MINUTES
Board of Directors Meeting # 9
January 13, 2021 – 6:00 pm
Microsoft Teams

Attendance for January 13, 2021, Board of Directors Meeting #9:

Board of Directors			
At-Large (Elected) Representatives		**Present / Regrets**	**Arrived / Departed**
Areej Amer	College of Arts Student Union		
Bella Harris	College of Arts Student Union	Present	
Katy Oada	College of Biological Science Student Council		
Maya Persram	College of Biological Science Student Council	Present	
Laura Wilson	College of Social and Applied Human Sciences Student Alliance	Present	
Jessica Krawitz	College of Social and Applied Human Sciences Student Alliance	Present	
Haley Bilokraly	Gordon S. Lang School of Business and Economics	Present	
Jas Rubab Singh	Gordon S. Lang School of Business and Economics	Present	
VACANT	Ontario Veterinary College Central Veterinary Student Association		
Member College Government Representatives (Appointed)		**Present / Regrets**	**Arrived / Departed**
Manseerat Uppal	College of Arts Student Union		
Kristine Sondergaard	College of Biological Science Student Council		
Olivia Parker	College of Engineering and Physical Sciences Student Council		
Bailey Hussey	College of Social and Applied Human Sciences Student Alliance	Present	
Tori Wakeford	Gordon S. Lang School of Business and Economics Student Association	Present	
Kendra Cornelissen	Ontario Agricultural College Student Federation	Present	Departed 7:23
VACANT	Ontario Veterinary College Central Veterinary Student Association		
Student Organization Representatives (Appointed)		**Present / Regrets**	**Arrived / Departed**
Jena-Lee Ashley	Aboriginal Student Association	Present	

Debbie Aturamu	Guelph Black Students Association		
Alan Negrin	Guelph Queer Equality	Present	
Jaskiran Sethi	Guelph Resource Centre for Gender Empowerment and Diversity		
Lori-Ann Grossett	International Student Organization	Present	
Anum Anjum	Interhall Council	Present	
VACANT	Guelph Campus Co-op		
Blakeney Smith	Ontario Public Interest Research Group (OPIRG)		
Sooraj Modi	Student Senate Caucus	Present	
Michael Pacheco	Board of Governors	Present	
Executive (Ex-officio, non-voting)		**Present / Regrets**	**Arrived/ Departed**
Tyler Poirier	President	Present	
Sara Kuwatly	Vice President Student Experience	Present	
Sean Mitchell	Vice President Academic	Present	
Horeen Hassan	Vice President External	Present	

Guests	**Affiliation**
Taylor Pace	The Ontarion

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

Summary of Significant Resolutions:

9.5.1 Meeting # 8 – November 25, 2020

MOTION: That the Minutes be approved for the CSA Board Meeting # 8 – November 25, 2020.

> **MOTION TO AMEND:** To change the wording of the second last sentence of Sean Mitchell's update to '…some updates of chair of university of work that has been done on black racism in the past year.'
>
> **Motion to amend carried.**

Motion as amended carried.

9.5.2 Special Budget Meeting – December 2, 2020

MOTION: That the Minutes be approved for the CSA Special Budget Board Meeting – December 2, 2020.

Motion carried.

9.6 Executive Committee Minutes

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

9.6.1. Meeting # 27 – November 16, 2020
9.6.2. Meeting # 28 – November 23, 2020
9.6.3. Meeting # 29 – November 30, 2020

Motion carried.

9.7 Executive Updates

MOTION that the following Executive Updates be received as information:

Motion carried.

9.10.1 SERM Hiring Committee Report

MOTION: That the hiring of Emma Connell for the SE&RM Coordinator position be ratified, as recommended by the Hiring Committee.

Motion carried.

9.10.2 Appoint Hiring Committee - Clubs Administrative Coordinator

RESOLVED:

a) That the CSA strike a Hiring Committee for the position of Clubs Administrative Coordinator to include the VP Student Experience and the current Clubs Administrative Coordinator; and

b) That the following CSA Director be appointed to the Hiring Committee for the position of Clubs Administrative Coordinator:

Bella Harris

Motion carried.

9.10.3 Appoint Hiring Committee - Clubs Programming Coordinator

RESOLVED:

a) That the CSA strike a Hiring Committee for the position of Clubs Programming Coordinator to include the VP Student Experience and the current Clubs Programming Coordinator; and

b) That the following CSA Director be appointed to the Hiring Committee for the position of Clubs Programming Coordinator:

Lori-Ann Grossett

Motion carried.

9.10.4 MINUTES: Policy & Bylaw Review Meeting # 1 – Oct 26, 2020

MOTION to receive the minutes of the **Policy & Bylaw Review Committee (PBRC)** from Meeting # 1 held on October 26, 2020 as information.

Motion carried.

9.10.5 MINUTES: Petitions, Delegations and Representations (PDR) Committee Meeting # 2 – Nov 6, 2020

MOTION to receive the minutes of the **Petitions, Delegations and Representations (PDR) Committee** Meeting # 2 held on November Nov 6, 2020 as information.

Motion carried.

9.10.6 MINUTES: Petitions, Delegations and Representations (PDR) Committee Meeting # 3 – Nov 25, 2020

MOTION to receive the minutes of the **Petitions, Delegations and Representations (PDR) Committee** Meeting # 3 held on November Nov 25, 2020 as information.

Motion carried.

