said they'd have to cut upon would be the External because that for them isn't the CSA. We can work to change that but it's important to recognize where we are with students right now and that is the CSA is a service provider. Whether that is good or bad, that is what it is.

Sophia Suziki (Guest): With all respect, I disagree with that point. I think for a lot of students the CSA is a service provider that hosts movies and whatever. But to a lot of other marginalized communities, it is also the student union that defends our rights. To be honest, for me, Kayla's position is what I see the most visible on campus. I see her reaching out to different clubs and association on campus and outside of campus and I think I see the most value in her position as a student union. I think it's a bit hasty to try and cut a student position from a student union before looking at our staff positions. Someone else mentioned, how many people voted on the elections and sure, you can look at the percentage of the entire student population but that's 4,000 people that voted because they actually believe in those positions on our student union and you're disregarding that. They don't vote because there are movies. They vote because they believe in those positions. As a person who voted for the CSA positions in the elections, I feel that it is unjust to cut this position at this point in the semester with no student input.

Rachel: I just want to reiterate that the only reason why the movies, all the entertainment, those are there because of what originally started with students, as

a union and the barebones having students speak up for their rights. Those are merely an add-on to the basis, the backbone, the real reason we have a union, those are the real immediate reasons. If you eliminate those backbones, it's going to fall apart inevitably within the next couple of years, it's not going to last. You're not creating, maybe financially it looks like you're creating something but if you're looking at policies and bylaws and your actual structure of the CSA, you're cutting it completely and that should count for a lot more. I think that's what a union should stand for.

Horeen: I have a direct question to whoever can answer. Can I ask who exactly would be filling this External Field Worker Position?

Jack: The idea hopefully was that we would first extend the offer to you because we recognize the discrepancy with the election and the voting. Following that, to determine how we would move forward, we would need a hiring committee.

Horeen: How exactly would that make sense? I don't think I'm comfortable filling a position that I was democratically elected into and then on top of that, I don't think that's how it works when you make positions for your friends. My other question is, how would that work? What would it look like? Who would be supervising that position?

Jack: To answer the question, we were hoping that the position would be accountable to the Board and give reports verbally or in writing of what's going on because it didn't make sense for it to be an Executive supervised position. I want to make it known that it wasn't us trying to make a position for a friend, so much as what we could do, with the way we were budgeting. Trying to do the best for the most number of people is what we are looking at, at such dire times.

MOTION: To call the question.

Moved: Nick Kowaleski

Seconded: Patrick MacCarthy

Vote on Motion to call the question

Motion carried

Nick: Point of Order. I'd like to declare Member Hassan a conflict of interest in this vote.

Horeen: Yield to declaration, abstain.

MOTION TO AMEND: To increase the anticipated fee from 60% to 65.5% and remove the suspension of the VP External portfolio and adjust the VP External salary to match the salary of other Executive members.

Vote on Motion to Amend

Motion carried

Abstention: Member Hassan

Daniel: I'm glad how this went down and students will definitely be in solidarity with each other.

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



Lee Anne: I stayed this year. I had put in my retirement papers, several years ago actually, and there was always a good reason to stay. Last year, when Jack was elected, I asked if I could please work on the HR policy that has been so needed. We have a policy, in fact, I hope you approve it this evening. We have in our [current] policy, a judicial board of trustees, that has to be trained every year, and that's never existed. The point is, if you are accused of something falsely, you have absolutely no recourse and it's happened to a number of people and it's been an atrocity for as long as I can remember. I have great peace that the HR policy will be actually enacted; it's fair and equitable.

I have five grandchildren; I have not spent any time with them for a year. This budget, in my opinion, is irresponsible, it will cause huge pain. I have put in hundreds of hours extra, 56 extra hours in the last two weeks. And so I tender my resignation and I will leave on April 30. You will have the money necessary to pay for the positions. You have your cut and student organization [structure]. Thank you very much.

Patrick: At this point, I think all we can do is call the question.

MOTION: To call the question.

Moved: Jack Fisher

Seconded: Rachel Vear

Vote on Motion to call the question

Motion carried

MOTION AS AMENDED: To approve the 2019-2020 CSA Budget as amended;

BIRT To increase the anticipated fee from 60% to 65.5% and remove the suspension of the VP External portfolio and adjust the VP External salary to match the salary of other Executive members.

Vote on Motion

Motion carried

Abstentions: Members Gibson, MacCarthy and Raso

MOTION: To adjourn the meeting.

Moved: Jamie Gibson

Seconded: Matteo Raso

Jamie: Point of Information. Is there any reason why we ought not to adjourn?

Chair: There's still new business, announcements and adjournment.

Vote on Motion

Motion defeated

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



MOTION: To reconsider the Motion to approve the budget.

Moved: Nick Kowaleski

Seconded: Isaiah Burton

Nick: I know right when the budget vote came down, a lot of us were in shock for a second there because a staff member resigned and left the room just as we were about to vote on the budget. I still think the budget needs to go through but there were a couple of procedural amendments that I did want to put forward to the motion to approve it and to be discussed before we voted on that. I think that will just guide the organization a bit.

Vote on Motion to Reconsider
Motion carried

MOTION TO AMEND: To amend the original Motion approving the 2019-2020 budget so that the Board direct the Finance Committee to attempt to balance the budget in a way that would assume 60% student fees opt-in;

BIFRT the Finance Committee be empowered to act on behalf of the Board to make any cuts to the budget that do not remove Executive positions.

Moved: Nick Kowaleski

Second: Matteo Raso

Nick: I'd like to include that may involve salaries just not cutting positions out of the budget entirely. I'm giving the Finance Committee full discretion as long as there are four Executive at the end of the day. One of the key words I want to highlight in my motion is attempt. As I mentioned during one of my motivations for my amendment earlier, I do think that we need to accept the fact that we need to have the Executive positions although we should keep trying to make a budget that balances closer to what our projections were. It doesn't make sense to make that line by line at Board. The Board has already made the big decision; let's let the Finance Committee do the sort of nitpicking and if they're able to make this a little more fiscally responsible, I trust the Finance Committee to do that.

Sean: I'd like to speak in favour of this because it would allow all of us to walk away feeling slightly better. It allows us to keep our spending for the summer at a minimum until we find out what we're getting in terms of student fees. Like we've been saying the entire last week, there's no perfect solution for this but this might come closer to what we've proposed already.

Jamie: Point of Information. Forgive my ignorance but is the CSA budget, year by year, public information? [Yes]

MOTION TO AMEND THE AMENDMENT: That the Finance Committee provide an overview of any changes to the Board no later than April 30 as well as an update report for the first meeting of the next Board.

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



Moved: Nick Kowaleski
Seconded: Patrick MacCarthy

Vote on Motion to Amend the Amendment
Motion carried

AMENDMENT AS AMENDED: To amend the original Motion approving the 2019-2020 budget so that the Board direct the Finance Committee to attempt to balance the budget in a way that would assume 60% student fees opt-in; **BIRT** the Finance Committee be empowered to act on behalf of the Board to make any cuts to the budget that do not remove Executive positions; and **BIFRT** the Finance Committee provide an overview of any changes to the Board no later than April 30, 2019 as well as an update report for the first meeting of the next Board.

Vote on Motion to Amend
Motion carried

MOTION AS AMENDED:

WHEREAS the CSA draft budget was presented to the Board at its meeting of March 27, 2019;
WHEREAS Jack Fisher, President, introduced the budget with a report from the Finance Committee;
WHEREAS Lee Anne Clarke, Business Manager, presented the 2019-2020 budget and answered questions from Board members; and
WHEREAS, since the March 27, 2019 Board meeting, the Finance Committee has received input from the Board and made amendments to the original budget submission;

MOTION AS AMENDED: To approve the 2019-2020 CSA Budget as amended; **BIRT** the Board direct the Finance Committee to attempt to balance the budget in a way that would assume 60% student fees opt-in; **BIFRT** the Finance Committee be empowered to act on behalf of the Board to make any cuts to the budget that do not remove Executive positions; and **BIFRT** the Finance Committee provide an overview of any changes to the Board no later than April 30, 2019 as well as an update report for the first meeting of the next Board.

Vote on Motion as Amended
Motion carried

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



16.11.13. Board Meeting Schedule 2019-2020

MOTION: That the Board of Directors Meeting Schedule, 2019-2020, be approved as presented at the Board meeting on April 3, 2019.

Moved: Patrick MacCarthy

Seconded: Jamie Gibson

Vote on Motion

Motion carried

16.11.14. Executive Empowerment for Summer 2019

WHEREAS the 2019-2020 Board of Directors do not have a regularly scheduled Board meeting until Fall 2019;

WHEREAS during the Summer semester, CSA operations are still conducted, some dealing with financial decisions;

WHEREAS Bylaw 1: Organizational, Section 7.0: Executive Empowerment allows the Board to transfer limited decision-making powers to the Executive Committee; and

WHEREAS Executive Empowerment does not allow amendments to bylaws or policies, suspension of policies nor expenditures exceeding \$4999.99;

MOTION: To transfer Executive Empowerment to the 2019-2020 Executive Committee;

BIRT Executive Empowerment shall start at the end of the last Board meeting of the semester, April 3, 2019, and conclude at the beginning of the first meeting of the Fall 2019 semester;

BIFRT any notable decisions made by the Executive Committee will be reported and presented to the Board in a timely manner.

Moved: Jack Fisher

Seconded: Jamie Gibson

Jack: Even in a year that we have several meetings, this is common practice just in case something pops up. That needs to be corrected for.

Matteo: How do we define notable?

Jack: It's just any.

Vote on Motion

Motion carried

16.12. New Business

16.13. Announcements

Jack: It's been an interesting ride. I've been on the CSA Board for five years and this is my last meeting. Kind of at a loss for words.

Aidan: Similar to Jack and Nick, the nostalgia of being on the CSA Board and my term at the CSA coming to an end. I've had an amazing time this year working for students and as much as some of it has been very negative, overall, I've loved every second of it. To more logistical things, knowing that we are now doing our best to strive towards 65.5% of students paying, on April 10 at 2 pm, the CSA Executive will be handing out free ice cream in the library. I invite any and all Board Members to attend and to help get students to go to that and talk to them about what the CSA does for them. I also invite all of you to share any and all of the videos or photos or posters that CSA has been posting recently on our social media onto your own to reach as many students as possible. If you need suggestions, I'm happy to suggest whichever video or anything is best but I'm 100% serious in saying that every single amount of outreach, click, share, like matters.

Natalie: waive

Kayla: This is also my last meeting at the CSA. I never thought two years ago that I'd be here today. I thought I'd be doing my Masters but I'm glad I didn't do that because research sucks. That's really nice. A big thanks to everybody in the room, who aren't in the room, people who aren't on the campus anymore for making my time at the University of Guelph really cool and also fighting for free education the entire time. So I just want to stress that I'm feeling really weird but I'm feeling really full from all the things that have happened on this campus and the fact that I've been able to be here for six years, remarkable and the fact that I've met so many new students. I have a couple of friends who are continuing to fight for education or divestment. Tomorrow, I'll be at the high school walkout in front of City Hall. It starts at 1 o'clock. They're fighting about the OSAP cuts and their own educational struggles when it comes to mandatory online classes that high school students will have to take. If anyone wants to take 20 minutes and get signs for the petition, I can give you copies of the petition to take. It's against the Student Choice Initiative so if you ever need that, let me know. I just want to wish you guys a good night and a good rest of the semester.

Jamie: I'd like to extend my gratitude to every person in this room and every person not in this room who is responsible for the work that we continue to do and the outcomes we continue to have. Although some, not all of them are huge successes or what we expected, we're still here. We're still doing the work anyway and that's what's important. This is my first year on the CSA Board and I'm planning to come back next year. I'm amazed by the amount of people I met

this year, gotten to know this year through the CSA, not just on this Board but just through my position here. There is capacity and there's room for growth and we can mobilize people and that's really what the future of this organization will have to come down to. And a final thought, the world is a dumpster fire so embrace it. Touch some trash. Don't be afraid to.

Jena-Lee: waive

Isaiah: I'm very thankful for the opportunity to sit on the Board. This is also my last day on the Board for the foreseeable future and a big thanks to everybody on the Board, everyone who made this happen. I'm excited, next year I'll be the President of the GBSA so I'm very excited to be doing that and you'll have a new CSA Liaison representing the GBSA, Briana, coming probably in September.

Rachel: I'll probably be here next year as a rep for GRCGED as well. I want to say thank you to everyone. I've only been here for a couple of months but it's been really cool being here. It's been a really cool opportunity and everybody's input has been extremely valuable even though I may not sound like it sometimes. It is really valuable hearing all sides of a conversation and I really value everybody's input. If you're not going to walkout at City Hall, GRCGED is having an event on Mental Health and Substance Abuse. It's at the GRCGED office which is right past the Scotia Bank machines on the first floor of the UC.

Daniel: It's been quite an interesting year for the CSA and OPIRG. I don't know how that budget is going through and if it will go through at Queen's Park. But under these circumstances, I feel as though the Board has in some ways, more emotional maturity than at Queen's Park. It's been great working with everyone and I'm glad everyone was able to pull together and just keep the student movement alive and just keep being acquaintances. Have a good rest of your summer.

Horeen: I actually don't know how to feel right now. I'm very thankful for each and every single one of you, getting to know you. This is actually my first year on the CSA Board and it's been a very cool and interesting experience. Probably the best one being the student movement and getting to know what that's all about and being a service to students, it's been really rewarding.

Sean: Thanks for the good work this year, guys. If nothing else, it's been less hostile in my opinion; there's something to be said about that. Thanks.

Nick: When I was in first year, I read the CSA ListServ email that said there was a vacancy for College of Biological Science. I never thought it would be this experience and it's been a wild time. I've noticed the work the Board can get done and the cooperation of the Board has really been improving since my first year.

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



I think that the CSA is just in a really good state now in terms of the Board and how well we can work together and have these discussions. It means a lot to me that you all come out to these meetings and are able to discuss things that are important to students and important to this campus. Although I might not agree with everyone, I feel very good knowing that the people around this table will be the future leaders of this country. In our generation, we'll get a lot done and make the world a better place. I also want to give a thank you to the Board staff.

Patrick: I will echo everyone's sentiments and pass it on.

Matteo: I hope you all kill your exams.

Chair: I have very much enjoyed my position as Chair and these meetings. This is my second year here as Chair of the CSA and I look forward to the future of this organization and to the future representation of the students. I hope you all do well on your examinations and in your future endeavours.

16.14. In Camera Session

MOTION: To move into *In Camera* session at 7:41 pm.

Moved: Patrick MacCarthy

Seconded: Margarita Wilson

Vote on Motion

Motion carried

MOTION: To move out of *In Camera* session at 7:58 pm.

Moved: Nick Kowaleski

Seconded: Patrick MacCarthy

Vote on Motion

Motion carried

16.15. Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of April 3, 2019 at 9:09 pm.

Moved: Nick Kowaleski

Seconded: Patrick MacCarthy

Vote on Motion

Motion carried

DRAFT MINUTES

Board of Directors Meeting # 16
April 3, 2019 – 6:00 pm – UC 442



Approved by the Board of Directors

Date: _____

Signed _____

Cameron Olesen
Board Chair, 2018-2019

Date: _____

Signed _____

Earl Evans
Policy and Transition Manager
2018-2019

Date: _____

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: President Seconded by: VPA
Motion Passed

Motion to Adjourn

Moved by: VPE Seconded by: VPA
Motion Passed

1.0. Call to Order

Meeting called to order at 2:10 pm

1.1. Adoption of the Agenda

Motion to Adopt the Agenda
Moved by: President Seconded by: VPA

1.2. Comments from the Chair

President: Welcome to our first 2019 Executive meeting! Called this meeting to order to look at our first week and improve our team functionality and focus on our core staff and showing them appreciation to make this a positive work environment.

1.3. Guests

Lee Anne Clarke, Business Manager

1.4. Executive Updates

1.4.1. President

President: The staff potluck was awesome. The chili was awesome. The goat cheese sour cream was amazing.

1.4.2. Vice President Student Experience

VPSE: I have a skeleton in my office.

MINUTES

Executive Committee

Meeting # 1

May 2, 2019 – 2:00 pm



1.4.3. Vice President Academic

VPA: Day 2 and I already have one SHAC case. I am working on the case. Attended three committee meetings. Still trying to sort through files and get everything organized.

1.4.4. Vice President External

VPE: I will be at CFS Ontario Exec Committee meeting from the 11th to the 12th. I will be ratified as the local 54 rep for the CFS. I'm also meeting Steve Dyck (the candidate for the federal green party election) on the 8th.

1.5. Business

1.5.1. Conflict Discussion Sheets

President: Let's take a look at the work sheet I handed out to everyone regarding the conflict and approachability statements and how we can receive positive and critical feedback.

1.5.2. Core Staff Appreciation

President: I want to build relationships between all of us, including the core staff and do-little actions such as bringing people together to make cupcakes as to make sure our connections are strong and checking in with everyone. It'll make this year more memorable than sitting at a desk for the majority of the day. I'm looking for any ideas to implement.

VPA: In the Registrar's Office, they do fun food Fridays, and they rotate who brings food. Sometimes they'll schedule times to come out of the office and grab some food. It wasn't necessarily scheduled but it was an informal time that was at the same time every week just to chill and get people out of the office. I think the social interaction helps with the working environment and you can make those kinds of positive connections.

VPE: Different people have different ways you can bond with them so connecting in a group is great but also keeping individual relationships is a good idea.

VPA: The staff meetings always started with a question and I really liked that to get to know everyone on a more personal level. You can learn more about a person from their personal interests, whereas at work you only really learn about their professional personality.

VPSE: It's hard for some to talk about themselves unless it's prompted so questions are a great idea.

President: We should make the activities and questions themed. Should we do them weekly or biweekly?

VPA: I was thinking we do staff meetings early in the week and then the appreciation events on the opposite side of the week.

