

MINUTES

Policy and Bylaw Review Committee

PBRC Meeting # 2

October 4, 2018 – 10:00 am – CSA Boardroom



Members Present: Earl Evans (PTM, Chair), Horeen Hasson, Nick Kowaleski, Alan Negrin
Executive Present: Aidan Paskinov, Natalie Clarke (arrived 10:10 am), Kayla Weiler

2.0. Call to Order: 10:05 am

2.1. Ratifications and De-Ratifications

Motion: That Nick Kowaleski, VP Aidan Paskinov and VP Kayla Weiler be ratified as members of the PBRC, effective immediately, as this is the second meeting attended.

Moved: Alan Seconded: Horeen **Consensus**

Motion: That VP Natalie Clarke be ratified as a member of the PBRC, effective immediately, as this is the second meeting attended.

Moved: Nick Seconded: Horeen **Consensus**

2.2. Comments from the Chair

2.2.1. Introductions and Pronouns

2.3. Approval of Past PBRC Minutes

2.3.1. Meeting # 1 – September 20, 2018

Received by Board on September 26, 2018. PBRC noted a few minor edits.

Motion: To approve the minutes from PBRC Meeting # 1 on September 20, 2018.

Moved: Nick Seconded: Horeen **Consensus**

2.4. Business

Motion: To add the following item to the agenda of this meeting:

2.5.3. CSA Rules of Order: Efficiency of Board Meetings.

Moved: Nick Seconded: Horeen **Consensus**

2.4.1. Membership

Earl: Received an email from CSA member Alana Keenan, interested in becoming a member of PBRC. Unable to attend today. Will invite to next meeting.

2.4.2. Meeting Schedule

Meetings will take place every second Thursday at 10 am. Try to avoid mornings after Board meetings. **Consensus**

2.4.3. Vice Chair Selection

Motion: To appoint Kayla Weiler, VP External, as PBRC Vice Chair for the 2018-2019 term.

Moved: Nick Seconded: Aidan **Consensus**

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2.5. New Business

2.5.1. Executive Evaluation Committee – Proposed Timeline

Earl: At the last meeting, Committee agreed to propose a guideline to the Board outlining the dates of reports required by the Executive Evaluation Committee. PBRC also agreed to revise the EEC terms of reference (Appendix A, Internal CSA Policy, Section 2.5.1.2.) to reduce the required four reports per term to three. [A table was presented showing the dates specified in the Policy, last year's dates (Board motion - July 12, 2017), and proposed dates for 2018-2019.]

Aidan: The Executive is okay with the reduction to three reports and the later start.

Alan: Better to complete the process at the end of February rather than the end of March in order to prepare for transition.

Nick: Suggest starting the second round on the first Monday after Thanksgiving and starting the third round on the Monday after the first day of winter classes, with feedback for each due one week later.

Committee finalized the proposed timeline:

- Start first round on the first Monday after the August Civic Holiday.
- Start second and third rounds as suggested above.
- Feedback due one week after start of each round.
- EEC meet to evaluate reports two weeks after start of each round.
- EEC submit evaluation to Executive two weeks after EEC meeting.
- EEC reports: next Board meeting after the evaluations are submitted to Executive.

Motion: To recommend to the Board that the EEC Timeline for Executive Evaluation consist of three rounds, with the first round starting on the first Monday after the August Civic Holiday, the second round starting on the first Monday after Thanksgiving, and the third round starting on the Monday after winter semester classes begin.

Moved: Nick

Seconded: Aidan

Consensus

2.5.2. Roll Call Vote

Bylaw 1, Section 12. 4 now reads "...all votes taken on an amendment to CSA Bylaws and/or Policies must be recorded by a roll call vote".

Motion: That the PBRC recommend to the Board that the words "and/or Policies" be deleted from Bylaw 1, Section 12.4.

Moved: Nick

Seconded: Aidan

Consensus

2.5.3. CSA Rules of Order: Efficiency of Board Meetings.

Nick: outdated sections should be replaced, eg. (3.1) all submissions... shall be in writing and placed in members' boxes three days previous to that week's meeting..."

Also (3.2) "There shall be no reading of reports, policies, etc. that are in the Board packages." It takes a long time to read the motions, especially with long whereas clauses.

Natalie: We cannot take this out for accessibility purposes.

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Kayla: first meeting of 2017 year went so quickly as motions were not read.

Advantage is it gives Members time to consider the matter further, before the vote.

Nick: we have had many pages of whereas clauses in previous years.

Horeen: agree that something is needed to make the meetings go faster.

Kayla: suggest vote at beginning of meeting to waive the reading aloud of all preambles and motions.