9.11.1 MOTION: Winter 2021 General Election – Referendum Question – Modifying the Universal Group Health Insurance Program (Health Plan)

> **RESOLVED** that the CSA Board of Directors ratify the Universal Health Plan referendum question brought forward by the CSA/GSA Health & Dental Plan Committee and as presented by the CSA President at this CSA Board Meeting on January 13, 2021 to be included in the W21 CSA General Election.

Motion carried.

9.11.3 MOTION: Amendments to Appendix C – CSA Human Resources Policy - PED & Vacation

WHEREAS the Policy & Bylaw Review Committee (PBRC) has reviewed and approved the following revisions at their meeting on November 16, 2020:

a) Revised vacation policy [Section 11.0.]
b) Added Personal Emergency Day (PED) policy [Section 12.0]
c) Addition of clickable Table of Contents.
d) Addition of a table to track ongoing revisions at the beginning of the policy
e) Ensuring all headings are sequentially numbered
f) Ensuring that all body text has similar formatting

RESOLVED that the revised Appendix C – CSA Human Resources Policy be approved as presented to the CSA Board of Directors at their meeting on January 2021.

Motion carried.

9.11.4 MOTION: Winter 2021 General Election Electoral Policy Amendments

RESOLVED that based on review by, and recommendations from, the Policy & Bylaw Review Committee (PBRC):

a) The following clauses from CSA's Appendix G – Electoral be reinstated for the Winter 2021 General Election:
   i. 4.2.1.c. [Director candidate to collect signatures]
   ii. 4.2.1.d. [Director candidate to collect 25 signatures]
   iii. 4.3.1.c. [Executive Officer candidate to collect signatures]
   iv. 12.5. [Candidates sign a statement before leaving the All Candidate's Meeting that indicates they understand the rules and regulations governing the election process]

b) The following clauses from the CSA's Appendix G – Electoral continue to be suspended for the 2021 Winter General Election.
   i. 4.2.1.f. [Director candidate to present a refundable cheque of $25]
   ii. 4.3.1.f. [Executive Officer candidate to present a refundable cheque of $50]

c) The requirement of 100 verified signatures being required by an Executive candidate be reduced to 50 verified signatures in Section 4.3.1.c).

d) Recommendations from the Chief Returning Officer (CRO) relating to the policy revisions in a), b) and c) above, be included in their report at the end of the academic year for consideration by the Board for future elections cycles.

Motion carried.

9.11.5 MOTION: Winter 2021 General Election Amendment to Bylaw 2 Electoral, Section 2.2

RESOLVED that:

a) Effective immediately, CSA Bylaw 2 – Electoral, Section 2.2. By-Elections be amended by reinstating subsection 2.2.2. stating "Quorum shall be 10% of the general membership of the applicable constituency."

b) Recommendations from the Chief Returning Officer (CRO) relating to elections quorum be included in their report at the end of the 2020-2021 academic year for consideration by the Board for future elections cycles.

Motion carried.

9.11.6 MOTION: Revised 2021 Annual General Meeting (AGM) Date

RESOLVED that the 2021 CSA AGM be held on Tuesday, March 16, 2021, beginning at 5:00 pm, via Microsoft Teams.

Motion carried.

9.12.1. Online Assessment Call to Action

RESOLVED that the CSA:

a) Condemn the University of Guelph's apparent absence of urgency in developing alternatives to automated proctoring software.

b) Calls on the University of Guelph to consult with students and faculty on developing alternative assessment methods.

c) Calls on the University of Guelph to limit the weight of a student's final grade assessed via automated proctoring software to no more than 15 percent.

d) Encourages the University of Guelph to reallocate financial resources to facilitate the transition away from using automated proctoring software, such as Respondus, and reimagine how assessments can be conducted to most fairly and accurately assess students' knowledge and ability, both now and in the post-pandemic academic environment.

e) Executives continue to advocate on behalf of students to ensure that they their course work is fairly and accurately assessed.

Motion carried.

MINUTES
Board of Directors Meeting # 9
January 13, 2021 – 6:00 pm
Microsoft Teams

Agenda – January 13, 2021:

9.0 Call to Order
9.1 Land Acknowledgement
Maya Persram
9.2 Adoption of the Agenda
9.2.1 Approve the Agenda
9.2.2 Declarations of Conflicts
9.3 Ratifications and De-Ratifications
9.3.1 N/A
9.4. Comments from the Chair
9.4.1 Introductions and Pronouns
9.5 Approval of Past Board Minutes
9.5.1 Meeting # 8 – November 25, 2020
9.5.2 Special Budget Meeting – December 2, 2020
9.6 Executive Committee Minutes
9.6.1 Meeting # 27 – November 16, 2020
9.6.2 Meeting # 28 – November 23, 2020
9.6.3 Meeting # 29 – November 30, 2020
9.7 Executive Updates
9.7.1 President
9.7.2 VP Student Experience
9.7.3 VP Academic
9.7.4 VP External
9. 8 Director Reports
9. 9 CSA Services Update and Report
9.9.1 N/A
9.10 Committee Updates and Reports
9.10.1 SERM Hiring Committee Report
9.10.2 Appoint Hiring Committee - Clubs Administrative Coordinator
9.10.3 Appoint Hiring Committee - Clubs Programming Coordinator
9.10.4 MINUTES: Policy & Bylaw Review Meeting # 1 – Oct 26, 2020
9.10.5 MINUTES: Petitions, Delegations and Representations (PDR) Committee Meeting # 2 – Nov 6, 2020
9.10.6 MINUTES: Petitions, Delegations and Representations (PDR) Committee Meeting # 3 – Nov 25, 2020
9.11 Business
9.11.1 MOTION: Winter 2021 General Election – Referendum Question – Modifying the Universal Group Health Insurance Program (Health Plan)