President: We should break it up to keep it spread out and keep the lines of communication open.

VPA: We should start doing them at the end of the week. We can start the staff meetings at the beginning of the week to start the week on a fresh note and then take the time to appreciate the staff at the end of the week.

VPSA: We can figure out logistical dates when we are more comfortable with our schedules and then we can come up with appreciation ideas for next week.

1.5.3. Summer Courses

VPA: I'm taking more than the maximum number of courses recommended for an Executive this summer and I just wanted to run it by the rest of the Executive and see if you guys were okay with it. My work life will not interfere with my position, I'll be keeping my personal laptop at home and will time-manage appropriately.

1.5.4. Transition Ideas

President: I just wanted to touch base with you all and see if there was anything that can be improved in terms of transitioning and transition week.

VPSE: I would love to have more specific details when it came to transition such as contact information, specific dates or when to expect certain meetings and events.

1.8. Adjournment

Motion to Adjourn

Moved by: VPE

Seconded by: VPA

Meeting adjourned at 3:20 pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPA Seconded by: President
Motion Passed

Motion to Adjourn

Moved by: VPE Seconded by: VPSE
Motion Passed

2.1. Call to Order

2.1.1. Adoption of the Agenda

Motion to Adopt the Agenda
Moved by: VPA Seconded by: President

2.2. Comments from the Chair

2.4. Executive Updates

2.4.1. President

President: Just finished our first core staff meeting of the year. We have more transition meetings coming up. We have bus pass distribution coming up. Irene Thompson from the Freedom of Expression working group mentioned that when they hire the new staff in June, we should meet the student housing staff to talk about SCI awareness in housing. The CSA/GSA should meet in some capacity so we can learn what they're up to during student choice initiative. Met with Cam Guthrie first day of transition and he wanted to set up a meeting with us.

2.4.2. Vice President Student Experience

VPSE: I want to start being active and consistent on social media. Let me know if you guys have any ideas on how to make the CSA more present online and how we can promote ourselves. I'm heading to Canadian Music Week this week, thank you all for the suggestions regarding which panels and sessions I should attend during the conference. Dena and I are attending a meeting with Orientation Week regarding move-in day programming and what that is going to look like.

2.4.3. Vice President Academic

VPA: Still sorting through all the documents in my office. I've gone through all my emails because there were 500 emails. I'm working to follow-up on the ones that needed following up with. Once that's done, we have bus pass on Thursday and Friday and then I'm going to start working on goals for the year and how to reach

MINUTES

Executive Committee

Meeting # 2

May 7, 2019 – 2:00 pm



out to students. I'll be working on an academic cheat-sheet with what you can do with academic rights and finances and the changes to OSAP and Internal / External bursaries. Still trying to format it and will have more updates next week. I do have some other committee meetings that will hopefully give me a better understanding of what I can do.

2.4.4. Vice President External

VPE: I am meeting with Steve Dyck if any of you are interested. It'll be at the Bullring tomorrow and we can talk about issues that matter to you. Bus pass is coming up and I'll be working on that. The Guelph District Labour meeting is on Thursday and I'm excited for that. I'm also heading to the Ontario Exec Committee for CFS this weekend.

2.5. Unfinished Business

2.5.1. Transition Ideas

VPA: In addition to what was said last meeting, I would love to have more details on committees. I feel as I have gone into committee meetings with little context on who is on them and what is currently being discussed.

2.6. New Business

2.6.1. Executive Accountability

President: Following up with our meeting with Lee Anne, we should be more accountable for our hours during the year. Lindsey, you created the calendar to track our hours and I hope you are all keeping track on there.

VPA: We are going to start tracking our preferred hours on the calendar ahead of the days we come in.

VPA: I still had questions about our activity logs – what the expected format was, what detail needed to go into.

VPSE: I would reach out to Lee Anne or Earl for a template because I think they have them.

2.6.2. O-Week

VPSE: Does anyone have any ideas for new events they'd like to run or events they don't want to see run again? I would love to run the sustainability jamboree again, maybe on a larger scale?

MINUTES

Executive Committee

Meeting # 2

May 7, 2019 – 2:00 pm



President: Sustainability Office was a big part of supporting that event so we should contact them and see how they can support us for that event.

VPA: In Germany, they have an intergenerational learning event that was similar to Subs and Clubs where first year students can walk up to and ask upper year students what they got out of it and learn where the student fees have gone to and what they got out of it.

VPSE: My only issue with this is how do we force first year students to ask those specific questions.

VPA: Previous organizations had buttons that said “Ask me about my club,” that could work.

VPE: The CSA had an event at Brass Taps where all the CSA services had informative booths that students have to learn about in order to get a drink ticket. We should do something along those lines.

VPA: We could talk to Bullring and have them give out free coffee coupons as an incentive.

VPE: We could do it at the same day as the open mic but earlier in the day and encourage individuals to come out.

VPA: The past VPSE had some success with the passport. We could try and implement that with this idea.

VPE: We can promo the CSA in the Orientation Week pamphlet that each first year student receives.

VPSE: You might have to pay for that advertising space. We can look into pricing options.

2.6.3. City Council Letter of Support

President: Horeen is submitting a letter of support to City Council. We have the options of writing a letter, speaking, and physically being there.

Horeen: We have Executive Empowerment during the summer. We have to be on the same page regarding public matters on provincial and municipal affairs. Plastic-free Guelph submitted a motion last year where all Exec showed support and attended the City Council meeting wearing their CSA shirts. I’m going to write something for City Council and then I’ll bring it back and we can all see what we think.

ACTION: Write a letter to City Council (President & VPE)

ACTION: Brainstorm Orientation Week ideas.

ACTION: VPA will look at templates for activity logs.

2.7. Adjournment

Motion to Adjourn

Moved by: President

Motion Passed

Seconded by: VPE

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPA Seconded by: VPE
Motion Passed

Motion to Approve the Minutes

Moved by VPE Seconded by VPA
Motion Passed

Motion to Adjourn

Moved by: President Seconded by: VPA
Motion Passed

3.0. Call to Order

Meeting called to order at 1:32 pm

3.1. Adoption of the Agenda

Motion to Adopt the Agenda
Moved by: VPA Seconded by: VPE

3.2. Comments from the Chair

Chair: Asked to have more structure to meetings. We'll list goals/projects and assign tasks and takeaways to individuals using the SWOT method.

3.4. Executive Updates

3.4.1. President

President: For bus pass distribution, we met similar numbers to last summer's distribution numbers. We're starting to talk about Orientation Week and how the other Exec can support VPSE to run events. DHR is looking into accessible picnic benches at the Bullring. There is a Pride Month Flag raising on May 31, invite from DHR with Student Experience and GQE. I emailed Karen Menard to have a student representative on the Non-Academic Ancillary Fee Task Force, and we'll keep pushing towards that.

MINUTES

Executive Committee

Meeting # 3

May 13, 2019 – 2:00 pm



3.4.2. Vice President Student Experience

VPSE: I've been working hard submitting event proposals and innovation funding forms this week for Orientation Week amidst all the uncertainty with Orientation Week Funding. Thank you all for the support for the Innovation Fund Forms. I've also sent out the Summer Accreditation details to our clubs.

3.4.3. Vice President Academic

VPA: I've had a lot of Senate Committee meetings regarding policy changes, including changing the drop day to the last day of classes. I've started the sexual violence training that the Office Manager sent out earlier this month. I'm in the beginning phases of planning for the Student Memorial Service. I've been working diligently with the Business Manager to plan the service, and she's looking towards having it a primarily student-run event.

3.4.4. Vice President External

VPE: Bus Pass Distribution is done! The past weekend, I was at the CFS Ontario Executive Meeting which talked about the CFS in general and how they represent students on a provincial and federal level, and what the Student Choice Initiative may look like. The National General Meeting is June 8 to 11 and I have the motions that are being discussed at that meeting. I've also been looking into CFS coming to campus for Orientation Week to talk about the OSAP changes. DHR has an employment equity committee that we should have a student sit on. May 27 is the City Council meeting where we are putting pressure on the government to declare a climate emergency, I'm preparing a speech to give to City Council. On May 24, there may be a potential day of action. We've been sent an invitation for a Green New Deal town hall at Guelph City Council and they are looking for input on June 6 from 7 to 9 pm.

3.5 Approving Minutes

Motion to Approve the Minutes

Moved by: VPE

Seconded by: VPA

3.6. New Business

3.6.1. SCI Update

President: We are getting answers as what is approved as compulsory. The SafeWalk and Menstrual fee are approved as mandatory. We are still waiting

MINUTES

Executive Committee

Meeting # 3

May 13, 2019 – 2:00 pm



about FoodBank. I'm going to contact the university on how we can table at events that students attend that target incoming students and other resource fairs on campus.

3.6.2. Accountability Table (VPA)

VPA: I have a template for keeping accountability and am looking at feedback. It looks at our week by week activities, how many hours we work each week, committee projects, our own personal goals for our roles, and updates on our duties, services, and general committee meetings. You can tailor each table to your role.

3.6.3. O-Week Updates

VPSE: I've submitted proposals for all the events we discussed running. Things are still a little up in the air because of the student choice initiative. However, I've submitted events regardless because we can always delete them later. I've submitted proposals for the Block Party, Gryphfest, a Silent Rave event, and Sexy Bingo. Athena McQueen confirmed she was interested and available for Sexy Bingo. I've also contacted the services to see what page their on in terms of hosting events and being part of the resource fair.

VPE: I also want to have an educational event on the changes to OSAP and changes to post-secondary education and have CFS come in and talk about it during Orientation Week.

3.6.4. City Council – Speak of Support

VPE: On May 27, I will speak at the City Council meeting on the Climate Emergency Motion. It would be nice to have all the Executive present to support the Climate Emergency motion.

3.6.5. Activist Assembly / Skills Development Symposium

VPE: CFS sent me the catalogue for the skills symposium. You folks can read through this on your own time. I was going to look through the catalogue and choose the most important ones we can bring to campus and have CFS come in and present these workshops. We can choose which we can present to the general public, the Board, and core staff. We would like to have activist assemblies in each semester that anyone can take part of and we can include student organizations and community groups in these. We can also have some skills symposiums like budget, sponsorships for our Board.

VPA: We should wait until we have our year at the glance meeting to determine where there are gaps and we can schedule the skills symposiums in the gaps.

VPE: I was thinking of getting more specific dates later when we have a larger Board.

3.6.6. Summer Projects (VPA)

VPA: I will follow up on this via email.

ACTION: Table at more university events (President)

ACTION: Send Accountability Table to Exec (VPA)

ACTION: Send Skills Catalogue to Exec (VPE)

ACTION: Send Horeen the top picks for Skill Symposiums (ALL)

3.8. Adjournment

Motion to Adjourn

Moved by: President Seconded by: VPA

Meeting adjourned at 2:24 pm

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPA Seconded by: President
Motion Passed

Motion to Adjourn

Moved by: President Seconded by: VPA
Motion Passed

4.0. Call to Order

Meeting called to order at 10.12 am

4.1. Adoption of the Agenda

Motion to Adopt the Agenda
Moved by: VP Seconded by: President

4.2. Comments from the Chair

PRES: President, VPA, and VPE are present. VPA will be taking minutes for this meeting.

4.4. Executive Updates

4.4.1. President

PRES: The Survival Guide is still under review. I will be talking with John Bonnar to see if there are other ways we can cut costs without cutting information. We met yesterday with Sarah, Chris, and Irene T. about the implementation of Smoke Free Campus so we can understand how it will affect students, staff, and faculty. Still working on fee descriptions for SCI which are due tonight. We also have the Gallivan Conference coming up Monday to Thursday, and I'll be attending a handful of convocation ceremonies as well. University budget townhall we've been invited to so VPA and Graphic Designer have stepped forward to attend.

4.4.2. Vice President Student Experience

VPSE (Absent)

MINUTES

Executive Committee

Meeting # 4

May 22, 2019 – 10:00 am



4.4.3. Vice President Academic

VPA: The past two days I was at the Accessibility Conference, which was really insightful and a lot to learn. I have a bunch of notes I'll be following up with and am excited to use this information in my work. On Monday, I was at Queen's Park for a Board of Governor's event highlighting the research excellence at University of Guelph, which was quite interesting. I am currently planning the Student Memorial Service; I met with Lee Anne this past Monday and am meeting with the GSA VP Internal next Monday. I'm just trying to gauge which Exec will be attending so we know numbers and can plan accordingly.

VPE: I can attend.

PRES: I am speaking so I'll be there.

VPA: Next, a friendly reminder that I'll be out of the office for all three days of convocation, June 11 to 13. On the 11th I begin at noon, so I will be at our core staff meeting.

VPA: Last is KnowQuest. This is an email Dena and I received about a platform for students to rate textbooks, with the hope that professors will use it to determine what is useful for their course. Personally, I am not interested in partnering at this time, it looks click-baity, and not well organized. They've outlined some information about incentives and whatnot but I just don't think it's something we can take on right now. If they want to promote on our campus, that's their own free will, but it's not in my interest.

PRES: I agree, we all have a lot on our plate, so I don't think we can take more on at this point.

VPE: Maybe we can reconnect when the plan is more concrete?

VPA: Okay cool. So last thing... my summer courses suck but we're getting through it.

4.4.4. Vice President External

VPE: I am working on a few things at the moment. The first being, the Skills Symposium and Activist Assembly. We have decided on hosting both in October. I've sent out the catalogue of the workshops to all of you to look over and decide which are of interest. I hope to get all that cleared out today. I am also working on submitting an event for O-Week that would essentially be an information session educating students on the changes to post-secondary education and OSAP. This event would also introduce students to WeTheStudents campaign. I am still working on the O-Week training on Gryphlife. Also, this past Monday, I attended the City Council meeting and delegated on the "Climate Emergency" motion. Unfortunately, council decided to water down the motion and "acknowledge a climate crisis" rather than declaring a climate emergency. There is also a Green New Deal Town Hall happening on June 6, we've received an invitation to volunteer or attend. We should all go! The CFS National General Meeting is from

MINUTES

Executive Committee

Meeting # 4

May 22, 2019 – 10:00 am



June 8 to June 11 and I'll be leaving for that on the Friday. I'm graduating on the 13 and will need that day off!!! Also depending on the moon and when Eid is, I believe it is June 4, so I'll need that day off too!

4.5 Unfinished Business

4.5.1. CFS Activist Assembly and Skills

PRES: I think Student Movement 101 would be interesting, it incorporates what this organization is about and the interests of students given many changes coming forward. The next one I flagged was number 6, Current Issues in Education, which is similar to the info session you [VPE] want to run during O-Week.

VPE: Did you pick any, Lindsey?

VPA: I thought 6 (Current Issues in Education) and 7 (Current Issues in Ontario) were important, and there were a couple others later.

PRES: Do you think we could combine these two? I think they're both important and can provide a lot of context.

VPE: Okay, noted.

PRES: Number 21, Creating Cultures of Care, is another one that mental health is close to my heart and is something needed across this campus. As for the Board, number 8 (Balancing Budgets, Sponsorship, and Good Finance) is something that's going to be a big challenge this year and informing our Board how to go about tough issues we might be facing, whether that's new or further education. The next one I flagged for Core Staff and Board was 9 (Fiduciary Duties and Good Governance), because we are a governing body, as well as number 17 (Organizing an Opt-In) which is completely applicable for what we're dealing with over the summer. It would be good for the Board to be knowledgeable but is something that will support the staff over the summer months.

VPE: We should see if we can make this a full day, because it would make it more worth it for CFS to travel here.

PRES: Next for Staff and Board is Number 18 (Federal Elections Plan), which ties to the VPE Portfolio and is something she might want to start in the summer. Number 21 (Creating Cultures of Care), this would also be a good session for Core Staff, Board, and members tying to the mental health. Do you two want to go through the ones you had flagged?

VPE: I'm interested in number 15 (Fairness for International Students). It is something we might not often think about.

PRES: Yes, that is important and would definitely be of interest with the recent budget changes at the University.

VPE: Another one I thought we could add another for the summer with Core Staff is number 3 (Organizing To Win: Building a Campaign Strategy), it would be good for the entire team to look into campaigning and events that will promote

MINUTES

Executive Committee

Meeting # 4

May 22, 2019 – 10:00 am



opting-in. This seems very general, so it may be of interest to other organizations as well, or just the general public. I also think 2 (Creating Safer Spaces: Anti-Oppression 101) is very important for general members and Board members.

Anti-O training is mandatory for our Board and sometimes they miss out on it.

PRES: Do we not already have that in some capacity when we do Board training in September?

VPE: We do, but often with scheduling it doesn't match for all Board members. It's also a learning process and should be ongoing throughout the year.

PRES: What would the difference be between holding it through the university versus the CFS?

VPE: It allows us to accommodate people's needs and availability. People do go to them, but sometimes need flexibility.

PRES: I think it might be more applicable to offer two training times, but to be consistent across the board – through one organization or the other – even though it's offered at different times, that would be the best way forward. If we're really set to have CFS attend for the Anti-O training.

VPE: This is more of a general one that the student population can get, that would be of interest.

VPA: Perhaps this is something that SHAC can partner on. They've held Anti-O training for anyone in the past and it was fairly well attended.

VPE: My understanding is that we will want separate training for the Board members, for the core staff, and for the general membership. I see the CFS Anti-O under general membership that would be open to anyone. With respect being the basis for meetings and organizing, it is something that all students should have. I don't want this to be seen as a chore, because it's not, but you can get something different each time it is offered.

PRES: I do recognize that it is something people should actively want to and should step into, to be in that space, and be cognizant of the lenses they wear and the outcome it may have. If we are expanding this across campus to other organizations, do they have any other access to training?

VPE: There's so many organizations that are not diversifying their movements and this is an opportunity to learning how. It's not us running it, it's CFS that we are hosting to allow the public to come and engage.

PRES: Okay, so I think moving forward we can look into offering it to general membership.

