MINUTES
Board of Directors Meeting # 9
October 27, 2021 – 6:00 pm
Microsoft Teams

Attendance for October 27, 2021, Board of Directors Meeting #9:

Board of Directors			
At-Large (Elected) Representatives		**Present / Regrets**	**Arrived / Departed**
Bella Harris	College of Arts	Present	
Vacant	College of Arts		
Leilani Rocha	College of Biological Science	Present	
Maya Persram	College of Biological Science		
Valeria Telles	College of Engineering and Physical Sciences	Present	
Anton Naim Ibraim	College of Engineering and Physical Sciences	Present	
Laura Wilson	College of Social and Applied Human Sciences	Present	
Alyssa Ahmed	College of Social and Applied Human Sciences	Present	
Leila Stevens	Gordon S. Lang School of Business and Economics	Present	
Joshua Vito	Gordon S. Lang School of Business and Economics	Present	
Isha Maharaj	Ontario Agricultural College	Present	
Vacant	Ontario Agricultural College		
Vacant	Ontario Veterinary College		
Vacant	Ontario Veterinary College		
Member College Government Representatives (Appointed)		**Present / Regrets**	**Arrived / Departed**
Vacant	College of Arts Student Union		
Vacant	College of Biological Science Student Council		
Lily Taylor-Stackhouse	College of Engineering and Physical Sciences Student Council	Present	
Samantha Ogbeiwi	College of Social and Applied Human Sciences - Student Alliance		
Quinton Stummer	Lang Students' Association		
Hudson Bell	Student Federation of the Ontario Agricultural College		
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		

MINUTES
Board of Directors Meeting # 9
October 27, 2021 – 6:00 pm
Microsoft Teams

Student Organization Representatives (Appointed)		**Present / Regrets**	**Arrived / Departed**
Jena Ashley	Indigenous Student Society (ISS)		
Damilola Oguntala	Guelph Black Students Association (GBSA)		
Amanda Conibear	Guelph Queer Equality (GQE)	Present	
Vacant	Guelph Resource Centre for Gender Empowerment and Diversity		
Keshini Digamber	International Student Organization (ISO)		
Shawna Perritt	Interhall Council (IHC)		
Vacant	Guelph Campus Co-op		
Ariel Oleynikov	Ontario Public Interest Research Group (OPIRG)	Present	
Justin Mihaly	Student Senate Caucus		
Michael Pacheco	Board of Governors		
Executive (Ex-officio, non-voting)		**Present / Regrets**	**Arrived / Departed**
Nicole Walker	President	Present	
Sara Kuwatly	Vice President Student Experience	Regrets	
Lisa Kazuhara	Vice President Academic	Present	
Shilik Hamad	Vice President External	Present	

Guests	**Affiliation**
NA	NA

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

Summary of Significant Resolutions:

9.5.1 Meeting # 8 – October 13, 2021

MOTION that the Minutes be approved for CSA Board Meeting # 8 – October 13, 2021.

Motion carried.

9.6.1 Meeting # 16 – October 6, 2021

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

8.6.1 Meeting # 16 – October 6, 2021

Motion carried.

9.7 Executive Updates

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

Motion carried.

9.10.1 APPOINTMENT: Appoint Directors to the Clubs Conduct Tribunal

RESOLVED that the following two (2) Directors be appointed to CSA Clubs Conduct Tribunal for the remainder of the 2021-2022 academic year:

Leilani Rocha
Isha Maharaj

Motion carried.

9.10.2 APPOINTMENT: Appoint Directors to the Policy & Bylaw Review Committee

RESOLVED that the following Directors be appointed to the Policy & Bylaw Review Committee (PBRC) for the remainder of the 2021-2022 academic year:

Joshua Vito

Motion carried.

9.10.3 APPOINTMENT: Appoint Director to the Guelph Centre for Urban Organic Farming Stakeholder Advisory Group

RESOLVED that Isha Maharaj be appointed to the Guelph Centre for Urban Organic Farming Stakeholder Advisory Group (GCUOF) for the remainder of the 2021-2022 academic year, effective immediately.

Motion carried.

9.11.1 Separation of Appendix A – Internal CSA Policy

RESOLVED that:

a) The separation of Appendix A – Internal CSA Policy into Appendix A – Executive Portfolios, Appendix D – CSA Committees, and Appendix J – Internal CSA Policy as presented in the October 13, 2021 Board Package.

b) Bylaw 1- Organizational, Section 8.1 be updated to reflect the Standing Committees classification as identified in the proposed Appendix D – CSA Committees:

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)
f) Accessibility Committee
g) Capacity, Analysis, and Planning Committee (CAPCOM)

Motion carried.