9.11.2 PRESENTATION: Summary of Electronic Meeting Director Feedback (Policy & Transition Manager)
9.11.3 MOTION: Amendments to Appendix C – CSA Human Resources Policy - PED & Vacation
9.11.4 MOTION: Winter 2021 General Election Electoral Policy Amendments
9.11.5 MOTION: Winter 2021 General Election Amendment to Bylaw 2 Electoral, Section 2.2
9.11.6 MOTION: Revised 2021 Annual General Meeting (AGM) Date

9.12 New Business
9.12.1. Online Assessment Call to Action

9.13 Announcements

9.14 *In Camera* Session

9.15 Adjournment

Minutes – January 13, 2021:

9.0 Call to Order

6:08 pm meeting is called to order.

9.1 Land Acknowledgement

Hi everyone. I would like to acknowledge that today we are in different locations all across Turtle Island, governed by different covenants and treaties. The place we usually gather on at the University of Guelph is the traditional land of the Attawandaron people and the treaty lands and territory of the Mississaugas of the Credit. We also honour our Anishinaabe, Haudenosaunee, and Métis neighbours and recognize the significance of the Dish with One Spoon Covenant which is a reminder that upon residing on this land we have a responsibility for using its resources sustainably and protecting it from harm. It is important that we acknowledge the peoples whose traditional lands we are on and offer our respect to them and appreciate the care they have shown these lands for centuries before settlers arrived. Moving forward we should all make the time and effort to learn more about the land we occupy and actively participate in the work of genuine reconciliation.

Maya Persram
College of Biological Science Student Council

9.2 Adoption of the Agenda

9.2.1 Approve the Agenda

MOTION: That the agenda for the CSA Board of Directors Meeting # 9 on **January 13, 2021** be approved as printed and distributed.

Moved: Sara Kuwatly, VP Student Experience
Seconded: Tyler Poirier, President

MOTION TO AMEND: To add item 9.12.1. Online Assessment Call to Action under New Business items.

Sean Mitchell, VP Academic: Right now, is a critical time in the semester as course syllabuses are being finalized. Some of the concerns about online learning have not been addressed by the University, so this motion I am bringing forward seeks to reinvigorate the ways the issues are being dealt with at the University.

Moved: Sean Mitchell, VP Academic
Seconded: Alan Negrin

Motion to amend carried.

Motion as amended carried.

9.2.2 Declarations of Conflicts

No conflicts were declared.

9.3 Ratifications and De-Ratifications

No ratifications or de-ratifications.

9.4. Comments from the Chair

Good evening everyone. I hope you all had a good break. I am having some technical issues tonight; I ask for forgiveness of everyone is things are slower because of this. If you are looking to request speaker's list type "speaker's list" in the chat, if you are looking to volunteer type "volunteer" in the chat, and if you have a point of order, point of personal privilege, point of information, or point of parliamentary procedure please raise your hand.

9.4.1 Introductions and Pronouns

All Members introduce themselves, their roles on the Board and their respective pronouns.

9.5 Approval of Past Board Minutes

9.5.1 Meeting # 8 – November 25, 2020

MOTION: That the Minutes be approved for the CSA Board Meeting # 8 – November 25, 2020.

Moved: Tyler Poirier, President
Seconded: Alan Negrin

MOTION TO AMEND: To change the wording of the second last sentence of Sean Mitchell's update to '…some updates of chair of university of work that has been done on black racism in the past year.'

Sean Mitchell, VP Academic: Second last sentence of my verbal update is "…some updates of chair of university of work that has been done on black racism in the past year", this should be changed to "…some updates of chair of university of work that has been done on black racism in the past year.'

Chair: [requests objections from Members; no objections are indicated] Since no objection, I can approve this through unanimous consent.

Motion to amend carried.

Motion as amended carried.

9.5.2 Special Budget Meeting – December 2, 2020

MOTION: That the Minutes be approved for the CSA Special Budget Board Meeting – December 2, 2020.

Moved: Sara Kuwatly, VP Student Experience
Seconded: Alan Negrin

Motion carried.

9.6 Executive Committee Minutes

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

9.6.1. Meeting # 27 – November 16, 2020
9.6.2. Meeting # 28 – November 23, 2020
9.6.3. Meeting # 29 – November 30, 2020

Moved: Sara Kuwatly, VP Student Experience
Seconded: Jessica Krawitz

Motion carried.

9.7 Executive Updates

9.7.1 President

Hello everyone, happy new year. We have a busy semester; we have our elections coming up very fast. I encourage you to look at the email I sent out which has some information you can share with others and consider yourself. I am looking forward to discussions we will be having tonight, most of the updates are from the end of 2020. There will be lots of updates coming for the next meeting, as this semester will be packed. If you have any questions please email me, I always have an open virtual door.

9.7.2 VP Student Experience

Hi friends, I am working on a few projects right now. The main update is that we hired a new SERM coordinator, who will hopefully be ratified tonight. She has been wonderful, even though she has only been with us a few weeks. I am working on a few projects; we have Sexy Bingo on Friday and then another exciting project coming in a few weeks which I won't spoil but I am very excited for it. I am working on a project that will come out of Menstrual Hygiene Initiative budget, which will launch in February. Otherwise, I am just busy checking in on staff and ensuring they are ready to launch their services,

Michael Pacheco: I was wondering if there are any plans for virtual clubs' day?