VPA: Just in the interest of time, we have five minutes left of the meeting and five agenda items.

PRES: Okay so for staff, I believe it was 17 (Organizing an Opt-In), 21 (Creating Cultures of Care), and 3 (Organizing to Win: Building a Campaign Strategy). Lindsey, what do you think about summer sessions for staff?

VPA: The media training was something of interest, but we are doing that with someone from university admin so maybe do that first and see if we need more.

MINUTES

Executive Committee

Meeting # 4

May 22, 2019 – 10:00 am



VPE: I feel like number 18 (Federal Elections Plan) would be applicable for staff but might be more of a general workshop for any members.

VPA: I also think 14 (Volunteer Management) would be really important for services with volunteers and core staff to talk about Board retention. It's something that there have been challenges with over the past few years and would be important to know how we can improve so students want to engage as Board members or volunteers.

PRES: Number 17 (Organizing an Opt-In) would also be interesting as it's something that we have done in the past, but for now it's something that we need for our survival so maybe.

VPA: I think the volunteer management one should be in the summer as we prepare for Board to start in September, as well as a big time to start looking for volunteers. If we can find a day to engage service coordinators and all staff, it would be ideal.

VPE: Yeah, we can combine them for a full day session. What else were we looking at?

PRES: I had mentioned Number 6, Current Issues in Education, and 7, Current Issues in Ontario, to bring everyone up to speed on what we're talking about and what we are facing this year.

VPE: Number 1, Student Movement 101, is that one we want to throw in there?

PRES: Yeah, I agree it would be good for everyone. [VPA nods in agreement] Another one on budget was 8, Balancing Budgets, Sponsorship and Good Finance.

VPA: I think that would be good to hold after the by-election but before fees come in, just in case we need to adjust the budget for the Winter.

PRES: I could see 8 (Balancing Budgets, Sponsorship and Good Finance) and 9 (Fiduciary Duties and Good Governance) being combined for the Board and what about staff?

VPA: I would suggest maybe just doing it for Board and Exec, maybe PTM as well. I think it's most applicable to our positions.

PRES: That's fair. Did we miss the Accessibility 101?

VPA: I had mentioned it for the Core and Service Staff. I think it would be good in the summer for all folks in advance of the academic year.

VPE: When are the service staff available for the summer? Should we do July or August?

VPA: I'm going to veto August because we will be off and then fully prepping for O-Week.

VPE: So maybe we do a full day of sessions in the summer for staff and service staff. Then in the fall, we do a series of sessions for Board members and general membership. I'll put this together in a document so we can narrow down to 3 to 4 sessions for each group.

MINUTES

Executive Committee

Meeting # 4

May 22, 2019 – 10:00 am



PRES: What if we ask to combine some information from sessions – such as the campaign building and ask for a spin from the opt-in session. That way we can get the same information but decrease the time a bit. [VPA nods in agreement]

VPE: I'll take a photo of this and fix it up to include the descriptions and whatnot so we can send it off to CFS and ask for availability to run these sessions.

PRES: Being aware of time, I'm thinking we proceed with VPA summer plans and SCI Updates, then move the rest to unfinished business for the next meeting. We will aim to be out of here by 11:30. [VPA nods in agreement]

4.5.2. VPA Summer Plans

VPA: I am looking into what I set as my projects for my term and I have a couple things listed that I want your feedback on. First, I wanted to chat about room stuffing with IHC, wondering if anyone had heard anything about that?

PRES: I haven't, might've been Claudia, but I believe the IHC president is away at a conference within the next week.

VPA: For that, I was thinking of a two-sided postcard with one side on academic rights and the other side as financial opportunities, including grants, scholarships, bursaries, both internal and external.

PRES: I really like this idea, it's probably easy and simple to execute. It will take some time to gather all the information.

VPE: I'd be happy to table in the UC to ensure students know their rights and resources.

PRES: I don't know where SHAC stands, but maybe they could also table?

VPA: I know Maggy had mentioned doing more tabling with SHAC so I can ask! I have to chat further with Registrar Ray Darling, the Manager of SFS, and Program Counsellors to make sure we're addressing what students need most, or what they see students coming to them about.

PRES: Sounds good.

VPA: Next up is policy review, it wasn't one of my campaign platforms but I've noticed some difficulty navigating and/or inconsistencies with wording within our CSA policies that I'd like to improve. I feel like it's very important for our organization's transparency and making sure we reflect on what we stand for and how we are moving forward with everything we're facing.

VPE: I think it's also really important to give anyone a seat at the table for PBRC, to know that non-Board members can attend and participate in making the CSA better.

VPA: Exactly! Lastly is academic review, which was part of my campaign goals. I know Natalie had worked a lot on this and I'd like to see those come to fruition. So three things here. The first is a policy preventing assessments over reading break/thanksgiving holidays. I'd like to work with SAS to iron out the issues they had here and allow accommodations through SAS for students to take assessments during the breaks on a case-by-case basis.

MINUTES

Executive Committee

Meeting # 4

May 22, 2019 – 10:00 am



VPA: The second is an ongoing discussion [with Cate Dewey] about having a certain percentage of grades released by a certain day in the semester. This stems from changes to the drop date coming forward that would extend it to the last day of classes and students should know where they stand well before that. The third idea is minimum and maximum weighting for final examinations. I've heard of students taking 60 percent to 90 percent exams and I don't think it aligns with student success to have their passing or failing of a course dependent on one assessment. To note, many of these policies would not be applicable to DVM students given the external governance of their program for accreditation. We would also have to look into SAS accommodations as exceptions to these policies. I am hoping to bring these to APP as priorities and work with that group because I strongly believe that current practices can be improved to support student success.

PRES: I think that all of these are extremely applicable to the livelihood of this campus.

VPE: I believe this will address many concerns I've had from students. I've personally had 60% exams and it's not supportive of student success or mental health at all.

4.5.3. SCI Updates

PRES: Moving forward, I think SCI should be at the top of unfinished business in future meetings to make sure we are addressing it each time.

VPE: Agreed.

PRES: There have been lots of updates from the task force. The most recent change was last Friday when they advised that the opt-out period would begin June 17, with course selection, for a three-week period. If students do not opt out during this time, they cannot opt-out for the fall semester. For the winter semester, we believe the timing will occur early November for three weeks. I have a meeting with Ray and Carrie in early June to discuss why this date was moved up so drastically. I've contacted Karen Menard to ask again about a student rep on the task force. We've also been asked by the Registrar's Office to revise several of our student fee descriptions, which has proven quite difficult. Additionally, from the Registrar's Office, we have been asked to review an email being sent to students very soon. We've sent our recommendations back to Emily and are awaiting a response. Lastly, we have been asked to review the system for opting out, it will be through WebAdvisor. From correspondence with the Registrar's Office, there will be a chart with the fee title, the price, and the description, then another column with a checkbox to opt out. There will be a second page to confirm all opted in/out fees. In late July, I believe the third week, the bills will be sent out to students in a clean copy. My final comment for all this is for the Board to recognize that all the Exec have been kept up to date.

This update is purely for the Board to be aware of what we are finding out, when we find it out, and taking action in hopes of the best possible outcome. Any other comments from Exec?

VPE: As we discussed yesterday, having the period earlier and a three-week cut off, if you haven't opted out, it is a learning curve and we will wait to see the impact.

PRES: In our meeting yesterday, we had discussed asking for a two-week period. Monday's meeting should have a lot of clarification.

VPE: What is the update of the FoodBank fee?

PRES: We haven't heard back yet but should by the end of this week.

VPA: In your meeting Monday, can you please ask the Registrar at what point organizations will receive notification about how many students opted-in? Regardless of when they get their fees, if organizations can know before the fall semester, they can adjust their budget accordingly.

PRES: I recognize the new business hasn't been hit, but we have a meeting Monday to go over this. I would like to ask for an action item that all Exec updates be put in the agenda beforehand so we can ask questions/clarification as needed, rather than overextending our time.

4.6 New Business (all moved to next meeting as unfinished business)

4.6.2. Managing Stress

4.6.3. Committee/Meeting Attendance

4.6.4. Federal Election

4.8. Adjournment

Motion to Adjourn

Moved by: President Seconded by: VPA

Meeting adjourned at 11:44 am

ACTION: VPE will create document with CFS sessions for each group (Board, Core/ Service Staff, General Membership). Will have ready for core staff meeting to discuss with them.

ACTION: VPA Contact IHC/Housing about room-stuffing.

ACTION: ALL Exec put your updates in the agenda for next meeting 24 hours in advance.

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPA Seconded by: VPE
Motion Passed

Motion to Adjourn

Moved by: VPA Seconded by: VPE
Motion Passed

5.0. Called to Order

Meeting called to order at 11:45 am

5.1. Adoption of the Agenda

Motion to Adopt the Agenda
Moved by: VPA Seconded by: VPE

5.2. Comments from the Chair

5.4. Executive Updates

5.4.1. President

Pres: Just got back from CAC – Gallivan's Health and Dental conference, learned a lot about the upcoming programs in Gallivan around Mental Health and support for international students. A lot of moving parts while I was away, especially SCI. Met with Carrie Chassels, Ray Darling and Manny from Financial Services about the new information about the opt-out process, more discussed in SCI. This week is filled with sending updated descriptions to the Optional Fee links, and will finish with a Freedom of Expression meeting. Time away – Handful of Convocation ceremonies, representing the CSA on the convocation stage!

5.4.2. Vice President Student Experience

VPSE: Innovation Funding has been submitted for all Orientation Week events we will be hosting (Block Party, Gryphfest, Sexy Bingo, Silent Rave). Additional funding can be applied for in late July if needed. I'll compile a list of our service's events as well once they get finalized in the coming months. I'm still trying to figure out budgeting for the larger events; however, much of the events depend on funding. Had a phone call with Athena McQueen and she has been confirmed for our Sexy Bingo event. I was away all last week so no updates from

MINUTES

Executive Committee

Meeting # 5

June 6, 2019 – 11:30 am



committees. I've received the full list of CSA Clubs that have been accredited for the summer; these are the clubs that can run O-Week events. If you have any questions regarding this, let me know. I've reached out to ALL clubs, accredited or not, to see if they'd like to participate in the START International Orientation BBQ Dinner. I followed up with the work order for the Golf Cart and am waiting to hear back from them, but once I do, we can finally contact the Golf Cart to get it into our hands and proceed with next steps. A reminder I'll be in only half the day on Wednesday due to convocation and will be away Thursday and the following Monday due to convocation and my parents being in town.

5.4.3. Vice President Academic

VPA: A friendly reminder that I will be out of the office next Tuesday (afternoon), Wednesday (all day), and Thursday (all day) as I am in the procession for Convocation ceremonies. As for my project updates, the Student Memorial Service is well underway with planning, but the date is TBD, pending the availability of senior admin. I will be reaching out later in June to bounce ideas around about the plaque quote, once GSA VP Internal and I narrow them down. Vic and I have been working on the RSVPs and program design so I will update you on that when it's complete. I'm currently arranging to meet with some folks in Student Financial Services, as well as the Provost's office to discuss the university budget as I've raised some concerns about student aid changes. After attending Senate and the Budget Town Hall, there were some interesting questions raised, particularly around the SMA3 agreement and performance-based funding. Senate updates include several program changes, including six new minors and one major to B.Comm., deletion of co-op and re-alignment of B.A.Sc. CYF and ADev programs, and general changes to other curriculums. Additionally, starting in Fall 2019, the last day to drop classes without academic penalty will now be the last day of classes (60th class date), and I won the Walter Vaughan Medal which will be presented at convocation next week. As a more personal update, I just received my Certificate in Communications Process which I technically completed in Fall 2018, and my summer courses suck and midterms are hitting hard next week but I'm almost one-third through them. I will now accept questions, comments, or concerns.

5.4.4. Vice President External

VPE: A few updates for today. I'm working on the Skills Symposium and Activist Assembly. We've decided on hosting both in October, I've sent out the workshop catalogues to everyone to see which ones are of interest, and it would be worth it to see what different student groups would be interested in as well. The CFS National General Meeting is from June 8 until June 11, I've been looking through the motions. For Orientation Week, I am looking into an "Information Session"

that can break down the changes to Post-Secondary Education and OSAP changes and what all of that would mean for students. I feel that a lot of students might be coming into University not knowing what some of the changes might mean for them and how these changes actually really hurt students in the long run. This would also be a great way to introduce the We the Students campaign. There is also a Green New Deal Townhall on June 6. We've received an invitation to join the coalition to shape a Green New Deal for Canada. The Green New Deal is a nationwide coalition working on changing our society and economy to be more sustainable. Unfortunately, this past Monday, the City of Guelph did not declare a climate emergency but instead watered down the message to "acknowledge a climate crisis". This was disappointing to see, especially since there were over 20 delegates, including myself who spoke on the motion and motivated council to take climate action.

5.5. Unfinished Business

5.5.1. Student Choice Initiative

President: We have a website link from Student Financial Services about the opt-out fees, as well as the compulsory fees. The email draft we've been working on will be sent later this week. Followed up with Carrie about getting student representation on the Ancillary Fee Committee. At the Gallivan conference, I chatted with other universities about how they're handling the Student Choice Initiative. Ontario is splitting their union fees, with some for clubs, some for services, etc. Still in contact with Manny to make changes to the website and how that is going to look.

5.5.2. Updates on Past Action Items

VPA: I reached out to IHC about room stuffing and they have directed me to another individual in Student Housing. I have followed up with them but haven't heard back yet. I will start looking at the academic policies fact sheet related to that.

President: I'm working towards us having a presence at larger events on campus with other organizations.

VPE: I got a list of what Symposium workshops folks were interested in and compiled a list. I'll bring this to the core staff and see what everyone thinks and when we want to have these workshops.

5.5.3. Managing Stress

MINUTES

Executive Committee

Meeting # 5

June 6, 2019 – 11:30 am



5.5.4. Federal Elections

VPE: CUPE is more than happy to collaborate on bringing out a discussion panel. I would love to have CFRU, the Ontarion, and the Political Science Society to help pitch in and other political party clubs on campus. I'll need support to book space and help clubs to come out and have the event to be successful.

President: Jay from Student Experience has reached out to collaborate on Federal Election programming. It would be worth it to have a conversation with them.

VPSE: Would there be a cost associated with this event and bringing the speakers to campus?

VPE: I would assume not.

5.6 New Business

5.6.1. CSA Promo Video

VPSE: Office, Friends, CSA Logo

President: Ask about copyright

5.6.2. Social Media Accessibility (VPA)

VPA: In terms of social media accessibility after attending the accessibility conference I wanted to address the use of captions on photos. I wanted to start using this for the CSA social media, which is basically just a small caption of what the photo is for those who are visually impaired. You want to highlight colours that are used, describing what you are wearing or foreground and background, what emotions are used, and what the purpose of the photo is so individuals can understand what the photo is after reading the caption of it, because there is not always a direct relation between the two. Similarly, if you go on Twitter, you can go into your settings and add a caption to a photo that is not tied to the characters or content of the tweet.

5.6.3. Campus Parking Changes

5.6.4. Hospitality Donation

VPSE: Horeen talked with Hospitality and they agreed to donate some cookies to one of our Orientation Week events!

5.6.5. CSA Statement for CFS Legal Challenge

VPE: Kayla Weiler from the CFS sent us edits on our CFS Statement and I added some of her comments. Dena, if you'd like to send the statement, that would be great. I think it would be great if we all looked over it again and see if we should change it before we send it.

5.6.6. Orientation Week Acts

5.6.7. Team Values

President: You're given a list of values and then you choose your top 10 and top 5, and then we come as a collective to talk about our top values and how we prefer to do things and get more context on our individual traits. It would be a great idea to further develop our relationships. Shannon Thibodeau is willing to come in and expand on this workshop and facilitate conversations.

VPA: Would this be a core staff thing or an Executive thing?

President: I think it would be best to have it with the Executive to start.

5.7. Executive Committee Meetings Interest

ACTION: Provide feedback for Symposium List (ALL)

ACTION: Contact Jay about Federal Elections (President), Continue planning and collaborating with other student groups for the federal election event.

ACTION: Look over CFS Statement (ALL)

5.8. Adjournment

Motion to Adjourn

Moved by: VPA

Motion Passed

Seconded by: VPE

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: President Seconded by: VPSE
Motion Passed

Motion to Adjourn

Moved by: VPA Seconded by: President
Motion Passed

6.0. Call to Order

Meeting called to order at 10:11 am

6.1. Adoption of the Agenda

Motion to Adopt the Agenda
Moved by: President Seconded by: VPSE

6.2. Comments from the Chair

6.4. Executive Updates

President: Attending Wednesday afternoon convocation, but it should not impact my hours. This week, I am meeting to begin planning for Fall By-election and looking at the PDR Policy, as there must be changes from our funding changes. I am working to finalize SCI-related website language to best reflect who the CSA is, and the services/programs connected to the CSA. I have been contacted from the City of Guelph about starting conversations about moving our transit pass from the sticker to electronically connected. I am working with Sustainability on how to connect the CSA to their Orientation Week event that is focused around an Urban Farmers Market. I am attending this coming Friday's Freedom of Expression meeting to represent the CSA and our members. Still working on Survival Guide reducing.

VPSE: I am away this Wednesday to Monday due to convocation and parents being in town and will be back in the office Tuesday morning. GQE confirmed collaboration on the Sexy Bingo Orientation week pending we have an action plan towards inappropriate comments towards Athena. Still haven't heard back on the work order of the shed, or the promo video details. Meeting with Orientation later today to hammer out specific details on Block Party, specifically the more financially restricting parts of the event. Will loop you in with the information next week.

VPA: I'm in the procession for convocation this week and as such will be out of the office. I'm still checking emails and am popping in and out of the office between ceremonies. Still working on Student Memorial Service, waiting for Senior Administration to confirm availability. Working on some student info card ideas, which is later in the agenda, and also going through CSA and University policies.