9.12.1 Outsource Hiring of the Office Manager & Executive Support Staff Position

NOTICE

WHEREAS the CSA received notice on Friday, October 22, 2021 that the Office Manager & Executive Support position will become vacant beginning on November 15, 2021;

WHEREAS the hiring of the Office Manager & Executive Support staff member in a timely manner is integral to maintaining normal CSA operations and leadership for Front Office staff;

WHEREAS Section 4.0 of Appendix C - Human Resources Policy prescribes the process by which the CSA hires full-time staff, which does not allow for external organizations to perform hiring processes on behalf of the CSA; and
WHEREAS outsourcing the hiring of a Business Office staff member during the Summer 2021 semester provided a list of quality candidates in a timely manner, and resulted in successfully filing the position with a quality candidate.

RESOLVED that:

a) Appendix C – Human Resources, Section 4.0 Hiring, which requires that all staff be hired within a CSA administered process, be suspended for filling the Office Manager & Executive Support staff member vacancy.

b) BDO Canada, an external agency, be engaged to conduct the hiring of a replacement for the Office Manager & Executive Support staff member.

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

AMENDED MOTION to call a special meeting of the Board of Directors to discuss and vote on this topic only be held on Monday, November 1, 2021 at 6:00pm, on Microsoft Teams.

Moved: Nicole Walker, President
Seconded: Maya Persram

Amended Motion carried.

Agenda – October 27, 2021:

9.0 Call to Order
9.1 Land Acknowledgement
Ariel Oleynikov
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 NA
9.4 Comments from the Chair
9.4.1 Introductions and Pronouns
9.5 Approval of Past Board Minutes
9.5.1 Meeting # 8 – October 13, 2021
9.6 Executive Committee Minutes
9.6.1 Meeting # 16 – October 6, 2021
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 NA
9.10 Committee Updates and Reports
9.10.1 APPOINTMENT: Appoint Directors to the Clubs Conduct Tribunal
9.10.2 APPOINTMENT: Appoint Directors to the Policy & Bylaw Review Committee
9.10.3 APPOINTMENT: Appoint Director to the Guelph Centre for Urban Organic Farming Stakeholder Advisory Group
9.11 Business
9.11.1 Separation of Appendix A – Internal CSA Policy
9.12 New Business
9.12.1 Outsource Hiring of the Office Manager & Executive Support Staff Position
9.13 Announcements
9.14 *In Camera* Session
9.15 Adjournment

Minutes – October 27, 2021:

9.0 Call to Order

The meeting is called to order at 6:04pm.

9.1 Land Acknowledgement

Before we start this meeting, I'd like to take a moment with all of you today to recognize that the University of Guelph resides on the traditional lands of the Attawandron, Haudenosaunee, Anishinaabe, and the Treaty lands and territory of the Mississauga of the Credit First Nation. As we are guests on this land, we ought to treat the land and water, and all that is in it with respect and appreciation. Colonialism stole land, livelihoods, and children from First Nation, Metis, and Inuit people across Turtle Island and it is important to not only recognize this, but to also work towards dismantling the systems that was left in place that continues to oppress Indigenous people. We, as settlers, in our everyday life moving forward, have a responsibility to actively support Indigenous voices and to listen, learn, and take action to reach our shared goal of reconciliation.

Ariel Oleynikov

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 October 27, 2021, be approved as printed and distributed.

Moved: Shilik Hamad, VP External
Seconded: Lisa Kazuhara, VP Academic

MOTION TO AMEND: To add item 9.12.1 Outsource Hiring of the Office Manager & Executive Support Staff Position under New Business items.

Moved: Nicole Walker, President
Seconded: Lisa Kazuhara, VP Academic

President Nicole Walker shared that this is a time sensitive item as the CSA was notified after the release of the board agenda package for this meeting that our Office Manager provided their three weeks notice and thus, we are looking to fill this position as soon as possible.

The Chair agreed and in fact suggested this was also an emergency item; he also referenced the CSA Rules of Order associated definition of 'emergency item'.

Motion to amend carried.

AMENDED MOTION that the agenda for the CSA Board of Directors Meeting # 9 on **October 27, 2021**, be approved as amended:

a) To add item 9.12.1 Outsource Hiring of the Office Manager & Executive Support Staff

Moved: Shilik Hamad, VP External
Seconded: Lisa Kazuhara, VP Academic

Amended motion carried.