Sara Kuwatly, VP Student Experience: I met with clubs' staff today, and we are working on it. We are exploring a couple of options; it will most likely happen in the next few weeks and we will be sending out an update to all the clubs once we know when it will happen. It will likely be over Gryphlife and Teams.

9.7.3 VP Academic

I encourage you to read my update, it is a bit lengthy. Our teaching excellence award applications are open, and I encourage anyone who has an excellent faculty or instructor to submit nominations, which are due February 26th. There has been a taskforce struck and is meeting to deal with issues related to Respondus and online assessments. So far, the meetings have been happening, there are ongoing discussions, but nothing concrete has come out of them yet. I will be speaking on that later; it is a critical time for academic period. We are at a tipping point of some things that may or may not happen throughout

the semester. If you have any classes that you thought were synchronous format and then they changed to distance ed format, I would be interested to know that. It has been happening a lot so I would be interested to hear about it. I will stop there, there have been a lot of ongoing issues, which is frustrating and encouraging at the same time, we have had a bit of progress for some issues. I will stop there.

9.7.4 VP External

Happy new year. I hope you all had a wonderful time off. I have just a few highlights from my updates. The campus coalition has been meeting often, we have struck a workgroup, to highlight issues that keep popping up, like issues for undergraduate students, TA, and faculty members. We are working to put together at town hall to address these issues to university administration. Another highlight is the foodbank will be operating as usual, following strict protocol, by appointments only. There is an exciting initiative from bike center committee, where there will be opportunity for bike center users to get an alternative service, once I know more information, I will let you know. The City of Guelph is doing a ward boundary review, they are looking at ward boundaries, from January 4 to January 22, the city is soliciting feedback from citizens and community members, there is a survey currently active where you can give input on priorities when it comes to doing boundary review. I will put the link in the chat.

MOTION that the following Executive Updates be received as information:

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

Moved: Lori-Ann Grossett
Seconded: Sara Kuwatly, VP Student Experience

Motion carried.

9. 8 Director Reports

No director reports.

9. 9 CSA Services Update and Report

No services updates or reports.

9.10 Committee Updates and Reports

9.10.1 SERM Hiring Committee Report

Hiring Committee Membership:

- Sara Kuwatly, CSA VP Student Experience: co-supervisor of the SE&RM Coordinator position
- Jay Rojas, Coordinator, Student Leadership, Student Experience: co-supervisor of the SE&RM Coordinator position
- Jena-Lee Ashley, CSA Director

Job posting date: November 27, 2020
Closing date: December 11, 2020

Number of applicants: 8
Number of people interviewed: 3

Successful Candidate: Emma Connell

Start Date: January 11, 2021

MOTION: That the hiring of Emma Connell for the SE&RM Coordinator position be ratified, as recommended by the Hiring Committee.

Moved: Sara Kuwatly, VP Student Experience
Seconded: Alan Negrin

Sara Kuwatly: We interviewed a few people, who were all are wonderful. Emma has a lot of experience, she was an RA. She has been working with us the past 2 weeks, she has been doing an amazing job. I am really impressed by how it has been going so far.

Motion carried.

9.10.2 Appoint Hiring Committee - Clubs Administrative Coordinator

WHEREAS the Clubs Administrative Coordinator's contract expires at the end of the 2020-2021 academic year;

WHEREAS the CSA recognizes the need to fill the position of Clubs Administrative Coordinator for the 2021-2022 academic year; and

WHEREAS CSA policy requires a Hiring Committee to include a minimum of one CSA Director, one CSA Executive Member, and one CSA staff member.

RESOLVED:

c) That the CSA strike a Hiring Committee for the position of Clubs Administrative Coordinator to include the VP Student Experience and the current Clubs Administrative Coordinator; and

d) That the following CSA Director be appointed to the Hiring Committee for the position of Clubs Administrative Coordinator:

Bella Harris

Moved: Sara Kuwatly, VP Student Experience
Seconded: Tyler Poirier, President

Tyler Poirier, President: I want to make note that Hiring Committees traditionally have only ever had three interviewers on it, just because it can be overwhelming for applicants. It is preferable that only one Director sits on the Committee. I would urge the Board to consider that in their decision.

Sara Kuwatly, VP Student Experience: It is way more overwhelming and nerve wracking when there are more interviewers, so I want to echo what Tyler said.

Jessica Krawitz: Yes, no problem, you can give it to Bella Harris, I have already been on hiring committee.

Maya Persram: Last semester the PTM and I had gone through requirements, and we could not find anything that called for minimum requirement for Directors to sit on committees.

Pete Wobschall, Policy & Transition Manager: It was a long journey for me, but I evidentially did find it; the requirement was to sit on two committees, one being hiring committee, and one being another committee. But that is if you want it on your transcript.

However, if the opportunities are not there we would not hold that against you. So yes, it is a requirement as indicated in the signed agreement, I apologize for not finding it earlier.

Tyler Poirier: So, the clause is found in director agreement. However, we recognize there are changes to how we are hiring and moving through committees this year, so we will be understanding when there are barriers that are no fault of the Directors.

Motion carried.

9.10.3 Appoint Hiring Committee - Clubs Programming Coordinator

WHEREAS the Clubs Programming Coordinator contract expires at the end of the 2020-2021 academic year;

WHEREAS the CSA recognizes the need to fill the position of Clubs Programming Coordinator for the 2021-2022 academic year; and

WHEREAS CSA policy requires a Hiring Committee to include a minimum of one CSA Director, one CSA Executive Member, and one CSA staff member.