Motion: That the PBRC recommend to the Board that the CSA Rules of Order, clause 3.2 be amended to add wording that all preambles, whereas clauses and motions are to be read aloud before the vote;

BIFR the Board may vote to skip the reading of preamble statements with a two-thirds vote on a per item basis.

Moved: Nick Seconded: Kayla

Nick: don't want any abuse by delaying a meeting through the accessibility rules.

Kayla Point of Information: what would a two-thirds vote be?

Response: eg 24 members present, 16 votes required.

Kayla: unanimous is better as any member may want to understand the matter completely

Amendment: that the required vote be unanimous rather than a two-thirds vote.

Moved: Kayla Seconded: Horeen **Consensus**

Motion as amended: Consensus

Nick: Section 3.8 "Oral reports are not permitted."

Kayla: reports not written are not accessible.

Hr in camera reports could be submitted in written form.

Earl: Executive updates are written and presented.

Motion: That the PBRC recommend to the Board that the CSA Rules of Order, clause 3.8 be amended to add wording to the provision that oral reports are not permitted "with the exception of Director reports".

Moved: Nick Seconded: Kayla **Consensus**

2.6. Other PBRC Business

2.6.1. Update – Sexual Violence Working Group

No new details at this time.

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2.6.2. Speakers List – Board of Directors Meetings – Gender Parity

Alan spoke with GQE Coordinators. They agreed the gender parity should be kept to ensure everyone has a chance to speak regardless of gender.

Counter view of not giving priority to one gender over another.

Main points from discussion:

Best way to ensure everyone has a chance to speak is to prioritize first time speakers.

Looking for a way to phrase the CSA Rules of Order so that it is not only the minority on the Board that gains the priority.

Suggestion that someone has the option of asking to be recognized for gender priority on speakers list.

Committee saw problem with someone having to ask for this recognition.

Committee favoured “gender oppressed” as this term recognizes those who would benefit from gender parity.

Suggest preamble be added to CSA Rules of Order noting why CSA has a gender parity stipulation

Add “gender oppressed” term to preamble – to reflect spirit of how gender parity works

May be a problem for Chair to administer but will achieve the goal of gender parity.

Other suggestions:

- to colour code name placards to include pronouns so Chair doesn't have to assume – difficult as gender fluidity, genders may switch
- to wear pronoun buttons at Board meetings – visibility problems
- to add red marker on placards – more visible

View that it is inefficient to require Chair to maintain gender parity at Board meetings.

Alternative if Chair notices members of marginalized group are not given the chance to speak, Chair can give them priority in the speaking order.

Two views: a) leave the speakers list to the Board Chair; appreciate how it is being handled now, eg spreadsheet. b) feel gender parity should be included in Rules of Order

Motion: To return to the priority-based speakers list, as outlined in the CSA Rules of Order, Clause 2.1., based on gender-oppressed people and to add a preamble defining the spirit of gender parity.

Moved: Aldan

Seconded: Kayla

Amendment: BIFRT the VP Student Experience and VP External write the preamble with the assistance of other PBRC members, if interested.

BIFRT the draft preamble be provided at the next PBRC meeting.

Moved: Kayla

Seconded: Aidan

Consensus

Nick: Is it possible to place gender-oppressed people in between two male speakers?

Alan: keep wording but define gender parity in preamble

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Horeen: why was the gender parity clause suspended?

Kayla: to practice gender parity, one has to assume gender

Now gender-oppressed people, by declaring pronouns, have a method to inform the Chair that a person is gender-oppressed.

Nick: what is to stop someone from abusing this policy?

By not being truthful to the Chair about one's pronouns, one could gain priority on speakers list.

Horeen: we should honour the system and assume that no one will lie, assume the best.

Kayla: it is beneficial to hear from gender-oppressed people in situations like when the sexual violence policy goes to Board. But it is tough to follow three speakers who speak in favour on a matter – may intimidate someone from speaking against.

Nick: Can we add gender priority consideration for every item, using it for only certain items, considering in advance whether it applies?

Amendment: to add the wording in a preamble that includes only a definition of gender parity.

Moved: Nick

Seconded: Aidan

Consensus

Motion as amended:

To return to the priority-based speakers list, as outlined in the CSA Rules of Order, Clause 2.1.,

BIRT a preamble be added that includes only a definition of gender parity;

BIFRT the VP Student Experience and VP External write the preamble with the assistance of other PBRC members, if interested;

BIFRT the draft preamble be provided at the next PBRC meeting.

Consensus (Nick: abstention)

2.7. **Items to be Confirmed at AGM**

Ongoing list for reference

2.8. **Adjournment:** 11:40 am

The next PBRC meeting will be held on **Thursday, October 18, 2018** at 10:00 am.