9.2.2 Declarations of Conflicts

No conflicts declared tonight.

9.3 Ratifications and De-Ratifications

No ratifications or de-ratifications declared for tonight.

9.4 Comments from the Chair

Chair Cameron Olesen thanked everyone for being here tonight and explained how Members could participate in discussion and how to volunteer for appointments using chat.

9.4.1 Introductions and Pronouns

All Members introduced themselves and shared their pronouns and roles on the Board.

9.5 Approval of Past Board Minutes

9.5.1 Meeting # 8 – October 13, 2021

MOTION that the Minutes be approved for CSA Board Meeting # 8 – October 13, 2021.

Moved: Ariel Oleynikov
Seconded: Leila Stevens

Motion carried.

9.6 Executive Committee Minutes

9.6.1 Meeting # 16 – October 6, 2021

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

8.6.1 Meeting # 16 – October 6, 2021

Moved: Shilik Hamad, VP External
Seconded: Nicole Walker, President

Motion carried.

9.7 Executive Updates

9.7.1 President

President Nicole Walker shared their Programmer, John Bonnar, who was responsible for fulfilling the live entertainment referendum by putting on live events and movie screenings has decided to retire early. She thanked John for all his hard work and dedication over the past 35 years. In addition, she shared that the CSA and GSA have chartered a Late-Night Service for Halloween weekend, which means free transportation for all University of Guelph students. The late-night service runs

Friday and Saturday from 1:00am–3:30am and on Sunday from 7:00pm–3:30am. She encouraged folks to reach out to her if they had any other questions or concerns.

9.7.2 VP Student Experience

President Nicole Walker gave an update for VP Student Experience Sara Kuwatly as she was running an event and thus unable to attend the meeting.

President Nicole Walker shared that they had an escape room on Monday, Sexy Bingo tonight, and a Textbook Horror Stories event on Friday all for Halloweek. As well, as part of the menstrual hygiene initiative, they will be doing a giveaway on social media, as well as in the UC on November 9th and on November 16th they will have a Diva Cup representative come in to distribute cups and answer any questions folks may have. As well, President Nicole Walker shared that the VP Student Experience met with Guelph Hillel to offer support for the Holocaust Education Week programming. She shared that programming would take place from November 8-12 with a line up of great, informative events. She encouraged folks to reach out to VP Student Experience if they had any questions from this update.

9.7.3 VP Academic

VP Academic Lisa Kazuhara shared that she will be helping host the Halloween Horror Stories event from 12pm-4pm tomorrow, which is an opportunity for all students to share their experience with access and costs to course material and to share how they would like to see things change in the future. As well, she shared course selection opening begins in mid-November. She shared that the planning for Art in Bullring has started. She has a meeting with Fine Arts Network to see how they can have the event. In addition, she shared she has a lot of committee meetings underway, and folks are more than welcome to contact her to receive more information on them. She thanked all Members for coming and welcomed any questions now or through email.

9.7.4 VP External

VP External Shilik Hamad shared they have been fundraising for the Foodbank, and so far, have raised almost $900 which is great. As well, she reminded folks that the Bike Centre is open, and encouraged them to go check it out. For Transit, she shared the CSA and GSA have teamed up with Guelph Transit to provide late night services on the Halloween weekend. Lastly, she shared that she has been working

with GQE to gather resources and information. She encouraged folks to reach out to her if they had any questions.

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: Maya Persram
Seconded: Leila Stevens

Motion carried.

9.8 Director Reports

Member Amanda Conibear shared she attended a PDR meeting today which went very well.

Member Isha Maharaj shared she attended the first subcommittee for the UC Board which went well.

Member Joshua Vito shared he attended the first subcommittee meeting for the UC Board, and they elected a Chair and Vice Chair.

Member Maya Persram shared that the UC Board's Programming Committee had it's first meeting today. She shared that Lori-Ann Grossett was elected as Chair and that she was elected as Vice-Chair. She shared they are currently focused on Fair November which will be happening the weekend of Nov 13th. The plan is to have both an in-person and virtual component; the in-person component will be limited to members of the UofG instead of the entire city.

Member Bella Harris shared she took part in the UC Board Finance Committee today and that the PDR Meeting went super well today and that it is a really good team.

Member Lily Taylor-Stackhouse shared they attended the PDR Committee Meeting today.

9.9 CSA Services Update and Report

No CSA service updates or reports for tonight.