VPE (Absent)

6.6 Unfinished Business

6.6.1 SCI Updates

July 13 email will be sent to students about the Out-opt process. President contacted Karen Menard again, have not heard back, will be emailing Carrie to get student rep on Non-Academic Ancillary Fee Task Force.

6.7 New Business

6.7.1. VPA Summer Courses / Exec Time Away

VPA: Need time to study for exams and recover after, looking for July 29 to the beginning of the mandatory break on August 16. I will be checking emails daily and responding accordingly but will not actively be in the office.

Pres: To give an informed decision, I also will be planning to be away July 29 to August 1.

VPA: Clarify the definitions of Vacation, Away and SCI to be used in CSA Attendance

All: Agree with these dates, tasks must be done ahead of time.

6.7.2. Supervisor Duties

Pres: Lee Anne recommended that as the Exec we check in with each other about our supervisor.

VPSE: Met with Thibeca about her flex hours in summer and Bailey and Orientation Week.

Pres: Going through all full-time staff job descriptions of the staff that I supervise and will have one-on-ones with such individuals. One-on-one SWOT check-ins with each Exec.

VPSE: Semesterly basis is best.

VPA: [Nods in agreement]

MINUTES

Executive Committee

Meeting # 6

June 11, 2019 – 10:00 am



6.7.3. GQE Action Plan

VPSE: GQE is comfortable going forward with Sexy Bingo only if we had an action plan in place with details in place. The action plan would be mandated to prevent students from making any inappropriate comments towards the host as well as create a safe environment for students. Going forward I'll be scheduling a meeting with all of us and a GQE and possibly a GRCED rep to create an action plan. I've already requested more volunteers for this event to help with this specific issue.

Pres: I think it is good to be aware of this and good to go forward with it.

6.7.4. Mental Health Field Worker

Pres: One of the main takeaways that the Guelph attendees of the Gallivan Client Advisory Council was the need to have increased awareness about mental health resource and event awareness on campus. It was to have a field worker survey all of this and report back so that we can find the gaps of the resources and events to better place ourselves at those events or build new ones.

VPA: I am concerned that we are possibly spending budget that we do not know that we have yet, as there would not be any confirmation until mid-August. There is the Health and Dental reserve, we could use that for the field worker.

VPSE: Why would we hire someone when we could do these tasks ourselves? Also, the committees I sit on, do not start meeting until mid-September so the information we're looking for might not be ready until then if not afterwards.

Pres: There was talk of asking Jack, as he is aware of what this campus provides and the individuals to contact.

VPA: I have concerns that if we hire for the position rather than the interview there might be issues, as there have been in the past.

Pres: Okay, fair point.

VPSE: I'm still confused about what the task would be. If there was a job description created, it would have a better understanding.

VPA: Even if we create a list of where we want them to look and what we want them to find.

6.7.5. SafeWalk

Pres: I wanted to discuss the golf cart and the new smoke-free campus.

VPSE: Have you heard from Physical Resources about the work order for the golf cart storage?

VPSE: I haven't heard back; I will get in touch with them again.

Pres: Ok, as soon as we know that PR has approved then we can order the golf cart. Also, we have to arrange our volunteer/coordinator/Exec golf cart training with PR. Also, a week or so ago, VPE and I attended an info session about smoke-free policy. A question was raised about how we are going to prepare

MINUTES

Executive Committee

Meeting # 6

June 11, 2019 – 10:00 am



SafeWalk for the new designated 'off' campus locations and likely increase to outer edges of campus. I can connect us with the individual who ran the info session for VPE and I. Also, we can possibly combo the policy awareness training with the golf cart training from PR.

6.7.6. Residence Room Stuff

Pres: Coupon Book

VPA: For the academic residence stuffing, I was thinking of having a postcard-sized info card that outlined academic resources on one side, and financial resources on the other. Academics would include relevant policies, contacts / resources, and more. Financial would have scholarships, bursaries, employment, OSAP/gov. aid, and more. Residence leaders can stick this on their boards so students have it on hand and know where to go. In my experience, previous info cards were not appealing and would not make me read it; they've been monochrome and simple. I want this postcard to have bright colours.

Pres: Can we have a combo of our CSA colours?

VPA: Yes, and at the bottom, we would have a "Know Your Rights" brought to you by your CSA". I was also potentially looking at contacting the Registrar to help with funding for printing this postcard as most of the information benefits them.

Pres: How much would it differ for the START International room stuffing?

VPA: The major difference would be the OSAP equivalent for international students.

6.8. Upcoming Meetings

*Same as the meetings mentioned during Executive Meeting 5

6.9. Adjournment

Moved by: VPA

Seconded by: President

Meeting adjourned at 11:45 am

ACTION: Follow up with Hospitality (Dena)

ACTION: Chat with CSA Promo about the Room Stuffing details and CSA Business Manager about financing

ACTION: Follow up with Work Order on Shed (VPSE)

ACTION: Confirm financing and details of Field Worker Position

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPA Seconded by: VPE
Motion Passed

Motion to Strike a Hiring Committee for the Position of FoodBank Coordinator

Be It Further Resolved That Lolia Shallouf be appointed as Board representative on the Hiring Committee for the position of FoodBank Coordinator.

Moved by VPA Seconded by President
Motion Passed

Motion to Adjourn

Moved by: VPA Seconded by: VPE
Motion Passed

7.0. Call to Order at 11:06 am

7.1. Adoption of the Agenda

Motion to Adopt the Agenda
Moved by: VPA Seconded by: VPE

7.2. Comments from the Chair

President: Let's get crackin'!

7.3. Executive Updates

7.3.1. President

PRES: The main focus for the past week or so has been finalizing all CSA descriptions for the opt-out process that went live last Wednesday, and now still in the process of making sure that it is consistent language on the website and social media accounts with the descriptions. Following suit to that, also making sure that the language is represented within the Survival Guide. The Exec were trained on our hiring procedures and Health and Safety by Laura (two separate meetings). We had our first official meeting with Mike Calvert from UC Services, he sent a message of building on the current working relationship. Had our first official meeting with the GSA to learn more about our fellow association on campus.

MINUTES

Executive Committee

Meeting # 7

June 24, 2019 – 11:00 am



To follow up on the room-stuffing, we are submitting our coupon book and a Feeling Better Now door hanger, the other item that targeted academic and financial support resources so turned down, as other departments will likely submit a similar item. It was recommended that we create the item but use it to support tabling in residences.

Moving forward, there are a few exciting meetings this week that either myself, some or all Exec are a part of. Like the first Health and Dental Plan Committee, Exec Values with Shannon, the first Joint Health and Safety Committee meeting, staff norms with Meghan Kirwin, Homecoming Planning with VP Student Affairs, Media training, VPSE mentions an important meeting too and the first official CSA Exec to VP Student Affairs meeting too. This a busy week for us!

This week, I will be contacting the CRO to begin building a campaign around our Fall by-elections. We are continuing conversations about the definition of membership to the CSA and what that means about service and voting access.

Sorry for a super long update, most of the content is for the Board to see what is going on for the Exec and the different tasks, meetings and avenues we're on.

7.3.2. Vice President Student Experience

VPSE: Chipping away at Orientation Week details. Met with Hisham from O-Team to discuss Gryphfest and to hammer out more details on what we can do. Looks like we can make it finance-wise if we cut down on artists. Our first innovation fund committee meeting was cancelled so we will hear back later than anticipated about funding. A pal at the Re-Vision Centre sent me a bunch of accessibility at events resources so I've been looking over those and making my own guide that relates to. Still not hearing anything from physical resources about the Golf Cart despite following up for a third time. I've called and left a message late last week and will wait for a reply. If I don't hear back this week, I'll see what else I can do. I've invited everyone to attend the Sexy Bingo Action Plan meeting for this week, so come with ideas on how we can mitigate hateful activity.

7.3.3. Vice President Academic

VPA: Still patiently waiting for Senior Administration to get back about their availability for the Student Memorial Service and have given the deadline of this week for a response as we need to send the letters to families. Also, I'm now looking into preparing the academic/financial fact sheet as an insert or postcard type handout, maybe for Survival Guide or bus pass distribution. I think the info is important for students to be aware of, especially the financial opportunities given

MINUTES

Executive Committee

Meeting # 7

June 24, 2019 – 11:00 am



the OSAP changes that are coming to realization now. I'm also looking to get CAPCOM together as soon as Board comes in, given the importance of all the policies we are reviewing and the situation we're in with funding, it is important to review these and figure out how we can better serve students, taking into consideration the mandate formed last time CAPCOM was up and running.

7.3.4. Vice President External

VPE: I missed the last Exec meeting, I was away in Ottawa at the National General Meeting. The meeting went well, I was in the Campaign sub-committee and there was lots of talk, discussion, and panels on the Green New Deal and the Federal Elections campaign. The Green New Deal presentations were really impactful and went into more depth than the Green New Deal Town Hall in Guelph, which is what I think people are looking for. The turnout for the Green New Deal Town Hall was really great, which is proof that there is a large demand for change and that people want to engage and learn more about environmental issues. I am looking into hosting our own Green New Deal Town Hall, that would largely be student centered and focus on action that can be taken on Campus but then have a bridge between students on campus and the at large Guelph community. This event would be super informative and would be open to community members as well as students. Sustainability Office would probably be interested in hosting with us! The Federal Elections is another huge thing I'm working on. This is a super important election and Millennials are projected to be the largest voting population in this federal election. I've got some cool ideas to try to engage students. I'm thinking tabling, classroom talks, a federal elections Trivia Night and First Time Voter Birthday Party, panel discussion, etc. The candidates have been selected. Also, we went to Doug Ford's office to bring student stories to his doorstep in regard to the OSAP cuts, and they locked us out. I will be working on a statement on behalf of the CSA about the Missing and Murdered Indigenous Women Inquiry.

7.4 Unfinished Business

7.4.1. SCI

VPA: Ryan Shoot, a past Executive at the CSA, posted a statement on LinkedIn about the Student Choice Initiative. We should consider contacting them to see if we can share their statement on our social channels because it was really informative.

VPE: The CFS budgeted a 30% retention of membership for the upcoming year, so they will not have the same capacity to do their work. This puts a lot of the CFS's work on the Ontario Executive Committee as we cannot rely on the CFS to

do work for us. I may have to take on more work on campus regarding CFS matters.

President: We're in the opt out period now. Started Wednesday afternoon and it is now running until July 10. We collectively need to start a conversation to respond to inquiries about what students are able to use, what they are entitled to as students who opted out from our fee.

VPE: We should begin a collective campaign to make students aware of the realities of what they would lose when they opt out of everything. Instead of having multiple little campaigns that say what one individual group loses if they opt out, we need a collective campaign with everything on campus.

VPA: We just need to be very careful with our wording when it comes to responding to these inquiries.

President: Supporting all groups is a great idea; however, moving forward, we should have most of our energy going toward our campaign.

VPE: I think that students should just have a collective unified message for students instead of multiple small ones. I'm willing to do the work to bring a solidified message to all students to tell them that we should opt into all of these fees rather than picking and choosing. I think it makes everyone's job easier if we pool our ideas and resources together to work towards this collective campaign.

VPA: We also need to be mindful if this is realistic within the next two weeks as the opt out period ends within these coming weeks. In the fall, we can start putting this collective action together when more groups on campus are active.

7.4.2. Supervisory Duties

President: Just checking in on how our supervisory duties are going so far.

VPA: Mine are going quite well with SHAC, I've been in contact with Maggy.

VPE: Mine are going well as well, I've met with every service I'm managing. I went over the job descriptions with the Bike Centre and I'll send them over. I do think that it may be better for the Coordinators to evaluate each other rather than me as a supervisor because they know their day-to-day environment better than me. I want more indicators of how the service runs from them which may be hard getting it from the Coordinator.

VPA: I think it may be a conflict if we have the coordinators evaluate each other rather than a supervisor evaluate them. I also think it brings more of a connection between us and the services if we evaluate them.

President: If my peers from my past job evaluated me, I don't know how valuable that would be regarding giving constructive feedback. Similarly, the environment is not the same as it is now. There may be different positions next year because of the SCI, and the staff may not feel comfortable enough to bring issues to us. Seeing as we have not received much HR training, we should probably continue this conversation with our Business Manager and HR.

7.4.3. Mental Health Field Worker

President: In the last meeting, I presented the idea of creating a mental health field worker and brought it up to the Health & Dental Committee. It was brought up that it was not appropriate for us to decide on this field worker as we manage a lot of the budget.

7.5 New Business

7.5.1. Homecoming Event

VPSE: We have a homecoming committee meeting coming up with various groups on campus. I wanted to bring the idea of having a beer garden on campus during the day of the Homecoming game, and possibly have a livestream of the game on an outdoor movie screen. I'd suggest the option of having a non-alcoholic area and having beer companies come and sponsor their product.

VPA: If we can start thinking of how to prevent students from showing up drunk, and bringing their own alcohol, and how much we're charging for alcohol.

VPSE: I was thinking of having sponsored beer/cider companies to come to the event to have reduced costs or free products.

7.5.2. START Accessibility Info Fair Event/Community BBQ Info Session

VPSE: Wednesday, August 28 from 2 pm to 4 pm

Pres: August 29 from 6:00 pm to 8:30 pm, one guest at O-Week dinner

MINUTES

Executive Committee

Meeting # 7

June 24, 2019 – 11:00 am



7.5.3. Exec Time Away Process

President: This is up for debate as we do not follow the time away process as the full time staff. We're proposing a booking form to book days off, whether its vacation or time off. The office just needs some sort of proper notification of time off and where we can expect individuals. The sheets are outside my office door.

VPSE: Does this include SCI days off as well?

President: This is up for debate as the Business Manager and HR are working on appropriate language.

7.5.4. Activity of Committees

President: Earl has mentioned that there are some committees that run this year and some that do not. We will meet in the future to discuss with the PTM to send out a list of committees that our Board members are interested in joining.

7.5.6. Hashtags

Email

7.5.7. FoodBank Coordinator Hiring Committee

MOTION: To strike a Hiring Committee for the position of FoodBank Coordinator;

Be It Further Resolved That Lolita Shallouf be appointed as Board representative on the Hiring Committee for the position of FoodBank Coordinator.

Moved by: VPA

Seconded by: President

Motion Passed

***Follow-up at next meeting about Activity Log, confirm our next meeting, confirm Earl's attendance at next (or next meeting), confirm Lee Anne's attendance at next meeting re: Sexy Bingo 2x/month**

7.8. Motion to Adjourn

Moved by: VPA

Seconded by: VPE

Meeting adjourned at 12:09 pm

ACTION: Hang up Mission, Vision, Values poster

ACTION: Prepare and circulate a statement about our fees and how to respond to students.

ACTION: VPA sending President Mr. Shoot's statement to social media channels.

SUMMARY OF MOTIONS

Motion to Adopt the Agenda

Moved by: VPA Seconded by: VPE
Motion Passed

Motion to Approve all Appointments to Committees (omnibus)

Moved by: VPA Seconded by: VPSE
Motion Passed

Motion to Adjourn

Moved by: VPA Seconded by: President
Motion Passed

8.0. Call to Order

Meeting called to order at 1:00 pm

8.1. Adoption of the Agenda

Motion to Adopt the Agenda
Moved by: VPA Seconded by: VPE

8.2. Comments from the Chair

President: Congrats on making it to our second month! Our PTM and Business Manager will be in attendance.

8.3. Executive Updates

8.3.1. President

PRES: Time away – July 10, and as per previous Executive meeting, last four working days in July.

Big week for the Survival Guide, got our copy (words) in Student Essentials cut down to reduce the cost of the book. Thank you to the lovely VPs for supporting that project. Currently, our Programmer is processing the reduced copy, and once we have a better idea of where we stand with changes in the first two sections of content, then we can figure out more steps forward for ads and

MINUTES

Executive Committee

Meeting # 8

July 2, 2019 – 1:00 pm



possibly if content can return. Had our first Health and Dental meeting, was a good touch-base with Gallivan and other counterparts about the general basis of our plans and where our numbers stand, all good news from that committee right now, taken with a grain of salt due to the impact of OHIP Plus changes.

Working towards developing language around how to respond to inquiries about opting-out and the access to services. Our core staff is having a meeting today to continue conversations about what impact SCI has on our membership, and what is fair.

This week, I am working to build a promo checklist to make sure the CSA has the best roll-out for the Fall semester, and the details required for that piece.

Also, we have Healthy Bingo for CSA Staff and Exec!

VPSE's highlights a few milestones to note about the golf cart, homecoming activities and the Action plan meeting for Sexy Bingo. Please refer to below update.

8.3.2. Vice President Student Experience

VPSE: Had our first Innovation Fund Committee where we reviewed 70+ applicants for \$45,000. We have our second later this week where we will finalize what funding we will be giving out. I worked on reducing the sections in the survival guide that were relevant to my position, which was tough but needed to be done. I met with Jakub from the University's internal video production team at Day Hall and we discussed details of the promo videos the CSA was thinking of doing, and he'll send me a quote sometime this week so we can decide whether or not we will be proceeding with that project. My favourite part of last week was meeting with The AVPSA to discuss Homecoming details. They had some initial ideas that did not seem as they would negate individuals from going to Chancellors Way so we all had some input on them. I've been emailing Claire Alexander to get CSA's foot in the door and have a bigger stake in the overall planning, as well as brainstorming our own ideas on how we can plan our own event. Attended a positive space training committee which was awesome, I learned so much more than general inclusion/LGBTQQ2SIAA+ trainings I've attended before. We've had a setback with the Golf Cart shed, whereas Physical Resources said that they've turned down the work order because there is a high demand for storage for golf carts on campus. The Business Manager, President, and I met with our point of contact from Physical Resources (PR) to let them know how important it is we have a shed for the safety of our volunteers. Thomas, our contact from PR, let us know that a shipping container may be a viable option for storage. Either way, this may delay some of our timeline but the

MINUTES

Executive Committee

Meeting # 8

July 2, 2019 – 1:00 pm



Business Manager is working diligently on relaying the information and asking the right questions. Met with Wellness and GQE with the other Execs to come up with an Action Plan to combat hateful comments towards the Drag Queen Host. Otherwise, this week I am working on the smaller details of Orientation Week and finally attending a CFRU on-air training session.

