



Fall 2025 CSA AGM

Agenda Package Supplemental

**Annual Policy Revisions as
Approved by the CSA Board of
Directors**

POLICY SUPPLEMENTAL
CSA AGM 2025-2026
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The following document contains the policy amendment motions as approved by the Board of Directors and accompanying policy documents as applicable for the policy amendments being received by the CSA Membership at the CSA 2025-2026 Annual General Meeting. The list of policy amendments is as follows:

Appendix C – Human Resources Policy

- a) Section 9, 10, and 11 (Staff Evaluation, Salary & Benefits, Vacation) – April 7, 2025

Appendix D – CSA Committees

- a) Section 3.14 (Committee Minutes) – April 7, 2025
- b) Section 9 (Accessibility Committee) – September 25, 2025
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Appendix G – Electoral Policy

- a) Section 3.2 (Membership and Meetings) – April 7, 2025
- b) Section 9 (Referendum Question Petition Collection) – August 27, 2025

CSA Rules of Order

- a) Section 1 (Quorum for CSA Board of Director Meetings) – July 2, 2025

Motion

Board of Directors Meeting # 18
April 7, 2025



Item 18.11.2

Amendment to Appendix C (HR Policy) re. PBRC

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion was provided at the Board meeting on April 2, 2025.

MOTION: to adopt the attached amendments to Appendix C (HR Policy) Section 9 (Staff Evaluation), Section 10 (Salary and Benefits), and Section 11 (Vacation), as recommended forward by the Policy & Bylaw Review Committee.

Moved: Nate Broughton, President

Seconded:

Appendix C Human Resources Policy

9.0 Staff Evaluation [CURRENT POLICY]

9.1

The focus of the staff evaluation process is on employee development. It is intended to be an opportunity to review performance against pre-determined performance standards and to set action plans that will promote employee development and improved performance.

9.2

During the first two weeks of employment, the Human Resources & Services Manager will co-ordinate the distribution of the staff evaluation form to each staff member. Staff members will fill out applicable sections of the form and submit the form to the Human Resources & Services Manager. The Human Resources & Services Manager will ensure that all staff evaluations are completed within the three-month probationary period.

9.3

Staff evaluation forms must be completed and received by the respective supervisors by the end of January. All staff evaluations will be reviewed by the Human Resources & Services Manager and Policy & Transition Coordinator, who may endorse the recommendations of the supervisor, or make additional recommendations as he/she sees fit

9.4

Two copies of the evaluation and any arising recommendations are to be made. One is to be given to the employee, and the other to remain in the employee's Personal Record.

RECOMMENDED POLICY

9.0 Staff Evaluation

9.1 (no change to this bullet)

The focus of the staff evaluation process is on employee development. It is intended to be an opportunity to review performance against pre-determined performance standards and to set action plans that will promote employee development and improved performance.

9.2

During the first four weeks of employment, Executive Supervisors (or designate) must meet with respective staff members to review the customized staff evaluation template for the position.

9.3

Staff evaluation forms must be completed by the Supervisor (or designate) and reviewed with the staff member no later than the end of the third month of regularly scheduled hours.

9.4

The President must ensure that all staff evaluations are completed within the probationary period and a copy included in the employee's staff file.

9.5

Should performance issues be identified, Executive Supervisors (or designate) must work with a member of the HR Support Team to ascertain next steps. Any decision to terminate employment within the probationary period must be fully documented and presented together with a member of the HR Support Team to the President for approval.

10.0 Salary and Benefits [CURRENT POLICY]

10.1

Salary ranges and individual rates of pay for each CSA position shall be determined in accordance with the budget limits, qualifications required, and prior salary ranges for that position. Employment equity is to be maintained according to the directives of the province of Ontario.

10.2

The Staff Representatives and the CSA Finance Committee shall meet annually during the setting of the following year's budget in order to discuss and make recommendations for global percentage salary increases, which shall take effect at the beginning of the following fiscal year or at the filling of any position by a new employee.

10.3

Individual salary increases over and above the annual global percentage increase may be granted in circumstances where the employee's performance demonstrably merits such action. It is the employee's immediate supervisor's responsibility to make recommendation for a salary increase to the Executive Committee. The recommendation must be supported by written justification including the employee's performance evaluation. All such increases are to be within the set salary range of each position unless significant changes in the job description have taken place.