RESOLVED:

c) That the CSA strike a Hiring Committee for the position of Clubs Programming Coordinator to include the VP Student Experience and the current Clubs Programming Coordinator; and

d) That the following CSA Director be appointed to the Hiring Committee for the position of Clubs Programming Coordinator:

Lori-Ann Grossett

Moved: Haley Bilokraly
Seconded: Sara Kuwatly, VP Student Experience

Motion carried.

9.10.4 MINUTES: Policy & Bylaw Review Meeting # 1 – Oct 26, 2020

MOTION to receive the minutes of the **Policy & Bylaw Review Committee (PBRC)** from Meeting # 1 held on October 26, 2020 as information.

Moved: Sara Kuwatly, VP Student Experience
Seconded: Sean Mitchell, VP Academic

Motion carried.

9.10.5 MINUTES: Petitions, Delegations and Representations (PDR) Committee Meeting # 2 – Nov 6, 2020

MOTION to receive the minutes of the **Petitions, Delegations and Representations (PDR) Committee** Meeting # 2 held on November Nov 6, 2020 as information.

Moved: Tyler Poirier, President
Seconded: Hayley Bilokraly

Motion carried.

9.10.6 MINUTES: Petitions, Delegations and Representations (PDR) Committee Meeting # 3 – Nov 25, 2020

MOTION to receive the minutes of the **Petitions, Delegations and Representations (PDR) Committee** Meeting # 3 held on November Nov 25, 2020 as information.

Moved: Tyler Poirier, President
Seconded: Bella Harris

Motion carried.

9.11 Business

9.11.1 MOTION: **Winter 2021 General Election – Referendum Question – Modifying the Universal Group Health Insurance Program (Health Plan)**

WHEREAS the CSA/GSA Health & Dental Plan Committee has agreed to ask students whether they prefer an opt-out option for the Universal Group Health Insurance Program ('Universal Health Plan');

WHEREAS the CSA has administered the universal health plan for more than 30 years;

WHEREAS after the Student Choice Initiative, many students and families indicated their concern with the mandatory nature of the health plan when they have alternative coverage;

WHEREAS the Standing Referendum Committee has reviewed and accepted changes to the wording of the question; and

WHEREAS the wording of the question has been agreed upon by all parties within the CSA/GSA Health & Dental Plan Committee and resultantly cannot be amended.

RESOLVED that the CSA Board of Directors ratify the Universal Health Plan referendum question brought forward by the CSA/GSA Health & Dental Plan Committee and as presented by the CSA President at this CSA Board Meeting on January 13, 2021 to be included in the W21 CSA General Election.

Moved: Tyler Poirier, President
Seconded: Alan Negrin

Tyler Poirier: This is a massive question, students have never been asked this question before. We are one of the only universities in Ontario to have a universal, mandatory health plan, and the only one from our insurer who does have that. As mentioned, a significant concern had been raised after student choice initiative. Now, because this question has never been asked before the CSA/GSA want to ask students what they wanted. Like I said, this a very important question, and I encourage you to think and scrutinize this question. At the same time, please recognize this question cannot be changed in wording, as it is a question agreed upon by multiple parties involved in the health plan, and therefore cannot be changed by the CSA as it would then affect our partners. This is a gap in our policies, and I have identified it for the Policy and Bylaw Review Committee to see in the future as there is currently no way for such referendum question to be considered holy by board in way that also accommodates other parties involved. I really really encourage debate and discussion on this, however, this motion is to simply allow students to debate this topic, through the referendum question, as it has not been asked before and we in the committee feel as though it should be.

Hayley Bilokraly: Just want to clarify, this is to start the discussion and not make any decisions?

Chair: This will be asked as a referendum question, to appear in the general election of Winter 2021.

Bella Harris: Understanding that part of the benefit of mandatory coverage effects things with price, has there been discussion of what it would look for students who wish to stay in the healthcare to students, like how much that might cost? Will that information be provided to students at the same time the question is brought forth?

Tyler Poirier, President: In the preamble included in the board package, it indicates the prices for the current plan, and the opt out option. So currently it is $140 per policy year, and the opt out option would increase to $186 per policy year. There are some other effects that this has; specifically that the accounts between the dental and health plan can be joined in that, currently they are separated, because one is a universal plan and one is an opt-out, but under the same system, they can actually be joined, so that the reserves would essentially be joined and that would allow for better protection against sudden changes in coverage from the government for example; but I do want to state that I, quite frankly and this is me being honest, am indifferent. I want the students to have the option and it has been a concern on both sides for a long time now.

Lori-Ann Grossett: All this information that is given here about the potential for it to arise, will this be provided to the students? And is the potential for it to rise 4% set or is it subject to change? What is stopping them from raising it more than that?

Tyler Poirier, President: All information in preamble will be provided to students within referendum question. The 4% raise is merely a maximum; currently cost of living is what the current plan could be raised by per year, which ranges from 1-3%. The proposed plan has maximum of 4%, but it could be 0%, or 1 or 2 or 3%, and this would never be changed until another referendum question is asked because referendum questions are binding.

Motion carried.

9.11.2 PRESENTATION: Summary of Electronic Meeting Director Feedback (Policy & Transition Manager)

Pete Wobschall, Policy & Transition Manager: We are in remote meeting experience, it has presented a lot of new challenges for everyone and has altered our Board Meetings significantly. So, we want to make sure that it is accessible and that our organization is doing as much as possible so that you can do your jobs. I will go through a quick summary of learnings and trends to make meetings as painless and as efficient as possible.