8.3.3. Vice President Academic

VPA: Time away – as previous approved by Exec, July 29 to August 25 I will be away. July 29 to August 6 and August 16-25 are vacation time (10 business days). August 7-15 (five business days) I am away due to exams, but I will be in and out of the office for meetings as reflected in my calendar (2-3 hr/day).

Hello, welcome to the life of Lindsey. We are a bit delayed with the student memorial service planning due to reduced summer hours and my collaborators being on vacation, but still in good shape to have everything settled before September hits. It is quiet for the next two weeks in my calendar, so I'm taking the time to work on personal goals/projects associated with my role. This means I'm going to get my ducks in a row, ideally not letting any fall in a sewer, particularly with laying out timelines and ideas for fall/winter projects. Some notable highlights include: working with Registrar (Ray) on academic calendars (in progress), working with the PTM to get CAPCOM/PBRC prepped for policy review (not yet started), academic/financial factsheets (in progress), surveying students about priorities (for lobby document, not yet started), the Teaching Excellence award, and academic-related events. I'll be coming back to you over the next few weeks for some feedback or bouncing ideas around.

I'm also looking to complete some training opportunities that I believe will help me in my role, including the 'Supporting Survivors', 'Workplace Psychological Health and Safety', and 'Understanding Stigma' trainings. I came across a website (<https://opencoursesstore.d2l.com/>) through d2l, the company that runs CourseLink, that is a hub for free training opportunities on a variety of subjects in case anyone else wants to check it out (not many open now but should ramp up later in the summer).

On a more personal note, we have entered my favourite season despite some weather delays, that is the season of fresh Ontario fruit, so I will be going strawberry picking later this week. Summer courses seem to be plateauing now that midterms are over(ish), but only five weeks left (which is both exciting and terrifying). Also, 105 days until convocation.

8.3.4. Vice President External

MINUTES

Executive Committee

Meeting # 8

July 2, 2019 – 1:00 pm



VPE: There are currently several different projects in the work for this fall. The first being the Campaigns for this year. I've decided to get a feel of the campus climate before determining what campaigns to adopt. I've been meeting with different student groups across campus to see if they are interested in any of the proposed campaigns. So far, I've reached out to the International Students Organization (ISO) about the *Fairness for International Students* campaign. I will be meeting with the Aboriginal Students Association (ASA) to see if they are interested in any of the campaigns of the Circle of First Nations, Metis, and Inuit people. I'm also meeting with the Muslim Students Association (MSA) to talk about the *No Islamophobia* campaign. The major campaign for this will be the *We the Students* campaign, given the current political climate and how it is impacting students. I am also looking into having a Green New Deal Townhall in the fall that is centered around students and campus. I'd like to create a working group on campus to plan for a fall Green New Deal Town Hall and hope this can become an ongoing working group. I am also working on the Federal Election plans for the fall. Looking into a panel discussion in the UC courtyard or PCH, am still in the planning process for this. The CFS skills workshop is another thing I've been trying to organize. I hope to have a date for the summer for the staff.

VPA: Regarding your Campaigns idea, it may be worth looking into the Food Security workshop CFS offers, and bringing in the FoodBank to that workshop. Similarly, it would be worthwhile to discuss bringing back Trick or Eat with the possibility of additional finances available.

8.4. Unfinished Business

8.4.1. SCI

8.4.2. Update on Previous ACTION items

PRES: The poster has been hung and we are working towards developing language for how we handle questions about the student choice initiative. We will tackle the previous VPF's statement at our next meeting.

8.5.2. START International Info Fair Event/Community BBQ Info Session

VPSE: The Community BBQ info session is Wednesday, August 28 from 2 pm to 4 pm. I may be busy but we are able to send any of our Executive to represent the CSA for International Students.

PRES: August 29 from 6:00-8:30 pm, I can bring one guest to O-Week dinner.

8.5. New Business

8.5.1. Activity Logs

8.5.2. Committees (PTM present)

PTM: There are four standing committees in the Bylaws that we need to assign Executive reps to. Under the Policy, there are nine standing and operating committees. CAPCOM is now an ad-hoc committee. We should look at how many standing committees there are and determine the accuracy, and who the chairs and members are of each committee.

VPE: For the Executive Evaluation Committee, could the Board members make a template of how they evaluate all Executive based on our role descriptions?

VPA: It may be worth it to have us come up with an evaluation as we are the ones who know our roles best.

PRES: Is it worth it to have the Board members come up with a template? It may be a large task on their plate.

VPE: It can be a collaborative task between Executive and Board members, if possible.

PTM: The next task is to look at the committees on the website and see whether those are active or not. The committees on the website should reflect what is in the policy.

MOTION: To appoint VPSE and VPE to the Bike Centre Committee.

MOTION: To appoint VPA and President to the Capacity, Analysis, and Planning Committee.

MOTION: To appoint President and VPSE to the Finance Committee.

MOTION: To appoint VPE to the FoodBank Committee.

MOTION: To appoint President and VPSE (*changed from VPA at later meeting*) to the Petitions, Delegations, and Representations Committee.

MOTION: To appoint VPA, President, and VPE to the Policy and Bylaw Review Committee.

MOTION: To appoint VPA to the Student Help and Advocacy Committee.

MOTION: To appoint all Executives to the Ad-Hoc review of Executive Evaluation Committee.

MOTION: To approve all appointments to committees as omnibus.

Moved by: VPA Seconded by: VPSE

8.5.3. Sexy Bingo (Business Manager present)

VPSE: Mike from UC brought up the idea of having Sexy Bingo run bi-weekly instead of about monthly as it has been run in the past. Mike says that the event is highly successful; however, I am wary of having it run every two weeks. I chair the SERM committee bi-weekly on Thursdays, so if Sexy Bingo is run every other Thursday all of my Thursdays are gone and I may not have the energy to run and host it every two weeks. If we were to outsource running and hosting the event to other groups such as GQE, that may work but that also depends on their energy and availability.

VPA: Would Sexy Bingo being hosted every week take away the appeal of waiting for an exciting event?

PRES: The PTM also echoed the excitement of waiting for an event.

BM: I don't think it'll be fresh if it's hosted bi-weekly.

VPA: Would it be worth doing a pilot run for the fall semester and seeing if it's feasible and still exciting? We can try it for one semester and see if the crowd is consistent.

BM: Is it the title of "Sexy Bingo" that is the catch? The UC said that its generally new attendees that come. I think it's too much and too frequent. I would rather have three to four successful events that the CSA puts energy into.

VPA: If the Drag Queen at Orientation Week is a big hit, that could be something that the UC looks into bringing on as a regular host.

VPSE: I'll set up a meeting with Mike with all of us and see if he would be willing to do the work and contact other groups.

8.5.4. Centre for Innovation in Campus Mental Health Conference (VPA)

VPA: Trying to figure out who (Dena or Claudia) will be attending as my better half for the October 15 sessions, as I will be at Convocation. Please confirm so we can register ASAP, it will cost \$50 for the day (it's \$100 total for registration – split between me and the other person). I've indicated sessions of interest, but you are welcome to take a look at it yourself too – sessions must be chosen during registration process.

ACTION: VPA sent email, President and VPSE will respond

8.5.5. Parking Services Changes (VPA)

VPA: I received an email from a student expressing concerns regarding the changes to parking services. Can someone provide an update on the status of communications between us and parking services, as well as when information will be going to students?

ACTION: VPA will send email, Exec please email back to follow up.

8.5.6. Orientation Week Merch

VPSE: I was wondering if we were interested in some special merch for visibility during Orientation Week. The previous Exec ordered vests, and they mentioned they didn't use it as much. I was thinking maybe we wanted to explore something inexpensive, as wearing the same CSA shirt every day of the week may be a little unfavorable.

8.5.7. Homecoming Johnston Green Activities

VPSE: The registration is due tomorrow so I need to know what we're doing and if there's money in the budget.

8.5.8. CFS Ontario General Meeting

8.8. Adjournment

Motion to Adjourn

Moved by: VPA

Seconded by: President

Meeting adjourned at 2:58 pm

Executive Update # 1

Dena Van de Coevering – President

Office: UC 248A

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csapresident@uoguelph.ca

September 11, 2019



Hello Directors!

Welcome to the first Board of Directors meeting of the 2019-2020 academic year!

The past four months have been very busy in regard to learning about my portfolio and learning more details about our organization. As well, I have been learning about the different hats I wear in my role of public relations, operations, finance and HR matters and the different committees I am a part of.

For your reference, my job, duties, and responsibilities are outlined in **Policy Manual, Appendix A, Section 13.3. – President.**

1. Committees

- Executive Committee, 12 meetings to date
- Student Health Plan Committee, two meetings to date
- CSA/GSA Transit Committee, one meeting to date, second mid-September
- Joint Health and Safety Committee, one meeting to date, participated in Federal Annex walk-through

2. Other Meetings

- UC Services, around BooBar Gaming Lounge in Brass Taps and Sexy Bingo
- Alumni Affairs and how to help fundraise for student groups that are not incorporated
- Homecoming Planning Committee with VPSA, Carrie Chassels
- Meghan Kirwin of the Kirwin Group, completed two team training/learning sessions with Core Staff team
- Executive Values Check-In
- Media Training with Deirde Healey from Communication at U of G
- Weekly UC Digital Signage Review Committee meetings
- Late Appeals Meeting, as student rep
- Intro meeting with Graduate Students Association
- Clubs meeting with Athletics on behalf of VP Student Experience
- Freedom of Expression Sub-Committee: Posters, two meetings, and Freedom of Expression Task Force, one meeting
- Smoke-Free Campus Information Session

3. Certificates

- SafeTalk mental health support training
- Health and Safety Training
- Anti-Oppression Training from DHR

Executive Update # 1

Dena Van de Coevering – President

Office: UC 248A

519-824-4120 ext. 54408

csapresident@uoguelph.ca

September 11, 2019



4. Speaking Events

- Student Experience Instagram Takeover, July 18th
- START International Orientation Dinner, 200 students
- President's Resource Fair during Move-In Day, 1000 students and families
- CSA Block Party, 500-2500 students
- CSA's Bike Centre O-Week Bike Ride, 15 riders
- Pep Rally, 4000 students
- Bullring staff training

5. Conferences

- CAC, Health and Dental Conference via Gallivan, was able to connect with other Ontario student leaders and VP Finance of Graduate Students Association

6. Hiring Committee

- Promotional Services and Graphic Design position, Irene Castellano began Sept. 9

7. Leases

- Renewed Federal Annex Building Lease for the space for the Bike Centre and Guelph Student FoodBank

8. Media Contact

- Maclean's Magazine and Globe and Mail, article about Student Choice Initiative and how it has impacted our campus so far
- Guelph Mercury, about SCI and transit contract

9. Success Stories

- Good working relationship with admin around opt-out process
- 16,780 students were invoiced the CSA fee, several comments about coming to our front office to pay the CSA fee
- Know how to work our large format printer
- Reduced copy (or text) in Survival Guide to reduce cost

10. Other

- Precisely writing 60 words to have beside University of Guelph Central Student Association fee on Webadvisor

This is only a *highlight* of what my position has required in the past four months. I look forward to the continued challenges that come my way, and to continue to focus on how to best guide our organization during this transitional year ahead.

I am looking forward to learning more about each of you as our time together continues. I welcome you to ask questions and have conversations with me about CSA related items or other topics. My door is always open.

Executive Update # 1

Claudia Idzik – VP Student Experience

Office: UC 248A

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September 11, 2019



Hey Pals,

Nice to finally meet all of you! I'm Claudia, your VP-Student Experience. I'll try and keep it short and sweet. Most of my summer was spent going to festivals and handling my biggest Orientation Week yet – and it's been a lot of fun. Worked a lot with the University to create a brand new event for Homecoming. You can read all about it below, and if you ever have any questions or want to see a detailed summer activity report, let me know!

Your Song of the Week (#SOTW):

Boredom by Tyler the Creator

For your reference, my job, duties, and responsibilities are outlined in **Policy Manual, Appendix A, Section 13.4. – Vice President Student Experience.**

IMPORTANT DATES:

September 12-13: Clubs Days, UC Courtyard

September 28: Gryphons Park, Johnston Green

October 19: PUP & Charly Bliss at PCH

Events:

Orientation Week: O-Week saw many successful events, namely the Block Party, Gryphfest, Sexy Bingo, and the College Movie Night. Block Party saw a crowd of 5000, Gryphfest had more students I've seen at the event than in previous years, Sexy Bingo needed chairs brought from upstairs to accommodate the crowd, and despite the rain, the college movie night still filled up Rozanski. For the first time, we brought a Drag Queen to Sexy Bingo and it was a lot of fun.

Homecoming: We've been working with the University to provide an event that brings crowds on campus during the day. Gryphon's Park is an event on Johnston Green that will mimic Jurassic Park in Toronto – there will be entertainers, a host, athletes, and an array of games for people to play. The football game will be livestreamed on an outdoor screen.

Projects:

Event Accessibility: ReVision has sent me some resources about accessibility at events and that's something I've been working on and really want to highlight and make a norm for any future CSA events and VPSE executives. The VPA has extended an invite for me to sit on the positive space committee this year which has met a couple times this summer.

Executive Update # 1

Claudia Idzik – VP Student Experience

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September 11, 2019



Menstrual Hygiene Initiative: Diva Cups have arrived! We will be offering them to students out of the SHAC office for a discounted price. When the new promo individual starts, I'll work with them to create a Menstrual Hygiene guide that will make it easier for students to find our tampon dispensaries and learn more about the project. Not only for accessibility but a good-to-know info guide!

Volunteer Team: This year, a collective goal has been to increase Board involvement, and this year, I'd like to really highlight this, not only with the Board but for all students. Plans are to increase involvement by targeting students with opportunities they are actually interested in.

Radio Station: This summer, I attended a few trainings for CFRU and am interested in forming a CSA show. If you have any ideas or want to become involved, hit me up.

Committees:

Innovation Fund Committee granted about 65,000 to O-Week events this year. Lots of plant potting and tie-dyes. Gryph to Grad Committee is meeting this week to get the ball rolling on graduation events! Student Event Risk Management (SERM) is beginning training for all clubs and is beginning to meet regularly. If you have any questions about risk management at events, reach out!

Services:

SafeWalk hosted a successful scavenger hunt for Orientation Week, and the Clubs office is working hard on Clubs Days, happening Thursday September 12 and Friday September 13. The Clubs General Meeting is September 16 in PCH.

Other:

I've been partnering with a lot of Downtown and local Guelph business lately – have a few meetings about some cool opportunities for students. We are possibly looking at having Sexy Bingo occurring more often than once per month.

Executive Update # 1

Lindsey Fletcher – VP Academic

Office: UC 249

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September 11, 2019



Hi returning friends and friends I haven't met yet!

It has been a busy past few months since the start of our terms but I'm very excited to update you on everything I've accomplished so far, and what it's looking like ahead. If you'd like a more exhaustive report of my week-to-week activity or 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 13.5. – Vice President Academic.**

Since beginning my role, I have attended 133 meetings, 10 events, 9 convocation ceremonies, and 1 conference. I've drunk approximately 90 coffee/tea beverages, bothered Claudia in her office at least 68 times, and interacted with almost 40 students (not including during bus pass distribution). On a more personal note, I have completed the requirements for both my Bachelor of Arts, Honours and Bachelor of Science, General so I will be attending my own convocation ceremony in October! I have now entered grade 18 as I work towards my B.Sc. Honours and work full-time as your VP Academic.

1. Committees

Much of my 133+ meetings thus far have been committee work. As calculated by my predecessors, the VP Academic is responsible for undergraduate advocacy and representation on approximately 50 committees across various campus departments, with new ones being added as we go on. Throughout the summer, I met regularly with the Executive and core staff, as well as the Registrar, members of Senior Administration, Senate Committees, Open and Affordable Course Content Task Force (OACCTF), and the Positive Spaces Committee.

2. Projects

Throughout the summer semester, I was also acting as the primary contact for the Student Help and Advocacy Centre, the CSA service I have the privilege of supervising. Within this capacity, I had 12 students reach out seeking assistance for various reasons. I was able to provide further information and resources to help these students in their circumstances.

Another major project I started in the summer and am wrapping up soon is the Student Memorial Service. Every year, the CSA and GSA collaborate to organize a memorial for students who passed away in the previous academic year. This is funded by the Health and Dental Committee, and our Business Manager Lee Anne has been fundamental in supporting the preparation for this. The service will be held on September 20 at 4:30 pm in the Arboretum Centre and I will provide an update on that project at our next Board meeting.

Executive Update # 1

Lindsey Fletcher – VP Academic

Office: UC 249

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September 11, 2019



I also assisted with the hiring committee for our new Promotional Services and Graphic Designer. I met with staff in Institutional Analysis and Planning, as well as Financial Services, to discuss the changes to OSAP and need for financial aid support. I'm also working with the library on planning events to promote open and affordable course content (which includes the #textbookbroke campaign) and other exciting academic events. I changed my voicemail after three months, but please don't call me; stop by my office and let's chat in person!

3. Coming Up

You may quickly learn that I love policy, so one of my major projects this year is to bring CAPCOM together for a policy review. While this has been ongoing for several years, there are some areas I'd like to take a further look into to better reflect and represent our organization and the students we serve.

I'm also working to get the Accessibility Working Group together, which I have connected with SAS on. If you are a student who identifies with a disability and are interested in working with me in this group, please reach out! Membership is confidential and timing is only a couple times a semester.