10.4

Benefits for full-time contract and full-and-part-time permanent staff include transportation subsidies (e.g. parking stickers for staff who regularly drive to the university in their own vehicle); access to Health Plan coverage; legislated benefits including Unemployment Insurance and Canada Pension Plan.

10.5

Salary payment will be made bi-weekly with appropriate tax, EI, and CPP deductions

10.6

Permanent full-time permanent part-time, full-time contract employees, as well as the elected Executives are eligible for a lump payment equal to a percentage of their annual salary as a contribution towards either a retirement plan or education plan, of their choice. The percentage shall be determined as follows:

1-2	years of service	3%
3-4	years of service	4%
5-6	years of service	5%
7-8	years of service	6%
9-10	years of service	7%
11-12	years of service	8%
13-14	years of service	9%
15 +	years of service	10%

10.7

In the event that CSA part-time contract positions are not filled by students eligible for the student health and dental plans, they shall be eligible for the employee health plan and shall be notified accordingly.

RECOMMENDED POLICY

10.0 Salary and Benefits

10.1

Wage recommendations for the following year's budget shall be drafted by the Business Manager, in consultation with the President, and reviewed by the CSA Finance Committee at the last Finance Committee meeting of the Fall Semester. Wage recommendations must include the base hourly rate for Bullring part-time employees and CSA part-time employees, and the annual salary for full-time contract positions and Executive members. Final wage recommendations are to be brought forward at the first board meeting of the winter semester for approval by the CSA Board of Directors.

10.2

Salary ranges and individual rates of pay for permanent staff positions shall be determined by the President and Business Manager in accordance with budgetary limits, qualifications required, and prior salary ranges for that position. Employment equity is to be maintained.

10.3

Annual wage increases for permanent staff members are determined by the President and the Business Manager in accordance with budgetary limits, and must consider comparative levels of responsibility, and changes to the job description

10.4

Wage and salary payments will be made bi-weekly with appropriate tax, EI, and CPP deductions.

10.5

Permanent, full-time contract staff, and Executive members are entitled to:

10.5.1 CSA provided semesterly bus pass or a CSA provided parking pass,

10.5.2 Paid access to the Employee Health and Dental Plan,

10.5.3 Lump payment equal to a percentage of their annual salary as a contribution towards either a retirement plan or education plan, of their choice. The percentage shall be determined as follows:

1-2	years of service	3%
3-4	years of service	4%
5-6	years of service	5%

7-8	years of service	6%
9-10	years of service	7%
11-12	years of service	8%
13-14	years of service	9%
15 +	years of service	10%

11.0 Vacation [CURRENT POLICY]

11.1.2 Permanent and executive employees will accumulate vacation days according to the following schedule for completed years of service:

Years of Service	Vacation Time	Vacation Pay
< 1 year	-	4%
1-5 years	10 days	4%
6-10 years	15 days	6%
11-15 years	20 days	8%
16+ years	25 days	10%
All vacation time and pay will be pro-rated to start date		

RECOMMENDED POLICY

11.1.2 Permanent and executive employees will accumulate vacation days according to the following schedule for completed years of service:

Years of Service	Vacation Time	Vacation Pay
< 1 year	-	4%
1-2 years	10 days	4%
3-4 years	12.5 days	5%
5+ years	15 days	6%
All vacation time and pay will be pro-rated to start date		

11.1.4 (NEW)

Permanent, executive, and full-time contract employees will be paid their usual and customary wages during the Winter Break. The Winter Break begins the first business day after fall exams conclude and ends on the last business day before winter classes commence.

Motion

Board of Directors Meeting # 18
April 7, 2025



Item 18.11.3

Amendment to Appendix D (Committees) re. PBRC

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion was provided at the Board meeting on April 2, 2025.

MOTION: to adopt the attached amendment to Appendix D (Committees) Section 3.14 (Committee Minutes), as recommended forward by the Policy & Bylaw Review Committee.

Moved: Nate Broughton, President

Seconded:

Motion

Board of Directors Meeting # 18
April 7, 2025



3.14 Committee Minutes

3.14.1 Standing Committees

- a) All Standing Committees of the CSA shall take minutes at each one of its respective meetings to be approved by the committee at a subsequent meeting.
- b) All minutes shall be submitted to the Policy & Transition Coordinator for the purpose of archiving and submission to the Board of Directors to receive as information. and making minutes available to the general membership via the CSA website.
- c) Minutes from the final meeting of the academic year may be approved by the committee via email to ensure timely submission to the Board of Directors.