9.10 Committee Updates and Reports

9.10.1 APPOINTMENT: Appoint Directors to the Clubs Conduct Tribunal

WHEREAS Appendix F – Clubs Handbook, Section 4.1.1. states that the CSA Clubs Conduct Tribunal is responsible for reviewing accreditation status of a CSA accredited club to deem whether a student club's accreditation status or club privileges, including use of space on campus, club space, access to PDRs/funding, collection of student fees, will be revoked, denied and/or subject to any limitations; and

WHEREAS Appendix F – Clubs Handbook, Section 4.3.2. states that the Tribunal will be composed of the Vice President Student Experience and two (2) Directors to be appointed by the Board of Directors.

RESOLVED that the following two (2) Directors be appointed to CSA Clubs Conduct Tribunal for the remainder of the 2021-2022 academic year:

Leilani Rocha
Isha Maharaj

Moved: Lisa Kazuhara, VP Academic
Seconded: Maya Persram

VP Academic Lisa Kazuhara motivated on behalf of VP Student Experience Sara Kuwatly, who was unable to attend the meeting. She shared that this committee will be super low commitment and will only meet on a as-need basis. Currently, they have two clubs whose status need to be reviewed. They will likely be able to wrap up the two issues in 2 or 3 meetings.

Motion carried.

9.10.2 APPOINTMENT: Appoint Directors to the Policy & Bylaw Review Committee

WHEREAS Appendix A – Internal CSA Policy, Section 2.6.1 outlines the responsibilities of the Policy and Bylaw Review Committee (PBRC) which include soliciting input from members of the CSA and the CSA Board of Directors relating to the CSA bylaws and

policies, developing draft bylaws and policies for the CSA Board of Directors' consideration, and to regularly review existing CSA Bylaws & Policies;

WHEREAS Appendix A – Internal CSA Policy, Section 2.6.2 states that any member of the CSA and/or member of the CSA Board of Directors may be a member of the PBRC;

WHEREAS 2.6.3 (c) states that PBRC quorum shall be three ratified members, one of which must be a Director of the CSA; and

WHEREAS PBRC has had difficulties achieving quorum for some meetings during the fall of 2021 and would benefit from having and increased number of Directors on the committee in order to more regularly meet quorum.

RESOLVED that the following Directors be appointed to the Policy & Bylaw Review Committee (PBRC) for the remainder of the 2021-2022 academic year:

Joshua Vito

Moved: Isha Maharaj
Seconded: Nicole Walker, President

President Nicole Walker shared that PBRC usually meets 3-4 times a semester, and they do some subcommittee work. This work is really important for the organization and the future of it, it is a way to really help the organization, and you can help motivate for change if you are not happy with policies. She encouraged folks to volunteer.

Motion carried.

9.10.3 APPOINTMENT: Appoint Director to the Guelph Centre for Urban Organic Farming Stakeholder Advisory Group

WHEREAS the Guelph Centre for Urban Organic Farming Stakeholder Advisory Group (GCUOF) provides strategic advice for major decisions and overall direction of the Guelph Centre for Urban Organic Farming ('Farm'), including farm educational & research program priorities, infrastructure improvements, and land use;

WHEREAS membership of GCUOF includes a 'CSA Student Representative appointed by the CSA Executive'; and

WHEREAS the CSA Executive Committee recommends Director Isha Maharaj based on her interest in participating on the committee, and her knowledge in organic farming.

RESOLVED that Isha Maharaj be appointed to the Guelph Centre for Urban Organic Farming Stakeholder Advisory Group (GCUOF) for the remainder of the 2021-2022 academic year, effective immediately.

Moved: Shilik Hamad, VP External
Seconded: Maya Persram

VP External Shilik Hamad shared she doesn't get a lot of opportunities to appoint people to Committees, but she thought Isha Maharaj was great for this role with her background in the field and she wishes her all the best.

Motion carried.

9.11 Business

9.11.1 Separation of Appendix A – Internal CSA Policy

Notice of this motion was provided at the October 13, 2021, CSA Board Meeting.

WHEREAS the Policy & Bylaw Review Committee (PBRC) carefully reviewed the separation of Appendix A – Internal CSA Policy into three distinct appendices over a series of meetings beginning in early 2021 and recommends forward the following to the CSA Board of Directors for consideration.

RESOLVED that:

c) The separation of Appendix A – Internal CSA Policy into Appendix A – Executive Portfolios, Appendix D – CSA Committees, and Appendix J – Internal CSA Policy as presented in the October 13, 2021 Board Package.

d) Bylaw 1- Organizational, Section 8.1 be updated to reflect the Standing Committees classification as identified in the proposed Appendix D – CSA Committees:

'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)
f) Accessibility Committee
g) Capacity, Analysis, and Planning Committee (CAPCOM)'

Moved: Nicole Walker, President
Seconded: Shilik Hamad, VP External

President Nicole Walker shared this has been an ongoing process, and has included multiple Executive. She shared that lots of heavy lifting has been done by the Policy & Transition Manager who has done a fabulous job. He created sections for committees and did a super great job at explaining the different committees and separating and organizing them.