As mentioned, the Student Memorial Service is coming up in just over a week. Following that, some important dates in my calendar include: Post Malone's concert on October 4, my convocation on October 14, and the Centre for Innovation in Campus Mental Health Whole Campus Healthy Communities Conference on October 15 and 16. My calendar has openings should any of you wish to meet with me, so please reach out with any questions or opportunities to collaborate.

Executive Update # 1

Horeen Hassan – VP External

Office: UC 250

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September 9, 2019



Welcome to the CSA Board everyone!

I'm super-excited to work with you, learn about your passions and act on some of the issues you would like to address this year. You folks play a very important role for CSA. You are the executive directors who guide us and this organization to be what you would like it to be. Being a part of the student movement has been the best part of my Post-Secondary Education, and I promise there is a special place for each one of you in this movement. Student unions are not only about providing advocacy, great services and events to students, but they are also at the forefront of positive social, political, economic, and environmental change!

For your reference, my job, duties, and responsibilities can be found in our Policy Manual, **Appendix A, Section 13.6. – Vice President External.**

EXTERNAL AFFAIRS AND COMMITTEES

- **Guelph District Labour Council (GDLC)** – Last meeting was May 9, GDLC did not meet over the summer. Next meeting TBA.
- **Guelph Wellington Coalition for Social Justice (GWCSJ)** – Last meeting was May 14, GWCSJ does not meet over the summer. Next meeting is September 10.
- **Green New Deal (GND) Planning committee** – The GND Planning committee has been meeting every week to plan a Green New Deal Town Hall on campus in PCH on September 19. This event will be open to students and the Guelph community to come together to form a pact for a Green New Deal in Guelph.
- **Transit Advisory Committee (TAC)** – The last TAC meeting was June 20, next meeting will be September 16.
- **Town and Gown Committee** – Last meeting was August 29, next meeting is October 24.

LOCAL AFFAIRS AND COMMITTEES

- **CSA/GSA Transit Committee** – Last meeting took place July 15.
- **Human Rights Advisory Group (HRAG)** – Last meeting was August 7, next meeting is TBA.
- **Student Leaders and Administration Meeting (SLAM)** – The first SLAM meeting is September 12.
- **Sexual Violence Education Advisory Committee** – This committee has been meeting regularly over the summer to tackle issues in our community pertaining to sexual violence and planning campaigns to address some of those issues.

Executive Update # 1

Horeen Hassan – VP External

Office: UC 250

519-824-4120 ext. 56376

csavpexternal@uoguelph.ca

September 9, 2019



- **Parking Services/ changes to parking on campus** – There have been strong concerns from students in regards to the changes to parking that were implemented in May. I have been collecting some of these concerns to forward to Parking Services.
- **Guelph Centre for Urban Organic Farming (GCUOF)** – The Organic Farm on campus is a really great place that fosters a sense of community and gives students the opportunity to learn about organic agriculture, food security, and soil health. This farm is at risk of reduction in space due to the new Honeybee Research Centre. Many students are concerned about the farm being harmed in this process.
- **Ontario Public Interest Research Group (OPIRG)** – September 20 is the international day of action on climate change. I am in the process of planning climate actions for students in collaboration with OPIRG.

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.
- **Time to Be Bold** – Federal Election Campaign that encourages students to vote in the upcoming federal election.
- **United for Equity** – Campaign to challenge oppression on campus and in our communities.
- **Tap In!** - University of Guelph still not bottle water free, this campaign pushes for a bottled water free campus.
- **Fairness for International Students** – In collaboration with the ISO, we hope to better represent our International students, address their needs and advocate for fairness
- **No Islamophobia** – In collaboration with MSA, I would like to challenge Islamophobia on campus and work towards a more inclusive campus.

SERVICES

- **Food Bank** – We have a new food bank coordinator for this year who I'm excited to work with! Over the summer, the Food Bank underwent a cleaning and is now looking fresh, clean, and welcoming!
- **Bike Centre** – Things are going well with the Bike Centre; I'm excited to work with the team this year!

Executive Update # 1

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September 9, 2019



POLITICAL ENGAGEMENT

- **Guelph City Council Meeting delegation** – I delegated at the City Council Meeting on Monday, May 27 to support a Climate Emergency motion put forward by James Gordon and Leanne Piper. Council decided to “Acknowledge a climate crisis” rather than declaring a climate emergency.
- **Bringing student stories to Doug Ford’s office** – June 21, several student leaders came together and headed to Doug Ford’s office to deliver tweets from students in response to the cuts to OSAP. The office locked its doors on us, preventing any conversations
- **Federal Elections All Candidates Panel Discussion** – CSA in collaboration with CUPE 1334 will be hosting an All Candidates Panel Discussion October 2 in the UC courtyard at 6:30 pm.

CANADIAN FEDERATION OF STUDENTS (CFS)/LOCAL 54 REPRESENTATION

- **CSA Letter of Support on the CFS Legal Challenge** – The CFS filed for a legal challenge against the Ontario government’s Student Choice Initiative. In collaboration with the other executives, I wrote a letter supporting this decision made by the CFS. The letter can be found on the CSA website.
- **Ontario Executive Committee (OEC)** – Last meeting was May 11-12 in Toronto, next OEC meeting TBA.
- **National Annual General Meeting (AGM)** – The National AGM took place from June 8 to June 12 in Ottawa. If folks have any questions about the motions discussed or workshops I attended, feel free to reach out.
- **Ontario Annual General Meeting (AGM)** – The Ontario AGM took place from August 15-18 in Toronto. If folks have any questions about the motions discussed or workshops I attended, feel free to reach out.
- **SKILLS Symposium/ Activist Assembly** – I’m in the process of arranging a SKILLS Symposium/ Activist Assembly for groups on campus to take part in, which will consist of several different workshops that give student leaders tools to organize on campus.

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.2.

Hiring Committee Report – FoodBank Coordinator

Hiring Committee:

Horeen Hassan, Vice President External
Lolia Shalouf, Board Member
Laura Parsons, Office Manager & Executive Support

Posting dates: June 6-21, 2019. Deadline extended to June 27, 2019.

Number of applications: 7

Number of interviews conducted: 3

Successful Candidate: Clarissa Shepherd

MOTION: That the hiring of **Clarissa Shepherd** as FoodBank Coordinator be ratified for the 2019-2020 term, as recommended by the Hiring Committee.

Moved: Horeen Hassan, Vice President External

Seconded: Lolia Shalouf

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.3.

Hiring Committee Report – Promotional Services & Graphic Design

Hiring Committee:

Dena Van de Coevering, President
Lindsey Fletcher, VP Academic
Laura Parsons, Office Manager & Executive Support

Posting dates: August 2-19, 2019

Number of applications: 60

Number of interviews conducted: 5

Successful Candidate: Irene Castellano

MOTION: That the hiring of **Irene Castellano** as Promotional Services & Graphic Design be approved for the 2019-2020 term, as recommended by the Hiring Committee.

Moved: Dena Van de Coevering, President

Seconded: Lindsey Fletcher, VP Academic

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.4.

Appoint Hiring Committee – Board Scribe

WHEREAS the Board Scribe has resigned, effective September 25 2019;

WHEREAS the CSA recognizes the need to fill the position of Board Scribe for the remainder of the 2019-2020 term;

WHEREAS a Hiring Committee including one CSA Board Member, one CSA Executive Member and one CSA staff member, is required;

MOTION: To appoint a Hiring Committee for the position of Board Scribe;

RESOLVED that [*one CSA Board Member*] be appointed to the Hiring Committee for the position of Board Scribe.

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.5.

Appoint Members to the Finance Committee

WHEREAS CSA Bylaw 1, Section 4.2, provides the Board of Directors with the authority to establish committees to exercise any function of the CSA;

WHEREAS the CSA recognizes the need to appoint a Finance Committee;

WHEREAS the Finance Committee consists of six members including three Board Members, the President as Chair, a second member of the Executive Committee, and the Business Manager; and

WHEREAS the Executive Committee has recommended that the Vice President Student Experience be appointed as the second member of the Executive Committee;

MOTION: To appoint the Finance Committee to fulfill the terms of reference outlined in Policy Appendix A, Section 2.6;

RESOLVED that the following CSA Board Members be appointed to the Finance Committee for the 2019-2020 term:

-
-
-

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.6.

Appoint Members to Policy & Bylaw Review Committee

WHEREAS CSA Bylaw 1, Section 4.2, provides the Board of Directors with the authority to establish committees to exercise any function of the CSA;

WHEREAS the CSA recognizes the need to appoint a Policy & Bylaw Review Committee (PBRC); and

WHEREAS any member of the CSA Board of Directors may be a member of the PBRC;

MOTION: To appoint the Policy & Bylaw Review Committee to fulfill the responsibilities and structure outlined in Policy Appendix A, Section 2.9;

RESOLVED that the following CSA Board Members be appointed to the Policy & Bylaw Review Committee for the 2019-2020 term:

-
-

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.7.

Appoint Members to the Petitions, Delegations and Representations Committee

WHEREAS CSA Bylaw 1, Section 4.2, provides the Board of Directors with the authority to establish committees to exercise any function of the CSA;

WHEREAS the CSA recognizes the need to appoint a Petitions, Delegations and Representations (PDR) Committee; and

WHEREAS the PDR Committee consists of a maximum of six members including the CSA President and an additional member of the Executive Committee;

WHEREAS one place on this Committee is reserved for an At-Large or College representative and one place is reserved for a Student Organization representative; and

WHEREAS the remaining places may be filled by up to two members of the CSA Board;

MOTION: To appoint the Petitions, Delegations and Responsibilities Committee to fulfill the purpose and responsibilities outlined in Policy Appendix A, Section 2.8;

RESOLVED that the following CSA Board Members be appointed to the PDR Committee for the 2019-2020 term:

- College / At-Large rep.
- Student Organization rep.
- Board Member (Non-Executive)
- Board Member (Non-Executive)

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.8.

Appoint Members to the CSA/GSA Transit Committee

WHEREAS CSA Bylaw 1, Section 4.2, provides the Board of Directors with the authority to establish committees to exercise any function of the CSA;

WHEREAS the CSA recognizes the need to participate in the CSA/GSA Transit Committee; and

WHEREAS the CSA/GSA Transit Committee includes the CSA President, the VP External, two CSA Board Members and the Business Manager;

MOTION: To appoint the following CSA Board Members to the CSA / GSA Transit Committee for the 2019-2020 term:

-
-

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.9.

Appoint Members to the CSA Elections Appeals Board

WHEREAS the Elections Appeals Board (EAB) presides over matters regarding minor campaigning infractions on behalf of the CSA Board, as per CSA Policy Manual, Appendix G: Elections;

WHEREAS Policy Appendix G, clause 27.3.1. requires the EAB to consist of the following:

- Three CSA Board members, who are not **Executive**
- Two general members of the CSA in good standing

MOTION: To appoint the Elections Appeals Board for the 2019-2020 term;

RESOLVED that the following members be appointed to the CSA Elections Appeals Board for the 2019-2020 term:

-
-
-
-
-

Moved: Dena Van de Coevering, President

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.10.10.

Appoint Members to the Capacity, Analysis and Planning Committee (CAPCOM)

WHEREAS CSA Bylaw 1, Section 4.2, provides the Board of Directors with the authority to establish committees to exercise any function of the CSA;

WHEREAS the CSA recognizes the need to appoint a Capacity, Analysis and Planning Committee as outlined in Policy Appendix A, Section 2.4;

WHEREAS CAPCOM consists of a minimum of six members including four CSA Board Members, the Vice President Academic as Chair, and a second member of the Executive Committee; and

WHEREAS the Executive Committee has appointed the President as the second Executive member;

MOTION: To appoint the Capacity, Analysis and Planning Committee to fulfill the terms of reference outlined in Policy Appendix A, Section 2.4;

RESOLVED that the following Board Members be appointed to CAPCOM for the 2019-2020 term:

-
-
-
-

Moved:

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



NOTICE

Item 1.11.1.

Amend Bylaw 1 and Policy A re Standing Committees

WHEREAS, at this time, CSA Bylaw 1 and CSA Policy Manual Appendix A provide a different list of CSA standing committees;

WHEREAS, on April 3, 2019, the CSA Board approved an amendment to CSA Policy Manual Appendix A, stating that the Capacity, Analysis and Planning Committee (CAPCOM) is “an ad hoc committee that may be formed at the discretion of the Board and the Executive, to address issues based on annual priorities”;

WHEREAS the Service Oversight Committee is not considered a joint CSA / GSA standing committee at this time;

WHEREAS working group, advisory, ad hoc and program committees continue to fulfill an important role as CSA operational committees but are not considered standing committees;

MOTION: That **CSA Bylaw 1, Section 8.0** be amended to delete the Service Oversight Committee from clause 8.1;

RESOLVED that **CSA Bylaw 1, Section 8.0** be further amended so that clause 8.1 reads as follows:

- 8.1. The Board shall maintain the following Standing Committees:
 - a) Executive Committee
 - b) Executive Evaluation Committee
 - c) Finance Committee
 - d) Petitions, Delegations and Representations (PDR) Committee
 - e) Policy and Bylaw Review Committee (PBRC);

RESOLVED that **CSA Bylaw 1, Section 8.0** be further amended to delete amended clause 8.2: Executive Committee (Terms of Reference) and to insert it as a new clause 5.3., with clauses in Section 5.0 being re-numbered as appropriate;

RESOLVED that **CSA Bylaw 1, Section 8.0** be further amended to delete clauses 8.3, 8.4 and 8.5, and to add the following new clauses:

- 8.2. The Terms of References for the Executive Committee shall be found earlier in this Bylaw 1, specifically as clause 5.3;
- 8.3. The Terms of References for the remaining CSA standing committees shall be found in CSA Policy Manual, Appendix A, Section 3.0.

Continued...

Motion

Board of Directors Meeting # 1
September 11, 2019



RESOLVED that **CSA Policy Manual Appendix A** be amended to delete the following committees from Section 2.0: Standing Committees, and to add them to a new Section 3.0: Operational Committees:

- Accessibility Working Group (Section 2.2)
- Bike Centre Committee (Section 2.3)
- CAPCOM (Section 2.4)
- FoodBank Committee (Section 2.7)
- SHAC Advisory Committee (Section 2.10)

so that the following Standing Committees remain in the amended Section 2.0:

- 2.2. Executive Evaluation Committee
- 2.3. Finance Committee
- 2.4. Petitions, Delegations and Representations (PDR) Committee
- 2.5. Policy and Bylaw Review Committee (PDRC)

with subsequent sections in the Policy being re-numbered as appropriate, including Section 3: Confidentiality and Conflict of Interest Agreement renumbered as Section 4.

Moved:

Seconded:

Report

Board of Directors Meeting # 1
September 11, 2019



NOTICE

Item 1.11.2.

Amend Bylaw 2: Electoral re Quorum Required for a Referendum

WHEREAS it has become evident that **Bylaw 2: Electoral** does not indicate the quorum required for referendum question results;

WHEREAS the quorum requirement is an important aspect of the referendum process and should be formalized in the Electoral Bylaw;

WHEREAS the quorum requirement is stated in **Electoral Policy Appendix G** (Clause 6.4);

MOTION: To amend Bylaw 2: Electoral with regard to the required quorum for a referendum question, by adding a new clause 3.2. as follows:

- 3.2. Quorum for a referendum question posed to the membership shall be 20% of the general membership.

Moved: Dena Van de Coevering, President

Seconded:

Motion

Board of Directors Meeting # 1
September 11, 2019



NOTICE

Item 1.11.3.

Amendment to Policy Appendix A, Section 2.8: PDR

MOTION: That the amended Appendix A, Internal CSA Policy, formerly Section 2.8: **Petitions, Delegations Responsibilities (PDR) Committee** be approved as presented, to become Section 2.5.

Moved:

Seconded:

2.5. Petitions, Delegations and Representations (PDR) Committee

2.5.1. The CSA is committed to ensuring support for a diverse range of events and initiatives that benefit students.

2.5.1.1. Petitions, Delegations and Representations Committee

The Petitions, Delegations and Representations Committee (“the Committee”) is a Standing Committee of the CSA Board of Directors that is responsible for hearing, deliberating on, and making decisions regarding PDR requests. ~~These requests have previously been entertained by the Board of Directors.~~

2.5.2. Purpose

2.5.2.1. To receive, hear presentations for, and make decisions on PDR requests within CSA Bylaws and Policies.

2.5.2.2. To maintain a standardized PDR request form or method.

2.5.2.3. To make recommendations to the Finance Committee for annual funding for all PDR lines.

2.5.2.4. To provide complete semesterly reports to the CSA Board of Directors on all transactions involving PDRs.

2.5.3. Membership of the Committee

2.5.3.1. The Committee shall consist of a maximum of six members.

2.5.3.2. The President shall be a member of this Committee.

2.5.3.3. One seat on this Committee shall be reserved for an At-Large or College representative.

2.5.3.4. One seat on this Committee shall be reserved for a Student Organization representative.

2.5.3.5. One seat on this Committee shall be reserved for an additional member of the Executive Committee.

2.5.3.6. The remaining seats may be filled **by any up to two** members of the CSA Board of Directors.

2.5.3.7. The membership of this Committee shall be selected by the Board of Directors.

2.5.4. Responsibilities of the Committee Members

2.5.4.1. The President shall be the Chair of the Committee.

2.5.4.2. The Vice-Chair shall be selected by the membership of the Committee.

2.5.4.3. Each member of the Committee is responsible for upholding CSA Bylaws and Policies, especially all aspects of the relevant PDR policies.

2.5.4.4. Each member shall act as a member of the CSA, and not as a member of their own constituency.

2.5.4.5. Members are expected to remove themselves from Conflict of Interest, as defined in Bylaw 1. Other members may declare a conflict for another member of the Committee by a simple majority vote. Members that are determined to be in conflict of interest must abstain on all votes to which that conflict pertains.

