MINUTES
Board of Directors Meeting # 9A
November 1, 2021 – 6:00 pm
Microsoft Teams

Attendance for November 1, 2021, Board of Directors Meeting #9A:

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	Present	
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		
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		
Samantha Ogbeiwi	College of Social and Applied Human Sciences - Student Alliance		
Quinton Stummer	Lang Students' Association	Present	
Hudson Bell	Student Federation of the Ontario Agricultural College		
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		

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)	Present	
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	Present	
Executive (Ex-officio, non-voting)		**Present / Regrets**	**Arrived / Departed**
Nicole Walker	President	Present	
Sara Kuwatly	Vice President Student Experience	Present	
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:

9A.3.1 Outsource Hiring of the Office Manager & Executive Support Staff Position

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.

Motion carried.

Agenda – November 1, 2021:

9A.0 **Call to Order**
9A.1 **Adoption of the Agenda**
9A.1.1 Approve the Agenda
9A.2 **Comments from the Chair**
9A.2.1 Introductions and Pronouns
9A.2.2 Declarations of Conflicts
9A.3 **Business**
9A.3.1 Outsource Hiring of the Office Manager & Executive Support
9A.4 **New Business**
9A.4.1
9A.5 **Announcements**
9A.6 ***In Camera* Session**
9A.7 **Adjournment**

Minutes – November 1, 2021:

9A.0 Call to Order

The meeting is called to order at 6:02 pm.

9A.1 Adoption of the Agenda

9A.1.1 Approve the Agenda

MOTION to approve the agenda

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

Motion carried.

9A.2 Comments from the Chair

Chair Cameron Olesen shared that there is only one item of business for tonight as this is an emergency meeting.

9A.2.1 Introductions and Pronouns

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

9A.2.2 Declarations of Conflicts

No conflicts were declared.

9A.3 Business

9A.3.1 Outsource Hiring of the Office Manager & Executive Support Staff Position

Notice of this motion was provided at the October 27, 2021, Board Meeting.

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.

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

President Nicole Walker shared that the CSA recently used a similar process and had a successful hiring process with the third Business Office position. She shared that BDO Canada will do the preliminary screening of applicants for the CSA and will then provide a list with screened candidates to the CSA who will then conduct interviews. She shared this process has worked really well before and they are confident it will be a positive experience again. She shared that the CSA would like to expedite the hiring to have a successful candidate.

Motion carried.

9A.4 New Business

No new business for tonight.

9A.5 Announcements

No announcements for tonight as the meeting was adjourned before 9A.5 Announcements.

9A.6 *In Camera* Session

No in camera session.

9A.7 Adjournment

MOTION to adjourn the CSA Board of Directors Meeting # 9A November 1, 2021 at 6:15pm.

Moved: Maya Persram
Seconded: Leila Stevens

Motion carried.

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