Roll Call Vote:
Member Alyssa Ahmed: **Yea**
Member Amanda Conibear: **Yea**
Member Anton Naim Ibraim: **Yea**
Member Ariel Oleynikov: **Yea**
Member Bella Harris: **Yea**
Member Isha Maharaj: **Yea**
Member Joshua Vito: **Yea**
Member Laura Wilson: **Yea**
Member Leila Stevens: **Yea**
Member Leilani Rocha: **Yea**
Member Lily Taylor-Stackhouse: **Yea**
Member Maya Persram: **Yea**
Member Valeria Telles: **Yea**

Motion carried.

9.12 New Business

9.12.1 Outsource Hiring of the Office Manager & Executive Support Staff Position

NOTICE

WHEREAS the CSA received notice on Friday, October 22, 2021 that the Office Manager & Executive Support position will become vacant beginning on November 15, 2021;

WHEREAS the hiring of the Office Manager & Executive Support staff member in a timely manner is integral to maintaining normal CSA operations and leadership for Front Office staff;

WHEREAS Section 4.0 of Appendix C - Human Resources Policy prescribes the process by which the CSA hires full-time staff, which does not allow for external organizations to perform hiring processes on behalf of the CSA; and
WHEREAS outsourcing the hiring of a Business Office staff member during the Summer 2021 semester provided a list of quality candidates in a timely manner, and resulted in successfully filing the position with a quality candidate.

RESOLVED that:

c) Appendix C – Human Resources, Section 4.0 Hiring, which requires that all staff be hired within a CSA administered process, be suspended for filling the Office Manager & Executive Support staff member vacancy.

d) BDO Canada, an external agency, be engaged to conduct the hiring of a replacement for the Office Manager & Executive Support staff member.

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

MOTION to call a special meeting of the Board of Directors to discuss and vote on this topic only be held on Wednesday, November 3, 2021 at 6:00pm, on Microsoft Teams.

Moved: Nicole Walker, CSA President
Seconded: Maya Persram

President Nicole Walker shared that to have an effective and efficient hiring process, they are looking to start the hiring process as soon as possible. However, she shared they cannot do that without suspending their policies, which is why they wish to call an emergency Board Meeting.

MOTION to move into **Committee of the Whole** at 7:20pm.

Moved: Joshua Vito
Seconded: Nicole Walker, President

Motion carried.

Committee of the Whole now in progress

President Nicole Walker requested a Straw Poll for Monday, Tuesday, and Thursday at 6pm, to see which day would work to have the Emergency Board Meeting.

Recommendation from this Committee of the Whole is to have the Emergency Board Meeting on Monday November 1, 2021.

MOTION to adjourn this **Committee of the Whole** meeting at 7:29pm.

Moved: Maya Persram
Seconded: Shilik Hamad, VP External

Motion carried.

Committee of the Whole now completed

MOTION TO AMEND the special Board Meeting to Monday November 1, at 6pm.

Moved: Nicole Walker, President
Seconded: Isha Maharaj

Motion to amend carried.

AMENDED MOTION to call a special meeting of the Board of Directors to discuss and vote on this topic only be held on Monday, November 1, 2021 at 6:00pm, on Microsoft Teams.

Moved: Nicole Walker, President
Seconded: Maya Persram

Amended Motion carried.

MOTION to adjourn the CSA Board of Directors Meeting # 9 of October 27, 2021, at 7:36 pm.

Moved: Shilik Hamad, VP External
Seconded: Nicole Walker, President

VP External Shilik Hamad shared the Executives are hoping to go assist VP Student Experience Sara Kuwatly in running Sexy Bingo and they are hoping to end the meeting early so that they can help her.

Motion carried.

9.13 Announcements

No announcements for tonight as the meeting was adjourned before 9.13 Announcements.

9.14 In Camera Session

No in camera session as the meeting was already adjourned.

9.15 Adjournment

Meeting adjourned at 7:36pm (see above for motion).

Approved by the Board of Directors	November 10, 2021
Cameron Olesen, Board Chair	
Signature	Date November 22, 2021
Pete Wobschall, Policy and Transition Manager	

Signature	Date
	November 11, 2021