

# MINUTES

## Policy and Bylaw Review Committee

PBRC Meeting # 4

Thursday, January 23, 2020 – 12:30 pm

UC 225



**Members Present:** Earl Evans (PTM / Chair), Anna Canella, Horeen Hassan (VP External), Alan Negrin, Aoife Pucchio, Blake Smith, Dena Van de Coevering (President)

**Regrets:** Lindsey Fletcher (VP Academic), Ariel Oleynikov (Vice Chair), Matteo Raso,

### 4.0. Call to Order

Chair Earl Evans called the meeting to order at 12:33 pm. Quorum was achieved with four ratified members in attendance. This Committee makes its decisions by consensus, rather than voting. All Committee decisions are recommended to the Board through the minutes.

### 4.1. Committee Membership

It was noted that the three Executive members were named to this Committee through an Executive Committee decision and have not been ratified by the Board. See item 4.6.

### 4.2. Comments from the Chair (PTM)

#### 4.2.1. Introductions and Pronouns

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

### 4.3. Approval of Past PBRC Minutes

#### 4.3.1. Meeting # 3 – November 21, 2019

The minutes of PBRC Meeting # 3 (November 21, 2019) were approved.

### 4.4. Policy and Bylaw Review Committee

#### 4.4.1. PBRC Terms of Reference – Policy Appendix A, Section 2.6

The PBRC Terms of Reference, as outlined in Policy A, were provided for information.

### 4.5. Business

#### 4.5.1. Bylaw 1: Organizational – List of Board Reps (Action Item)

The Committee reviewed the composition of the CSA Board of Directors as listed in Bylaw 1, Section 3.0 Board of Directors. The current bylaw shows At Large reps, Member Colleges Government reps and Student Organization reps.

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The Committee addressed inconsistencies in the listings (3.1.2), replacement clauses (3.1.3-4-5) and updated names, eg Gordon S. Lang School of Business and Economics. President Dena noted that CAPCOM is examining Board membership so future changes may follow.

In addition to the replacement clauses, the Committee updated the Student Organization Representatives (Appointed) list (3.1.2) so that each organization representative is shown as: “One Student Representative appointed by... [the organization]”. The Committee deleted the list of Student Organization reps. from clause 3.1.5 since it was a duplication of the list in clause 3.1.2 and no list of representatives was needed with the At Large reps clause 3.1.3 or with the Member College reps clause 3.1.4.

The changes will be recommended to the Board as an amendment to Bylaw 1.

#### **4.5.2. Bylaw 1: Bylaw 1, Section 10.0: Conflict of Interest**

Good discussion took place on the proposed bylaw compared with the current bylaw. The amended bylaw will be recommended to the Board.

#### **4.5.3. Policy Appendix A, Section 4.0: Confidentiality**

Committee compared and discussed the proposed bylaw with the current bylaw. The amended policy will be recommended to the Board.

#### **4.6. Other PBRC Business**

By Committee motion, the Committee ratified Dena Van de Coevering, Lindsey Fletcher and Horeen Hassan as Executive members of the PBRC.

#### **4.7. Amendments to be Confirmed at 2020 AGM (for Information to PBRC)**

For information, the following bylaw amendments have been approved by the Board since the 2019 AGM and will be presented for confirmation at the 2020 AGM:

- Bylaw 1, Sect. 4.1.2. (March 27, 2019) re Summer Schedule Board Meetings
- Bylaw 1, Sect 3.1.9. (April 3, 2019) re Minimum Number Directors
- Bylaw 2, Sect. 2.2.5. (April 3, 2019) re Director Appointment Process
- Bylaw 1, Sect. 8.0. (September 25, 2019) re Standing Committees
- Bylaw 2, Sect. 3.2. (September 25, 2019) re Referendum Quorum

#### **4.8. Adjournment**

This meeting adjourned at 1:47 pm. The next meeting will be at the Call of the Chair.

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**Approved by the Board of Directors**

January 29, 2020

**Pete Wobschall**, Policy & Transition Manager, PBRC Chair

Signature

A handwritten signature in blue ink, appearing to read "Pete Wobschall", is written over a light blue horizontal line.

Date

October 19, 2020