Motion

Board of Directors Meeting # 7
September 25, 2025



Item 7.11.1

Amendment to Appendix D (Committees) re. Accessibility Committee

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion was provided at the Board meeting on September 10, 2025.

MOTION: to adopt the attached amendments to Appendix D (Committees) Section 9, as recommended by the Policy & Bylaw Review Committee.

Moved: William Coleman, VP Academic

Seconded:

CURRENT Terms of Reference

9.0 Accessibility Committee *(formerly the Accessibility Working Group - AWG)*

9.1 Preamble

Those with disabilities face additional barriers to participation in the CSA and this is not always recognized or understood by those who do not identify as having a disability. Barriers to accessibility can be visible and invisible, tangible and intangible, and perceived or real. They occur in all aspects of the CSA including Board meetings, services, bylaws and policies, events, and space.

9.2 Mandate

The Accessibility Committee will act as a forum for discussing and promoting accessibility for persons with disabilities within the CSA.

- 9.2.1** To act as a resource for accessibility within the organization.
- 9.2.2** To promote the development of critical disabilities assessment within the CSA.
- 9.2.3** To examine all aspects of the CSA, including but not limited to, bylaws and policies, operations, space, meetings and events for accessibility barriers.
- 9.2.4** To explore and deconstruct all real and potential barriers within the CSA.
- 9.2.5** To promote the reduction of the stigma surrounding disabilities.
- 9.2.6** To promote broader understanding of the experiences of students with disabilities.
- 9.2.7** To promote an accessible environment for all members of the CSA.
- 9.2.8** To discuss the experiences of members with disabilities.
- 9.2.9** To ensure that all CSA bylaws and policies become, and continue to be, accessible for all members.
- 9.2.10** To make recommendations to the appropriate CSA Executive, staff, committees to reduce barriers within their areas of responsibility.
- 9.2.11** To uphold and promote the Declaration of the Rights of Students with Disabilities.

9.3 Membership

- 9.3.1 Membership is comprised of the Vice President Academic (Chair), Students, CSA Staff, and CSA Board Members.
- 9.3.2 Membership lists will not be made public outside of the Accessibility Committee.
- 9.3.3 Membership is intended for, but not restricted to, individuals who self-identify as having a disability or who have encountered barriers to participation in the CSA.

9.4 Responsibilities of Members

9.4.1 General Members

- a) To uphold the mandate of the Accessibility Committee.
- b) To maintain the confidentiality of the membership.
- c) To appoint a Vice-Chair from the membership.

9.4.2 Chair

- a) Vice President Academic will be the Chair.
- b) Responsible for meeting facilitation.
- c) Responsible for acting as a primary contact for the group.
- d) To act as a liaison to the greater CSA and university community.
- e) Responsible for executing the decisions made by the Accessibility Committee.
- f) To act in the best interests of the group.
- g) To act as a moderator and uphold a safe space for meetings.
- h) Responsible for ensuring that the appropriate avenues of recruiting volunteers are explored.
- i) To be aware of diverse abilities of students on campus/ educate yourself.

9.4.3 Vice-Chair

- a) Act as an assistant to the Chair.
- b) In the absence of the Chair take up the responsibilities of the group.
- c) Be comfortable disclosing publicly that they are a member of the Accessibility Committee.

9.5 Removal of Members

Recognizing that the Accessibility Committee needs to be a safe space for all participants, the group may come to the decision that a member is compromising this and the mandate of the committee.

- 9.5.1** If a member feels that another member is creating an unsafe space, they should speak to the Chair or Vice Chair
- a) The Chair and the Vice Chair will meet with the member in question.
 - b) If the member fails to demonstrate a renewed commitment to the committee and its safe space, the Chair and or Vice Chair will request that they withdraw their participation from the committee.
 - c) Members can be removed immediately by the Chair and Vice-Chair for violation of Section 9.4.

9.6 Meetings

Potential members who are a threat to the confidential nature or safe space of the Accessibility Committee will not be allowed to participate. This decision is made in confidence by the membership.