The goal of the survey was to gather feedback from board members to make improvements to the CSA Board Meeting electronic process and to enhance the experience for all participants. All responses were confidential, there was no way I could have known who provided what information, and I was the only one looking at the

information. The follow-up starts with this summary and we will continue to work with individual Directors to address any concerns or challenges.

There were 14 total respondents, thank you to all who took the time to contribute. There is a total of 26 Board Members, including Executive and Directors, and therefore we had a 54% response rate, which is pretty good.

The first question was about internet connection, about 80% said their internet was stable and about 20% disagreed stating their internet was not stable. Those who reported unstable internet attributed it to their poor Wifi; likely due to their rural address and remote access location, and thus it is not really possible to improve.

Tips to improve this include: logging into Microsoft Teams and Microsoft Forms before meeting to ensure you have access, logging in on your computer or laptop and your phone and tablet, and letting your family or roommates know you are in a meeting so they might minimize their streaming during the meeting which should improve Microsoft Teams experiences.

The second question asked about clearly hearing the Chair during meetings. 86% stated that they could clearly hear the Chair, 7% neither agreed or disagreed to clearly hearing the Chair, and 7% disagreed that they could clearly hear the Chair. Tips to improve this: headphones and microphone may assist in keeping meetings private and communicating with others, speak to Policy & Transition Manager if want to know options for obtaining a headset, if unable to hear the Chair during meeting please put hand up so their message can be repeated.

The third question asked if other Board Members can be heard during meetings. 86% reported that they usually or always can hear others during the meetings. 14% indicated that they can hear other participants only sometimes. Some stated that the issues might be due to mics not being close enough to mouth or just overall poor quality. We have offered to assist members with getting headset or microphones if needed. Please do reach out to me. Tips to improve this: let Policy & Transition Manager know and do get support in working out issues, or to get a headset with microphone. Check your audio quality and microphone settings in Teams and/or Windows before meetings. Contact the Policy & Transition Manager if you need assistance with this process.

The fourth question asked if Members were able to keep confidential discussion and information private when participating in CSA Board Meetings. 100% of participants stated they were able to keep confidentiality during the meetings. Tips for this: use a headset or find a private space to discuss confidential issues, even if it is only for the period of time that confidential content is discussed.

The fifth question asked if Members had all the necessary equipment and tools to participate in meetings and 100% of the respondents said they did. No tips were needed for this section.

The sixth question asked Members to provide any ideas they had to make the Board Meetings more efficient or to enhance the experience for the participants. There were results for this, no range, no option to select, as it was an open-ended question. Some did give feedback saying to use an alternate method to Microsoft Forms for voting, another respondent recommended adding prompting announcements with "one positive thing that happened last week" or "something you are looking forward to". Two respondents appreciated having the Microsoft Forms voting links sent out prior to the meeting. One respondent recommended assisting each member individually. There did not seem to be overall issues everyone was facing, but if there are issues any individual is having please reach out to me. One respondent also recommended that instead of going through each member during the announcements and member updates each interested parties could raise their hand to be recognized, as a way of saving time as several members usually end up waiving. Tips: contact the Policy & Transition Manager to discuss with Chair how the announcements and general update processes can be made more efficient.

The seventh and final question asked if Members had anything else they would like to add. Several commended the job that everyone is doing and acknowledged that we are doing the best we can during this online environment that we are in.

To summarize, there was no wide-spread issues, instead specific individual issues were identified with most having to do with poor internet quality. If Members do need support, please reach out.

Chair: One of the responses did talk about prompting members to provide one positive thing from the last week in the announcement section. I will not personally do that as Chair, as I do not prompt people to speak rather, I just follow the Agenda which is set. However, the Announcements are a time that Members can speak freely to the Board. If Members do deicide to share that information or ask others to do so, that is totally allowed.

MOTION to receive the summary of feedback from Directors regarding Electronic Meetings as presented by the Policy & Transition Manager (PTM).

Moved: Tyler Poirier, President
Seconded: Hayley Bilokraly

Motion carried.

9.11.3 MOTION: Amendments to Appendix C – CSA Human Resources Policy - PED & Vacation

Notice of this motion was provided at the CSA Board Meeting on November 25, 2020.

WHEREAS the Business Manager, working in consultation with an external HR consultant, provided the Policy & Bylaw Review Committee (PBRC) with revisions to the CSA's Human Resources (HR) policy;

WHEREAS these revisions ensure compliance with the Ontario's Employment Standards Act (ESA) in relation to Personal Emergency Days and Vacations; and

WHEREAS the Policy & Bylaw Review Committee (PBRC) has reviewed and approved the following revisions at their meeting on November 16, 2020:

A) Revised vacation policy [Section 11.0.]
B) Added Personal Emergency Day (PED) policy [Section 12.0]
C) Addition of clickable Table of Contents.
D) Addition of a table to track ongoing revisions at the beginning of the policy
E) Ensuring all headings are sequentially numbered
F) Ensuring that all body text has similar formatting

RESOLVED that the revised Appendix C – CSA Human Resources Policy be approved as presented to the CSA Board of Directors at their meeting on January 2021.

Moved: Tyler Poirier, President
Seconded: Haley Bilokraly

Motion carried.

NOTE: CSA Bylaw 4 – Policy of the CSA, Section 2.0. Establishment, Amendment, Suspension or Rescindment of Policy requires 'one Board meeting notice, and a two-thirds majority vote at a meeting of the Board' for all policy amendments.

9.11.4 MOTION: Winter 2021 General Election Electoral Policy Amendments

Notice of this motion was provided at the CSA Board Meeting on November 25, 2020.