2.5.4.6. The Chair shall have the following responsibilities:

- Facilitate meetings
- Ensure that proper minutes are taken for every meeting
- Book meeting locations
- Compile semesterly reports for the Board
- Manage all communications to and from the Committee.

2.5.4.7. The Vice-Chair shall have the following responsibilities:

- Assist the Chair in their duties
- Assume the responsibilities of the Chair in their absence.

2.5.5. Meetings

2.5.5.1. PDR Committee meetings shall be held no longer than three weeks apart as required to receive and to review PDR applications. These meetings are intended to occur on weeks opposite Board of Directors meetings.

2.5.5.2. The schedule of meetings shall be at the discretion of the Committee.

2.5.5.3. Quorum for meetings shall be set at a simple majority of members.

2.5.5.4. If the Committee fails to make quorum at any meeting, the members present may meet to compile recommendations for PDR grants to be approved by the Board of Directors.

2.5.5.5. During periods when the Board of Directors is not meeting and the Executive Committee is granted empowerment under Bylaw 1, the Executive Committee will have the full rights and responsibilities of the PDR Committee.

2.5.6. Reports

2.5.6.1. Reports shall be compiled by the Chair and the Vice-Chair of the Committee.

2.5.6.2. A report shall be submitted to the Board of Directors following each semester. These reports shall include:

- A list of all PDRs entertained by the Committee (whether the PDR was successful or not).
- The amount granted for each PDR request, and the line from which that grant was taken.

2.5.6.3. A report shall be submitted to the Finance Committee in February of each year, which will include any changes that the Committee wishes to see to the amount of money allocated to the specific PDR lines.

2.5.7. PDR Requirements

(PDR Application Process and Requirements split into two sections)

2.5.7.1. An applicant for PDR funds must be a fee-paying CSA member.

2.5.7.2. Each semester year, the CSA will budget funds to be made available by request to qualifying groups. (2.8.7.3)

2.5.7.3. Funds from the Petitions, Delegations and Representations line item, commonly known as the “Grants” line items under the Council Budget of the CSA Operating Budget, shall be intended for events where the CSA is not considered a co-sponsor. (2.8.7.1)

2.5.7.4. Co-sponsoring shall be defined as when funds are granted to a group for an event from somewhere other than the “Grant” line items, found in the CSA Council budget. (2.8.7.2)

2.5.7.5. Should the CSA choose to co-sponsor an event, it must do so before the PDR is presented to the Committee, and the Committee must be given full disclosure of the CSA’s involvement. (2.8.7.13)

2.5.7.6. ~~Written reports~~ A PDR Report Form, available on the CSA website, indicating the usage of monies granted, will be required by the Committee and may be necessary for future funding. (2.8.7.8)

2.5.7.7. Should a party requesting funding ~~consciously or unconsciously~~, omit information pertaining to CSA sponsorship of a group or event, or should the CSA choose to co-sponsor an event after the Committee has granted funding, the PDR must be re-submitted to the Committee where the original PDR request and the new information must be included. After the new information has been presented, the Committee may decide to continue with the original support granted, alter the amount of support granted or rescind the grant completely. (2.8.7.14)

2.5.7.8. ~~Given that qualifying groups meet the criteria outlined above, the Committee may also decide to grant funds from the “Cultural Events” line item, to groups that meet the following criteria:~~

- ~~• That the group presenting the PDR request is considered “on-campus”~~
- ~~• That the event or program that the PDR request is being presented for is a cultural event.~~
- ~~• That the event or program that the PDR request is being presented anticipates the attendance of more than 100 students~~
- ~~• That the event or program that the PDR request is being presented for is open to all students. (2.8.7.9)~~

2.5.7.9. ~~The PDR Committee may also decide to grant funds from the “Solidarity Work for Non-U of Groups” line item, to groups that are not on campus. (2.8.7.10)~~

2.5.8. PDR Application Process

(PDR Application Process and Requirements split into two sections)

- 2.5.8.1.** Qualifying groups shall be defined as groups that operate outside the CSA and have not had funds allocated to them under the CSA operating budget. (2.8.7.4)
- 2.5.8.2.** Qualifying groups must submit a completed **PDR Request Form, available on the CSA website,** to the Committee through the President. (2.8.7.5)
- 2.5.8.3.** All parties must also disclose as to whether their organization/group collects student fees. (2.8.7.6)
- 2.5.8.4.** ~~Individuals~~ **Groups** applying for funding will not be considered unless it can be clearly demonstrated the request directly benefits the University of Guelph and surrounding community. (2.8.7.7)
- 2.5.8.5.** In fairness to all organizations, no group will be awarded more than ~~\$1000.00~~ **\$500.00** in any fiscal year. (2.8.7.11)
- 2.5.8.6.** The PDR Committee will rank each funding application based on the following tiered priority system:
- Internal accredited CSA clubs (Ranking: 5 points)
 - Special status groups (Ranking: 3 points)
 - Non-CSA accredited student organizations (Ranking: 1 point)
- 2.5.8.7.** The PDR Committee will also consider the following:
- Number of students attending the event
 - Number of students impacted by the initiative
- 2.5.8.8.** Second time funding for the same event / initiative will not be provided, as the PDR Committee will consider innovation as part of the review process.
- 2.5.8.9.** The President will notify organizations within 72 hours of a PDR Committee decision.

2.5.9. Appeals Process

- 2.5.9.1.** Any party has the right to appeal any decisions made by the Committee on any of the following grounds:
- The Committee violated any CSA Bylaws or Policies.
 - A member of the PDR Committee who voted on the PDR in question has a conflict of interest, as outlined in Bylaw 1.
- 2.5.9.2.** Any party wishing to file an appeal must do so in writing to the President within seven (7) days of the original decision being communicated to the requestor. This written notice will clearly outline the reasons for the appeal.

- 2.5.9.3.** Any parties who have been named in the appeal will be given three (3) days to prepare a counter-statement. These statements will be given to the appealing party twenty-four (24) hours in advance.
- 2.5.9.4.** Appeals of the PDR Committee shall be heard by the CSA Board of Directors. Decisions made by the Board of Directors are final.
- 2.5.9.5.** The appealing party will be given fifteen (15) minutes to present both their original PDR submission and the appeal submission to the Board of Directors, verbally and in writing.
- 2.5.9.6.** Any parties who have been named in the appeal will be given ten (10) minutes to present a counter-statement to the Board of Directors, both verbally and in writing.
- 2.5.9.7.** The Chair will entertain any discussion or motions on an appeal pertaining to any of the following outcomes:
- A motion to deny the appeal and uphold the Committee's decision
 - A motion to grant the appeal and make any changes necessary to the PDR Committee in order to ensure a fair hearing
 - A motion to grant the appeal, and which point the Board of Directors may make its final ruling on the PDR in question.

2.5.10. Amendments

- 2.5.10.1.** The Committee shall review the PDR policy in accordance with the Policy & Bylaw Review Policy, unless determined necessary by the PDR Committee.

Motion

Board of Directors Meeting # 1
September 11, 2019



NOTICE

Item 1.11.4.

Amendment to Policy Appendix A, Section 13 re Executive Portfolios

MOTION: That the amended Appendix A, Internal CSA Policy, Section 13, re Executive Portfolios be approved as presented.

Moved:

Seconded:

13.0 Executive Officer Portfolio Duties

13.1. Executive Officer Portfolio Duties

13.2. General Duties

- 13.2.1. Each Executive member shall be responsible for an area or areas of concentration called portfolios.
- 13.2.2. Each Executive member shall be responsible for consultation with the general membership on all matters pertaining to each respective portfolio. This may include holding office hours, performing classroom talks, surveying, etc.
- 13.2.3. Each Executive member shall take direction from the CSA Board of Directors when given
- 13.3.4. Each Executive member shall participate in CSA Board meetings and act as a resource to the Board regarding bylaws, policies, services and initiatives *[from 13.3.3]*
- 13.2.5. Each Executive member is responsible for ensuring proper transition for the respective Executive-elect into their portfolio. *[formerly 13.2.2/4]*

13.3. President

- 13.3.1. The primary purpose of the President is to uphold the mandate of the Central Student Association:
 - a) To work with a team of Executive, directors and staff to make decisions with the collective interests of students in mind
 - b) To ensure that CSA operations and services are managed effectively and efficiently
 - c) To lead the Executive Committee
 - d) To support the coordination of human resources and the development of training and transition for staff, Executive, Board Members and volunteers, and to ensure that appropriate resources and support are available
- 13.3.2. To act as CSA representative in legal matters, and be knowledgeable of all legally binding contracts signed on behalf of the CSA
- 13.3.3. To advocate for increasing student engagement and representation on committees
- 13.3.4. **Public Relations**
 - a) To act as the primary spokesperson of the CSA
 - b) To maximize awareness of the CSA as an organization within the University of Guelph and the City of Guelph
 - To inform and educate the student body on all CSA initiatives, campaigns, programs, and events, in collaboration with the Vice President Student Experience and Promotional Services & Graphic Design

- To visit and speak in classrooms, attend appropriate student events, and provide liaison with student organizations
 - To provide support for other Primary Student Organizations (PSOs), Accredited Student Organizations (ASOs) and Special Status Groups (SSGs)
- c) To promote the CSA through advertising efforts by use of campus media in collaboration with the VP Student Experience
- d) To ensure that all aspects of the CSA are promoted to students, specifically focusing on job opportunities, services, and activities
- e) To act as the primary contact between the CSA Executive, Board of Directors, and the University Senior Administration on non-academic related matters
- To coordinate all “meet and greet” and appreciation events with the CSA membership, staff, volunteers and Executive
- f) To attend and speak at the annual Student Memorial Tree Dedication on behalf of the CSA and undergraduate students

13.3.5. Human Resources

- a) To review job descriptions and staff contract changes for accuracy and relevance and to ensure that staff evaluations occur as required
- b) To oversee approvals for overtime hours and to coordinate the use of in-lieu time as compensation for overtime worked
- c) To direct that training plans exist in all service areas, to promote participation in orientation programs, training days, and all-staff meetings and to support corporate priorities
- d) To develop Health & Safety policies, programs, training and protocols in collaboration with the Joint Health & Safety Committee
- e) To support the Policy & Transition Manager and the Office Manager & Executive Support with training and transitioning of directors, Executive, staff and volunteers
- f) To make the final decisions regarding the CSA Complaint Resolution Procedure or complaints regarding incidents of harassment, physical violence or threat, in collaboration with the HR Support Team member(s), as outlined in Appendix C – CSA Human Resources Policy

13.3.6. Finances

- a) To act as “Corporate President” and to be a primary signing authority of the CSA
- b) To be knowledgeable of all aspects of the budget, day to day finances and at all times, to take into consideration the long-term financial sustainability of the CSA as a not-for-profit organization

- c) To be responsible for the oversight and coordination of the budgeting process in collaboration with the Vice President Student Experience and the Business Manager
- d) To present financial reports to the Board of Directors and the CSA membership
- e) To act as the Executive liaison with the Business Office, especially on matters relating to the budget
- f) To ensure that the budgeting process is equitable, manageable and adheres to the goals and directives set out in the Bylaws and Policies
- g) To meet with the Business Manager on a monthly basis to review the statements of Revenues and Expenditures for each portfolio
- h) To seek new revenue generating opportunities consistent with the association's mandate
- i) To overrule a particular expenditure, only if that particular portfolio or the President believes that the expenditure is not in the best financial interest of the association
 - To document the reason for overruling an expense request and present it to the Executive Committee for discussion within 24 hours of an overruling.
- j) To engage in the planning of the annual University budget
- k) To manage Affordable Housing Initiative funding requests

[From 13.3.4 and 13.5.10]

13.3.7. Operations

- a) To be knowledgeable of the operations of all CSA services
- b) To be Executive Supervisor for all CSA permanent staff
- c) To uphold the CSA's general objectives, according to the Board of Directors
- d) To ensure that the Student Organization Accreditation is completed by the set date in summer, fall, and winter semesters, in order to maintain the CSA's position as a Primary Student Organization (PSO) at the University of Guelph
- e) To act as the Executive contact for all matters related to CSA ancillary student fees
- f) To coordinate the Annual General Meeting with the Policy & Transition Manager, in collaboration with the Executive Committee
- g) To be responsible for the oversight of CSA designated spaces
- h) To ensure the planning of the "Year at a Glance" calendar of events and responsibilities for the year, in collaboration with CSA staff
- k) To initiate new projects that address the needs of the students
- l) To contribute to the CSA's Strategic Plan review every five years

[From 13.3.5]

13.3.8 Committees

- a) Executive Committee (Chair)
- b) Finance Committee (Chair)
- c) Student Executive Council (member)
- d) Policy and Bylaw Review Committee (member)
- e) Student Leaders and Administration Meeting (member)
- f) Student Budget Committee (member)
- g) Petitions, Delegations and Representations (PDR) Committee (Chair)
- h) thecannon.ca Operating Committee (member)
- i) Committees with GSA:
 - CSA/GSA Transit Committee (Co-Chair)
 - Student Health and Dental Plan Committee (Co-Chair)

13.4. Vice President Student Experience

- 13.4.1.** The primary purpose of the Vice President Student Experience (VPSE) is to enhance the student experience on and off campus through events and activities.
- 13.4.2.** To follow the leadership and direction of the CSA President
- 13.4.3.** To be a primary signing authority of the CSA
- 13.4.4.** To be involved in event planning pertaining to University of Guelph undergraduate students
 - a) To acquire feedback, as well as recruit volunteers for events, promotions, initiatives, and special projects that pertain to undergraduate students
 - b) To create engaging and safe events and work in collaboration with other Primary Student Organizations (PSO), Accredited Student Organizations (ASO), Special Status Groups (SSG), etc.
 - c) To coordinate and plan Orientation Week events.
- 13.4.5.** To advocate for increasing student engagement and representation on committees
- 13.4.6.** To seek alternative ways of publicizing CSA events to students
- 13.4.7.** To manage the social media and online promotion of CSA events in collaboration with the CSA Graphic Designer and Social Media Assistant
- 13.4.8.** To provide campaigns and events that promote the health and well-being of students in collaboration with the Vice President Academic
- 13.4.9.** To supervise CSA Clubs and SafeWalk staff
- 13.4.10.** To supervise the Student Events and Risk Management (SERM) Coordinator in collaboration with the Coordinator of Student Leadership, in the Student Experience Department
- 13.4.11.** To serve as a staff resource on the Student Events and Risk Management Committee, to assist the SERM Coordinator
- 13.4.12.** To coordinate the CSA Free Menstrual Product program and referendum fee, in collaboration with the CSA Business Office

13.4.13. Collaboration

- a) To act as a support person for special status groups, under-represented groups, and Office of Diversity and Human Rights
- b) To advocate for under-represented and marginalized undergraduate students of the University of Guelph, in collaboration with the VP External
- c) To provide information regarding campaigns and committees that affects undergraduate students' mental health, well-being, and safety, in collaboration with the VP External
- d) To be knowledgeable of the various avenues and University resources that are available to students in need of advice, assistance, or support in non-academic areas
- e) To ensure effective and engaging marketing of events, in collaboration with the CSA Programmer and Promotional Services & Graphic Design.

13.4.14. Club Space

- a) To be responsible for the arrangement and allocation of club space, in collaboration with the CSA President
- b) To assist the clubs administrative and programming coordinators to assign bookable club space and lockers to accredited clubs, as required
- c) To assist the clubs administrative and programming coordinators to organize equipment rentals through the Garage and to determine which clubs will be storing rentals within the Garage, as required
- d) To manage the CSA Clubs Hallway poster boards, in collaboration with the Clubs office.

13.4.15. Student Space Initiatives

- a) To investigate and report CSA-specific space and building initiatives
- b) To work towards University-wide student space initiatives in collaboration with the Executive Committee
- c) To be knowledgeable of and advocate for campus accessibility, in collaboration with the Vice President Academic.

13.4.16. Committees

- a) Executive Committee (Secretary)
- b) University Centre Board (member)
- c) Student Leaders and Administration Meeting (member)
- d) Athletics Advisory Committee (member)
- e) CSA Finance Committee (member)
- f) Orientation Week Advisory Committee (member)
- g) Student Life Advisory Committee (member)
- h) Sexual Violence Committee and sub-committees (member)

- i) Student Wellness Advisory Group (member)
- j) 1 in 5 Planning Committee (member)
- k) OUTline Advisory Committee (member)
- l) thecannon.ca Operating Committee (member)
- m) Innovation Fund Committee (member)
- n) Student Events and Risk Management Committee (Co-Chair).

13.5. Vice President Academic

- 13.5.1. The primary purpose of the Vice President Academic (VPA) is to defend the academic rights and interests of University of Guelph undergraduate students.
- 13.5.2. To follow the leadership and direction of the CSA President
- 13.5.3. To represent undergraduate students with all matters pertaining to accessibility and academic programming
- 13.5.4. To coordinate the annual Teaching Excellence Award
- 13.5.5. To coordinate the annual Student Memorial Tree Dedication in collaboration with the Graduate Student Association and the Health and Dental Plan Committee
- 13.5.6. To coordinate Art in the Bullring in collaboration with the Fine Arts Network and Bullring Manager
- 13.5.7. To provide campaigns and events that promote the health and well-being of students, in collaboration with the Vice President Student Experience
- 13.5.8. To be knowledgeable of the various avenues and University resources that are available to students in need of advice, assistance, or support in non-academic areas
- 13.5.9. To supervise the Student Help and Advocacy Centre staff.
- 13.5.10. **Financial Support**
 - a) To be knowledgeable of various areas of financial support including bursaries, grants, loans, scholarships, work study, Undergraduate Research Assistantships (URA) and Undergraduate Student Research Awards (USRA)
 - b) To promote the financial aid available to students
 - c) To communicate information to students on tuition fees and Board of Governors budget / decisions regarding tuition, in collaboration with the Vice President External. [see 13.6.10b]
- 13.5.11. **Academics**
 - a) To collaborate with and act as a resource to other student leaders and student organizations
 - b) To communicate with students regarding various academic initiatives that are occurring on campus
 - c) To be knowledgeable of the Undergraduate Degree Regulations and Procedures

- d) To represent undergraduate students on all academic and accessibility related committees
- e) To actively engage with students on academic issues that are currently relevant to the undergraduate student body
- f) To create and present a well-researched lobby document to University of Guelph administration to address the importance of having an accessible post-secondary education system, and other academic-related initiatives that have been identified as a priority for the current term as part of the Student Budget Committee.