- 9.6.1** Meetings are to be scheduled regularly or with 48 hours advance notice of emergency meetings.
- 9.6.2** No specific quorum for meetings is set, however proper notice of scheduled meetings must be adhered to.
- 9.6.3** The Chair will be responsible for compiling a summary of business transacted at meetings:
- a) Minutes of the Accessibility Committee will be kept on file in the Vice President Academic's Office and available by request.
 - b) Names of members or attendance lists will not be kept in the minutes. Nothing that could personally identify members shall be included in the record.
- 9.6.4** The Accessibility Committee will work on a consensus-based model where possible. When the group cannot reach consensus, an anonymous ballot vote will be held. The Chair may vote.
- 9.6.5** The Accessibility Committee will strive to create and uphold a safe space for all participants:
- a) A safe space consists of an environment that allows students of all abilities to be able to express themselves in a way that allows them

not to feel oppressed by their abilities.

- b) A safe space is a place to allow students to feel more comfortable participating fully in the committee.
- c) Every effort must be made to ensure that meetings are held in a room that is conducive to maintaining the safety of members.

9.6.6 Agenda items will be emailed to the Chair. Agendas will be sent to all members 24 hours prior to the meeting.

9.7 Reports

9.7.1 The Chair will submit a report to the CSA Board of Directors at the end of each semester.

9.7.2 The report must include:

- a) Overview of membership, without listing names of participants.
- b) Timeline of activities.
- c) Selected highlights of agenda items and group initiatives.
- d) Future work for the next semester.

9.7.3 Reports must not include specific membership lists and will adhere to the confidentiality policies of the Accessibility Committee.

9.7.4 All reports must be approved by the membership before submission to the Board.

DRAFT

9.0 Accessibility Committee

9.1 Preamble

Those with disabilities face additional barriers to participation in the University and this is not always recognized or understood by those who do not identify as having a disability. Barriers to accessibility can be visible and invisible, tangible and intangible, and perceived or real. They occur in all aspects of student life including services, clubs, bylaws and policies, events, and student space.

9.2 Purpose

The Accessibility Committee will act as both a forum for discussing and promoting accessibility for persons with disabilities within the CSA, and as an advocacy group on concerns related to accessibility across the University.

9.2.1 Internal Responsibilities

- a) To act as a resource for accessibility within the organization.
- b) To make recommendations to the appropriate CSA Executive, staff, committees and/or the Board of Directors to reduce barriers within their areas of responsibility.
- c) To ensure that all changes to CSA bylaws and policies take into account accessibility of services and experiences of students with disabilities.
- d) To examine all aspects of the CSA, including (but not limited to) bylaws and policies, service delivery, student space, meetings and events for opportunities to improve accessibility.

9.2.2 External Advocacy

- a) To discuss and advocate for action based on the experiences of members with disabilities.
- b) To promote and take action to advance the reduction of the stigma surrounding disabilities.
- c) To ensure adequate representation of student with disabilities on University committees (e.g., Inclusive Space Sub-Committee).

- d) To conduct and advise research related to campus accessibility and the experiences of students with disabilities.

9.2.3 Education

- a) To promote and take action to create an accessible environment for all members of the CSA.
- b) To promote broader understanding of the experiences of students with disabilities.
- c) To promote the Declaration of the Rights of Students with Disabilities in discussions across campus.

9.3 Membership

9.3.1 Membership

Membership will consist of:

- the Vice-President (Academic);
- 2-3 Directors appointed by and from the Board;
- 2-3 General Members of the CSA in good standing as per the requirements in Bylaw 1, Section 2.1;
- 1 CSA Staff member or additional Executive.

9.3.2 Confidentiality of Membership

Membership lists will not be made public outside of the Accessibility Committee.

9.3.3 Students with Disabilities

Membership should prioritize (but is not restricted to), individuals who self-identify as having a disability or who have encountered barriers to participation in the CSA.

9.3.4 Application Process

Interested Staff or General members must apply in writing to the Chair, including a 150-word statement outlining their interest in being a part of the Committee.

- A call for staff and general members will be circulated before the end of September.
- Applications by staff and general members submitted will be reviewed by the Chair and any Directors appointed to the Committee to ensure members' commitment to the purpose and responsibilities of the Committee.

9.4 Responsibilities of Members

9.4.1 General Members

- a) To uphold the mandate of the Accessibility Committee.
- b) To maintain the confidentiality of the membership.
- c) To uphold the Declaration of the Rights of Students with Disabilities in all decisions.