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

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

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

WHEREAS it is necessary for the CSA to amend related policies in order to carry out the 2021 Winter General Election in a timely manner; and

WHEREAS the CSA Board of Directors suspended various elections-related policies at their meeting on September 9, 2020 with direction to reassess these amendments in November 2020;

RESOLVED that based on review by, and recommendations from, the Policy & Bylaw Review Committee (PBRC):

b) The following clauses from CSA's Appendix G – Electoral be reinstated for the Winter 2021 General Election:
   v. 4.2.1.c. [Director candidate to collect signatures]
   vi. 4.2.1.d. [Director candidate to collect 25 signatures]
   vii. 4.3.1.c. [Executive Officer candidate to collect signatures]
   viii. 12.5. [Candidates sign a statement before leaving the All Candidate's Meeting that indicates they understand the rules and regulations governing the election process]

b) The following clauses from the CSA's Appendix G – Electoral continue to be suspended for the 2021 Winter General Election.
   iii. 4.2.1.f. [Director candidate to present a refundable cheque of $25]
   iv. 4.3.1.f. [Executive Officer candidate to present a refundable cheque of $50]

d) The requirement of 100 verified signatures being required by an Executive candidate be reduced to 50 verified signatures in Section 4.3.1.c).

d) Recommendations from the Chief Returning Officer (CRO) relating to the policy revisions in a), b) and c) above, be included in their report at the end of the academic year for consideration by the Board for future elections cycles.

Moved: Tyler Poirier, President
Seconded: Alan Negrin

Tyler Poirier, President: The General Election is quickly approaching. With this, we have learnt a lot from the byelection. During the byelection we were in a less than ideal scenario with elections office and we are now in a stronger and stable state, I am confident this election will run much more smoothly. I am hoping some of these changes will make it more accessible for candidates while also holding the CSA accountable and upholding the democracy that we stand for. I want to elaborate on some specific aspects of changes, mostly those relating to the expenses with running as a candidate. We are still providing the same campaign limits, it's just the process we are using is electronic; previously our policies only provided a physical way to secure deposits (with cheques), so we are merely adapting to our environment and practicing proper physical distancing and following all guidelines associated with COVID-19, and currently our policies can't allow that. The only other significant change is the signatures, which we have reduced and that is only to increase the accessibility of the election while things are online. We hope this makes it more accessible.

Motion carried.

9.11.5 MOTION: Winter 2021 General Election Amendment to Bylaw 2 Electoral, Section 2.2

Notice of this motion was provided at the CSA Board Meeting on November 25, 2020.

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

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

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

WHEREAS it is necessary for the CSA to amend Bylaw 2- Electoral in order to carry out the 2021 Winter General Election in a timely manner;

WHEREAS at their meeting on September 9, 2020, the CSA Board of Directors amended Bylaw 2 – Electoral, Section 2.2.2. eliminating the requirement of quorum being 10% of the general membership of the applicable constituency; and

WHEREAS the Policy & Bylaw Review Committee (PBRC) has reviewed and approved of the following amendment.

RESOLVED that:

c) Effective immediately, CSA Bylaw 2 – Electoral, Section 2.2. By-Elections be amended by reinstating subsection 2.2.2. stating "Quorum shall be 10% of the general membership of the applicable constituency."

d) Recommendations from the Chief Returning Officer (CRO) relating to elections quorum be included in their report at the end of the 2020-2021 academic year for consideration by the Board for future elections cycles.

Moved: Tyler Poirier, President
Seconded: Alan Negrin

Tyler Poirier, President: As previously mentioned the Byelection in the fall, was tumultuous one, we were entering quite blindly, we feel prepared, we are confident that quorum should not be an issue, which is why we feel it should be added back into the Bylaw. I am very excited for this election.

Roll Call Vote:

Alan Negrin:	Yea
Bailey Hussey:	Yea
Bella Harris:	Yea
Haley Bilokraly:	Yea
Anum Anjum:	Yea
Jas Rubab Singh:	Yea
Jena-Lee Ashley:	Yea
Jessica Krawitz:	Yea
Laura Wilson:	Yea
Lori-Ann Grossett:	Yea
Maya Persram:	Yea
Michael Pacheco:	Yea
Sooraj Modi:	Yea
Tori Wakeford:	Yea

Motion carried.

9.11.6 MOTION: Revised 2021 Annual General Meeting (AGM) Date

WHEREAS the CSA has historically held our Annual General Meeting on a Wednesday during the first two weeks of February based primarily on the following rationale:

a) Wednesdays are the preferred meeting day for CSA Board Members;

b) Occurs after the process of auditing financial statements from the previous year has been completed by an external accounting firm; and

c) Coincides with the promotion of the Winter General Election period.

WHEREAS the CSA Board of Directors previously approved the 2021 AGM date of February 10, 2021 at its meeting on October 28, 2020;

WHEREAS the CSA Business Manager has notified the President that due to Covid-related delays, the 2019-2020 Audited Financial Statements are not expected to be completed prior to February 10, 2020, but are expected to be completed by March 16, 2021;

WHEREAS Wednesday March 17, 2021 is St. Patrick's Day, which may divert CSA Members from attending the 2021 AGM; and

WHEREAS Covid-related University of Guelph policy continues to restrict in-person gatherings.

RESOLVED that the 2021 CSA AGM be held on Tuesday, March 16, 2021, beginning at 5:00 pm, via Microsoft Teams.