13.5.12. Advocacy

- a) To advocate on behalf of undergraduate students for an accessible, high quality post-secondary education, in collaboration with the Vice President External [see VPE 13.6.10a]
- b) To advocate on behalf of undergraduate students who self-identify as having a disability
- c) To work with student leaders and organizations to increase access to support services for academic advocacy
- d) To advocate for increasing student engagement and representation on committees

13.5.13. Tenancy Rights

- a) To be knowledgeable in specifics of the Residential Tenancies Act and related City of Guelph bylaws in order to provide tenancy advocacy to students
- b) To refer students to the appropriate community organization when advocacy requires a legal opinion
- c) To act as a resource for SHAC on issues related to the Residential Tenancies Act
- d) To be knowledgeable of and to work with Interhall Council to address University residence issues and concerns.

13.5.14. Senate

- a) To act as an ex-officio member of Senate
- b) To represent undergraduate students on Student Senate Caucus, Board of Undergraduate Studies and other Senate committees, as per the Bylaws of Senate.

13.5.15. Committees

- a) Executive Committee (member)
- b) Student Leaders and Administration Meeting (member)
- c) Academic Policy and Procedures Committee (member)
- d) Campus Accessibility Committee (member)

- e) Compulsory Fees Committee (member)
- f) Calendar Review Committee (member)
- g) Committee of Undergraduate Academic Advising (member)
- h) Judicial Committee (member)
- i) Student Budget Caucus (member)
- j) Student Rights and Responsibilities (member)
- k) Special service fee committees (member)
- l) Accessibility and/or Academic Working Groups and Task Forces, wherever possible

13.6. Vice President External

- 13.6.1. The primary purpose of the Vice President External (VPE) is to represent and defend the rights and interests of the University of Guelph undergraduate students within municipal, provincial and federal levels of government
- 13.6.2. To follow the leadership and direction of the CSA President
- 13.6.3. To supervise the CSA Bike Centre and the Guelph Student FoodBank staff
- 13.6.4. To coordinate with the CSA President for responses to hate activity on campus
- 13.6.5. To advocate for increasing student engagement and representation on committees
- 13.6.6. **Campaigns**
 - a) To coordinate campaigns and events centered around municipal, provincial, and federal issues affecting students and our community
 - To inform, educate, mobilize and involve as many students as possible in these campaigns
 - To initiate awareness, lobbying and action campaigns around student issues, especially legislation and policy affecting students and the post-secondary education sector
 - b) To research and coordinate campaigns which may include anti-poverty, anti-corporate, anti-privatization, anti-war, pro-labour, pro-democracy, post-secondary funding and support, international students, mature students and students with dependents, poverty, health care, employment, labour, human rights, immigration, criminal law, and economic policy, public funding or social programs.
- 13.6.7. **Federal, Provincial and Municipal Governance**
 - a) To act as a liaison to the City of Guelph, the Ontario government and the Canadian government

- To monitor initiatives, programs, policies and legislation that impact students and inform undergraduate students about the effect upon students
- b) To be knowledgeable of City bylaws, programs, and initiatives that impact students:
 - To represent the CSA at municipal events, activities and initiatives where appropriate
 - To communicate student issues with community members
- c) To establish and maintain working relationships with the MPP and MP for Guelph
- d) To disseminate municipal, provincial or federal election information to students
- e) To encourage public all-candidate forums to be accessible to undergraduate students and to collaborate with civic engagement groups
- f) To record information about student issues mentioned in party platforms and to follow-up with elected candidates
- g) To remain non-partisan during the campaigning period and voting days, both in person and online.

13.6.8. Social and Environmental Justice and Coalition Work

- a) To build campaign coalitions with campus groups, clubs and organizations committed to social / environmental justice, which may include:
 - Office of Diversity & Human Rights (DHR)
 - Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED)
 - Ontario Public Interest Research Group Guelph (OPIRG)
 - Aboriginal Student Association (ASA)
 - Guelph Black Students Association (GBSA)
 - Guelph Queer Equality (GQE)
 - International Student Organization (ISO)
 - CFRU FM
 - The Peak
- b) To address issues of sustainability on and off campus, in collaboration with campus and community partners
- c) To collaborate with other civic engagement groups wherever possible, which may include Guelph Wellington Coalition for Social Justice, Wellington Water Watchers, Council of Canadians.

13.6.9. Labour Unions

- a) To collaborate and build coalitions with labour unions, on and off campus, that are committed to worker rights, which may include:
[Combined a and b]
- Ontario Federation of Labour
 - Canadian Union of Public Employees (Locals 1334 and 3913)
 - Ontario Public Service Employees Union
 - United Steel Workers
 - Guelph District Labour Council
 - Future labour unions on campus.

13.6.10. Advocacy / Lobbying

- a) To advocate on behalf of undergraduate students for an accessible, high quality post-secondary education in collaboration with the Vice President Academic *[see VPE 13.5.12a]*
- b) To communicate information to students on tuition fees and Board of Governors budget / decisions regarding tuition, in collaboration with the Vice President Academic *[see 13.5.10c]*
- c) To disseminate information and research with other areas regarding post-secondary education matters *[from 13.6.8]*
- d) To establish and maintain positive working relationships with student lobby groups

13.6.11. Bus Pass Distribution

- a) To coordinate the CSA Bus Pass Distribution, in collaboration with the Office Manager & Executive Support, in consultation with CSA core staff

13.6.12. Committees

- a) Executive Committee (member)
- b) Code of Suppliers Conduct Advisory Committee (member)
- c) Hate Activity Sub-Committee (member)
- d) Human Rights Advisory Group (member)
- e) Town & Gown Committee (member)
- f) Guelph Transit Advisory Committee (member)
- g) CSA/GSA Transit Committee (member)
- h) Student Leaders and Administration Meeting (member)
- i) Guelph District Labour Council (member)

Motion

Board of Directors Meeting # 1
September 11, 2019



Item 1.11.5. SafeWalk Referendum Question

WHEREAS the CSA Board of Directors is required to review a referendum request in the absence of a Board-approved Standing Referendum Committee;

WHEREAS a referendum question initiated by the Executive Committee does not require CSA member signatures to be collected, but does require approval by the Board of Directors;

MOTION: To approve the following SafeWalk referendum question for placement on the ballot during the Fall 2019 CSA by-election:

Preamble:

Every semester, full and part time undergraduate students pay \$0.33 per semester (increased annually by the consumer price index) to support the campus SafeWalk program.

SafeWalk provides those at the University of Guelph accompaniment while traveling on campus every day during the Fall and Winter semesters between 7:30 p.m. and 2:30 a.m. SafeWalk also holds events throughout the semester to give back to the Guelph community, and seeks to further develop the University of Guelph as a safe space for all.

Throughout the past year, SafeWalk has been aiming to increase its accessibility by purchasing an electric vehicle to transport students across campus in addition to its regular services. This would increase the efficiency of the SafeWalk service, as well as open the service to individuals who could benefit from the use of a vehicle on campus.

Do you support an increase to the SafeWalk fee of \$0.42, for a total of \$0.75, per Fall and Winter semester for full time and part time undergraduate students, increased annually by the consumer price index for Ontario?

Moved:

Seconded:



Fall 2019 By-Election – Promotional Strategy

Using a well-established theme from previous elections, “Be an Ambassador of Something Bigger” will be used during the Fall By-Election period as we engage the student body with the CSA and encourage participation in the electoral process.

Using original art created by a student, we are looking to increase the effectiveness of our promotion through videos on the UC screens, working with the College associations as well as through traditional posters and banners.

Overall Plans:

- Obtain candidates for the vacant CSA Board positions in six of seven Colleges
- Increase visibility of the CSA election process and voting dates
- Increase awareness of CSA activities and importance

Execution:

- Pre-Nomination Period:
 - Promo concentrated on nomination period that will increase towards the nomination start date.
 - Tabling in the UC
 - Social Media
 - Class announcements by Executive and Board members
 - Contact the six participating College associations to include elections information on their websites and in their newsletters
- During Nomination Period (Sept. 10-18):
 - Tabling will be key to promote the by-election
 - Handing out nomination forms for interested students
 - Social media
 - Banners, posters and videos in the UC
- During Campaign Period (Sept. 19-27) and Voting Period (Sept. 24-27):
 - Voting Banners
 - Social media
 - Tabling during entire voting period
 - Use laptop to allow students to vote in the UC

Deliverables:

- Bookmarks
- Banners, posters, videos
- Increased Social Media on dedicated elections page

- Dena Van de Coevering, CSA President



CSA
ELECTIONS

**Candidates' Package:
Board of Directors
Positions**

Fall 2019 By-Election

TABLE OF CONTENTS

TO ALL CANDIDATES OF THE CSA BY-ELECTION	3
CONTACT INFORMATION	4
IMPORTANT DATES	5
CSA BOARD OF DIRECTORS MEETING SCHEDULE	6
IMPORTANT POINTS TO REMEMBER	7
RESPONSIBILITIES OF A CSA DIRECTOR	8
POSTERING	9
ELECTIONS GUIDELINES FOR E-MAIL LISTSERVS	11
SOCIAL MEDIA GUIDELINES	12
CAMPAIGNING	14
CAMPAIGN INFRACTIONS	17

TO ALL CANDIDATES OF 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 (found on the following page) are not suitable, we will arrange an alternate time. It is also worth mentioning that 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 wall posts that are related to CSA Elections as official communications

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 outcome.

Sincerely,

Momith Hossain

Chief Returning Officer (CRO)
Central Student Association
csacro@uoguelph.ca

Robert Proner

Assistant Returning Officer (ARO)
Central Student Association
csaaro@uoguelph.ca

CONTACT INFORMATION

CSA Election Office
Central Student Association
UC, Level 2: Room 267

* * *

Momith Hossain
Chief Returning Officer, CRO
Email: csacro@uoguelph.ca

Office Hours:
Tuesday: 1:00 - 3:45 pm
Thursday: 1:00 - 3:45 pm

* * *

Robert Proner
Assistant Returning Officer, ARO
Email: csaaro@uoguelph.ca

Office Hours:
Monday: 4:00 - 6:00 pm
Tuesday: 4:00 - 6:00 pm
Wednesday: 4:00 - 6:00 pm
Thursday: 4:00 - 6:00 pm
Friday: 4:00 - 6:00 pm

* * *

Dena Van de Coevering
CSA President
UC, Level 2: CSA Front Office
Email: csapresident@uoguelph.ca

Office Hours:
By Appointment

IMPORTANT DATES

September 9-18, 2019

***Poster Approval and
Material/Campaign Prep in the CSA Boardroom***

***During CRO/ARO Office Hours
and
CSA Election Poster Run***

Must submit posters by Friday, September 13, 2019

Thursday, September 19, 2019

By-Election Campaign begins

Tuesday, September 24, 2019

Voting begins

Friday, September 27, 2019

***By-Election Campaign ends
Voting ends (poll closes at 11:59 pm)***

Monday, September 30, 2019 (noon)

Announcement of Unofficial Results to Candidates and Public

Tuesday, October 1, 2019

***Final Budget Form (Form E0-03) and Unspent Money with Receipts deadline
Paper copy MUST be submitted to the CSA Front Office by 4:00 pm***

***Wednesday, October 2, 2019 (6 pm) OR
Thursday, October 3, 2019 (1 pm)***

**** Board Training for Newly Elected Directors (mandatory) ****

CSA BOARD OF DIRECTORS MEETING SCHEDULE 2019-2020

Fall 2019

1.	September 11, 2019	6:00 pm	UC 442
2.	September 25, 2019	6:00 pm	UC 442
3.	October 9, 2019	6:00 pm	UC 442
4.	October 23, 2019	6:00 pm	UC 442
5.	November 6, 2019	6:00 pm	UC 442
6.	November 27, 2019	6:00 pm	UC 442

Winter 2020

7.	January 15, 2020	6:00 pm	UC 442
8.	January 29, 2020	6:00 pm	UC 442
9.	February 5, 2020	6:00 pm	UC 442
10.	February 26, 2020	6:00 pm	UC 442
11.	March 11, 2020	6:00 pm	UC 442
12.	March 25, 2020	6:00 pm	UC 442
13.	April 1, 2020	6:00 pm	UC 442

Annual General Meeting

Wednesday, February 12, 2020 5:00 pm Peter Clark Hall
Snow Date: Wednesday, March 4, 2020

Town Hall (tentative)

Wednesday, November 20, 2019

Board Training

Saturday, September 7, 2019 10:00 am to 3:00 pm UC 441
(A later training session will be provided for directors elected in the by-election.)

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 recent 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 wall 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 setup an appointment with the CRO.

Candidates are required to check their email at least once every 12 hours, both during and outside the Campaign period.

The campaign expense limits are \$75 (At-Large), \$200 (Executive), and \$300 (Referendum Teams).

Candidates must submit a statement of total expenses on the applicable final budget form (EO-03) to the CSA Front Office by **Tuesday, October 1, 2019 at 4:00 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 campaign at times that are appropriate, and respect students' space.

Academic Consideration: The CSA Elections will be intense and time-consuming for all the candidates. If a candidate is having academic troubles because of the stress from the campaign period, you may request a letter for academic consideration, to be written by the Vice President Academic. **However, this letter is a reference only to your involvement in the CSA Election. 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.**

RESPONSIBILITIES OF A CSA DIRECTOR

As a CSA director, you are an “Ambassador of Something Bigger”, and so this position entails some major responsibilities that as candidates you must be aware.

Some of these responsibilities include:

- To defend and protect the rights and interests of students and the CSA
- To be responsible to the undergraduate students of the University of Guelph for the conduct, activities and actions of the CSA
- To work to protect and further the rights and interests of undergraduate students
- To search the feelings and opinions of their electorate regarding any policies or actions of the CSA and report to the Board of Directors or Executive
- To attend at minimum 70% of the total number of Board Meetings scheduled throughout the duration of their term; as well as all Board retreats, Board training sessions, Annual General Meetings (AGM) and General Members’ Meetings
- To participate in at least two committees of the CSA, and attend at minimum 70% of all the meetings held by each committee
- To participate in Board Meetings in an active, informed and respectful manner
- To be prepared to speak to classes during times of significant importance to the CSA
- To always be as objective, fair and impartial as possible when discussing issues and making decisions
- To actively promote student involvement in CSA services, advocacy, events and campaigns

It is your responsibility as a candidate to know all the duties and responsibilities that accompany the role of Director. Other responsibilities are found in the CSA bylaws and policy manual; it is highly advisable to review them to find if this position is suitable for you.

POSTERING

Postering Locations:

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 must include:

- Name of the candidate (as it is to appear on the ballot)
- Full name of the position the candidate is running for
- The CSA Logo displayed at a legible size
- 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). **ONLY** posters require the CRO approval stamp

Printed Posters and Banners must not include:

- Copyright Material
 - Note: most random images/logos found on Google are copyrighted.
- Logos or endorsements by on campus groups/organizations without express written permission from the organization in question. (Written permission must be provided to the CRO)
- The University of Guelph cornerstone/logo
- No potentially offensive material (including text and images). The strict definition of "offensive" is at the discretion of the CSA Chief Returning Officer.

Candidates may not poster off campus

No stickers

ELECTIONS GUIDELINES FOR E-MAIL LISTSERVS

- For all matters pertaining to elections, ***Organizational Email Lists*** shall be defined as any list of emails containing more than five (5) recipients sent by a candidate or by an individual or organization on a candidate's behalf. For the purposes of all matters pertaining to elections, ***campaign emails*** shall be defined as any email which contains text promoting a position with respect to a candidate in the election, sent by a candidate or by an individual or organization on a candidate's behalf.
- All Organizational Email List emails are to be accounted for in a candidate's or referendum budget. They will be assessed at a rate of **\$0.04** per recipient.
- It is the responsibility of the candidate to determine, with as much accuracy as possible, the approximate population of an Organizational Email List and to make this information available to the CRO prior to the email being sent-out.
- It is the responsibility of the group in question to determine if and in what manner they will permit candidates (or endorse candidates) and allow them to send campaign messages over their listserv.
 - 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 week only. This means candidates/teams **cannot** publicize a Facebook group **before** the campaign week.
 - Only **one** Facebook group/page is allowed per candidate/team.
 - Candidates must add 'CSA CRO' to your group/page prior to publicizing it
- **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.
- The CRO **must** be added to all Facebook pages and groups **with administrator privileges**. Failure to do so will result in a penalty.

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 team members must be submitted to the Elections Office by **Wednesday, September 18, 2019 at 4:00 pm**. In the case that there are subsequent additions to the campaign team, the Elections Office must be notified within 24 hours of the change.

A Facebook group can be created to communicate with your volunteers; however, this must be a closed and private group, and you must add the 'CSA CRO' to it as an admin.

Classroom Talks

Classroom talks are a great way to reach a lot of people in a small amount of time. Classroom Talks will be allowed during this election. Here are some questions you should ask yourself prior to embarking on a classroom talk:

1. Do I have the instructor's permission?
2. What am I going to say?

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

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 Friday, September 27, 2019 at 4:00 pm:** Disqualification
3. **Total campaign expenses exceed spending limit:**
 - **By less than 20%:** Fine equal to excess spending
 - **Greater than 20%:** Fine equal to excess spending and disqualification
4. **Use of stickers as campaigning material:**
 - **Fine:** Cost of cleanup necessary
 - **If this cost exceeds \$50:** Disqualification
5. **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

- 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
- 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