9.4.2 Chair (VP Academic)

- a) Responsible for meeting facilitation.
- b) Responsible for acting as a primary contact for the group.
- c) To act as a liaison to the greater CSA and university community.
- d) Responsible for executing the decisions made by the Accessibility Committee.
- e) To act in the best interests of the group.
- f) To act as a moderator and uphold a safe space for meetings.
- g) Responsible for recruitment of general members to the Committee.
- h) To educate themselves about and be aware of the diverse abilities of students on campus.

9.5 Removal of Members

Recognizing that the Accessibility Committee needs to be a safe space for all participants, the group may come to the decision that a member is compromising this and the mandate of the committee.

9.5.1 Grounds

Grounds for removal of a member from the Committee may include:

- a) Breach of the confidentiality rules established for the Committee.
- b) Violations of members' responsibilities under section 9.4.
- c) Conduct that is contrary to the Committee's established Code of Conduct.

9.5.2 Procedure

If a member feels that another member is creating an unsafe space, they should speak to the Chair.

- a) The Chair will meet with the member in question.
 - If the Chair is the member in question, concerns should be directed to the President.
- b) For Staff or General members, the Chair and any Directors appointed to the Committee may make a recommendation to the remaining members that a member be removed from the Committee.
- c) For Directors, the Chair may make a request to the Board, on behalf of the Committee, that a member be removed from the Committee.

9.6 Meetings

9.6.1 Scheduling

Meetings are to be scheduled regularly or with 48 hours advance notice of emergency meetings.

9.6.2 Quorum

Quorum for meetings shall be 4 members, including the Chair.

9.6.3 Minutes

The Chair will be responsible for ensuring that minutes are taken for each meeting by a member of the Committee.

- a) Minutes of the Accessibility Committee will be regularly submitted to the Board, and a copy will be kept on file by the Office of the Vice-President, Academic.
- b) Names of members or other personally identifiable information will not be kept in the minutes.
- c) For the purpose of member accountability, a separate and confidential attendance record will be retained by the Office of the Vice-President, Academic.

9.6.4 Voting

The Accessibility Committee will work on a consensus-based model where possible. When the group cannot reach consensus, a secret ballot vote will be held. The Chair may vote.

9.6.5 Safe Space

The Accessibility Committee will strive to create and uphold a safe space for all participants:

- a) A safe space consists of an environment that allows students of all abilities to be able to express themselves in a way that allows them not to feel oppressed by their abilities.
- b) A safe space is a place to allow students to feel more comfortable participating fully in the committee.
- c) Every effort must be made to ensure that meetings are held in a room that is conducive to maintaining the safety of members.

9.6.6 Agenda Distribution

Agenda items will be emailed to the Chair. Agendas will be sent to all members at least 48 hours prior to the meeting.

9.7 Reports

9.7.1 Annual Report

The Chair will submit an annual report to the CSA Board of Directors at the end of the Winter semester.

9.7.2 Report Contents

The report must include:

- a) Timeline of activities.
- b) Selected highlights of agenda items and group initiatives.
- c) Future work for the next semester.

9.7.3 Confidentiality

Reports must also adhere to the confidentiality policies of the Accessibility Committee.

9.7.4 Final Approval

Appendix D CSA Committees



All reports must be approved by the membership before submission to the Board.

Motion

Board of Directors Meeting # 7
September 25, 2025



Item 7.11.2

Amendments to Appendix D (Committees) re. PBRC

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion was provided at the Board meeting on September 10, 2025.

MOTION: to adopt the attached addition to Appendix D Section 3.5 and amendment to Appendix D Section 14.2.1, as recommended by the Policy & Bylaw Review Committee.

Moved: William Coleman, VP Academic

Seconded:

Motion

Board of Directors Meeting # 7
September 25, 2025



3.5 Composition

In cases of Executive vacancies, alternate Executive Members will be assigned to fulfill the committee responsibilities of the vacant position, by vote of the Executive Committee. The selected Executive will assume responsibility for all listed duties of the vacant Executive position within the Terms of Reference for the committee.

14.0 Statement Making Committee

14.2 Membership and Formation

14.2.1 Membership of the Statement Making Committee will be organized by the Vice President External and ratified by the Board of Directors ~~no later than the second Board meeting of the fall Semester.~~ at the first meeting of the summer semester. The Vice-President External will be responsible for prompting the call-out for general members for the upcoming academic year in the winter semester.