Moved: Tyler Poirier, President
Seconded: Maya Persram

Tyler Poirier, President: As mentioned, audited financial statements are delayed because of virtual experience we are in, all files we would hand over in person now must be done virtually, which is why it is taking much longer than anticipated.

Motion carried.

9.12 New Business

9.12.1. MOTION: Online Assessment Call to Action

WHEREAS the covid pandemic has necessitated the cessation of traditional in-person testing and examinations;

WHEREAS automated proctoring software similar to what the University has adopted since the onset of the pandemic has since been described as ineffective spyware by leading computer scientists [1];

WHEREAS leading academic institutions across North America have banned the use of automated proctoring software in favour of fairer and more accurate student assessment methods [2];

WHEREAS 4,900 University of Guelph students have signed a petition to "End the use of LockDown Browsers" at the University of Guelph [3];

WHEREAS the CSA conducted a survey of University of Guelph undergraduate students showing that automated proctoring software (sometimes referred to as remote invigilation tools), such as Respondus, perpetuate racial bias towards people of colour by inaccurately identifying potential academic misconduct committed by such individuals at almost twice the rate of students who identified as white [4];

WHEREAS that same survey indicated that using lockdown browsers to conduct assessments was the least favoured method by students, and alternatives such as live proctoring through video conferencing software, open book tests, take-home exams, and final assignments were more favoured by the survey's respondents;

WHEREAS various automated proctoring software solution have numerous privacy concerns associated with them;

WHEREAS groups on campus have brought these concerns to the attention of the University of Guelph administration on numerous occasions since March 2020 [5]; and

WHEREAS it has been over nine months since the beginning of the pandemic and the University of Guelph has yet to develop a cohesive strategy to deal with these issues.

RESOLVED that the CSA:

f) Condemn the University of Guelph's apparent absence of urgency in developing alternatives to automated proctoring software.

g) Calls on the University of Guelph to consult with students and faculty on developing alternative assessment methods.

h) Calls on the University of Guelph to limit the weight of a student's final grade assessed via automated proctoring software to no more than 15 percent.

i) Encourages the University of Guelph to reallocate financial resources to facilitate the transition away from using automated proctoring software, such as Respondus, and reimagine how assessments can be conducted to most fairly and accurately assess students' knowledge and ability, both now and in the post-pandemic academic environment.

j) Executives continue to advocate on behalf of students to ensure that they their course work is fairly and accurately assessed.

Moved: Sean Mitchell, VP Academic
Seconded: Bella Harris

Sean Mitchell, VP Academic: As I have mentioned early on in the meeting, this is a critical time to deicide how courses will be laid out for this semester. And, while there are activities going on through committees and such, there has yet to be any concrete action taken by the University. I did have hesitations bringing forward this motion, because it could interfere with committee's work, and it might be seen as premature, I do think this motion was necessary. I do recognize that students have been waiting since April of 2020 to resolve some significant issues with lockdown issues, most of these issues regarding privacy and racial biases, and think it is important that they see some changes. I would be happy to answer any questions about the motion too.

Motion carried.

9.13 Announcements

Bailey Hussey: Had our first board meeting today, it went well.

Bella Harris: We're fostering a dog, we love him a lot. Other than that, everything is great. I don't have anything else.

Pete Wobschall, Policy & Transition Manger: Welcome back, we have a lot going on. AGM preparations and elections. We have a great elections team with an excellent promotional and workplan. Welcome back!

Tyler Poirier, President: I had to make the tough decision to pursue a masters instead of rerunning as President; it pains me to say that, it was a decision not made lightly, I did very much consider rerunning, but realized I need to get my own life started and this year has left a lot of things to be desired. I am thankful for my time at the CSA, and I am looking forward to the transition process with whoever comes in after me.

Sean Academic, VP Academic: Teaching excellence award is open, please get your nominations in before they are due.

Horeen Hassan, VP External: My wisdom teeth are killing me, aside from that, I want to remind everyone to complete survey for ward foundry review, it would be awesome if you can give your input.

Sara Kuwatly, VP Student Experience: Sexy Bingo is this Friday, if you want to have some fun, we are going to be playing bingo all about sex ed, come out this Friday! If you win, you win 50% to come as you are, a sex shop in Toronto. I am also making difficult decision if I want to rerun, or not, I want to rerun but I have also been in Guelph for five years, so it is a difficult decision. If anyone has some inputs please reach out.

Haley Bilokraly: Good luck with rest of the semester!

Anum Anjum: I am looking for some initiative to volunteer. I want to find something new, if anyone has any ideas please let me know.

Jas Rubab Singh: If anyone has any connections in hospitality please reach out, it is really hard to find jobs right now.

Jena-Lee Ashley: I wanted to show everyone my bunny!

Laura Wilson: I hope everyone had great holidays and enjoyed saying bye to 2020.

Maya Persram: I just wanted to wish everyone the best.

Michael Pacheco: I met with some secretariats for board of governors, they briefed myself and some other members, they went over details, and discussed that the university is still committed to anti racism, and that the faculty and staff are briefed and educated on issues in Canada, which I think is a good move for the university

9.14 *In Camera* Session

No In Camera Session.

9.15 Adjournment

MOTION: To adjourn the CSA Board of Directors Meeting of **January 13, 2021** at 8:17 pm.

Moved: Tyler Poirier, President
Seconded: Bella Harris

Motion carried.

Approved by the Board of Directors	February 10, 2021
Cameron Olesen, Board Chair	
Signature	Date February 23, 2021
Pete Wobschall, Policy and Transition Manager	
Signature	Date February 19, 2021