Motion

Board of Directors Meeting # 18
April 7, 2025



Item 18.11.6 Amendment to Appendix G (Electoral) re. PBRC

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion was provided at the Board meeting on April 2, 2025.

MOTION: to adopt the following amendment to Appendix G (Electoral) Section 3.1 (Membership and Meetings) as recommended forward by the Policy & Bylaw Review Committee.

Moved: Nate Broughton, President

Seconded:

Motion

Board of Directors Meeting # 18
April 7, 2025



3.0 Elections and Referendum Committee

3.1 Membership and Meetings

- 3.1.1 Membership of the committee shall consist of the President, Policy & Transition Coordinator, CRO, ARO, and two Directors. If the President is a candidate in the General Elections, another the Executive chosen to supervise the Elections Office will be selected a member of the Committee. If all Executive Officers are running for election, there will be no Executive Officers ratified to the Committee.

Motion

Board of Directors Meeting # 5

August 27, 2025



Item 5.11.5

Amendment to Appendix G (Electoral) re. PBRC

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion was provided at the Board meeting on July 23, 2025.

BE IT RESOLVED to adopt the attached amendment to Appendix G (Electoral) Section 9 (Referendum Question Petition Collection), as recommended by the Policy & Bylaw Review Committee.

Moved:

Seconded:

Motion

Board of Directors Meeting # 5

August 27, 2025



9.3.2 Petition collection forms must be signed by no less than 1000 members or 5% ~~10%~~ of the membership to which the proposed fee/or question would apply, whichever is fewer.

Motion

Board of Directors Meeting # 3
July 2, 2025



Item 3.11.7

Amendment to CSA Rules of Order re. CEPS Restructuring

Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.

Notice of this motion was provided at the Board meeting on June 11, 2025.

WHEREAS the University Senate has approved a proposal to transition the College of Engineering and Physical Sciences into two new colleges effective July 1, 2025; and

WHEREAS this transition requires amendments to the composition of the CSA Board of Directors and therefore our Rules of Order;

BE IT RESOLVED to adopt the attached amendments to the CSA Rules of Order, Section 1 (Quorum for CSA Board of Director Meetings).

Moved: Nate Broughton, President

Seconded:

1.0 Quorum for CSA Board of Director Meetings

1.1 Counting Towards Quorum

- 1.1.1 To be counted towards quorum at the Board of Director Meetings, a Board Member must have the right to vote.
- 1.1.2 For an elected “At-Large” representative Board Member to be counted towards quorum, the election results confirming their election must be ratified at the Board of Director Meeting following the close of the Auditing/Recounting process.
- 1.1.3 For an appointed College government and/or Student Organization Board Member to be counted towards quorum, they must be ratified at a Board of Director Meeting.

1.2 Fall and Winter Terms

- 1.2.1 Quorum shall be half of the total number of voting members of the Board of Directors as a whole, only in such instances as when all of the Board of Director positions are filled and appointed.
- 1.2.2 The Board of Directors as a whole consists of ~~35~~ 37 Board Member positions. Of these ~~35~~ 38 Board Member positions, ~~34~~ 33 positions hold the right to vote. Therefore, as per point 1.2.1, quorum would be ~~16~~ 17 members (~~rounding-up~~) if all Board Member positions are filled and appointed.
- 1.2.3 In situations where not all of the elected positions on the Board are filled (i.e. At-Large representatives) and/or not all of the appointed positions (i.e. College governments and Student Organizations) are known to the Policy & Transition Coordinator (PTC), quorum shall be half of the total filled and known voting Board Member positions. For example, if 17 voting Board Member positions are filled and appointed, quorum will be nine voting Board Members (rounding up to the nearest whole number). At all times, quorum must be a minimum of three members.
- 1.2.4 The Board of Directors as a whole consists of ~~35~~ 37 Board Member positions. Of these ~~35~~ 37 Board Member positions, four positions consist of the Executive Officers of the CSA. These Executive Officers are the President, Vice President Student Experience, Vice President Academic and Vice President External.

The Executive Officer positions are hierarchical, non-voting members of the Board of Directors. Their roles provide vital insight to the Board on operational matters and structural issues, and they can speak to effects of decisions made by the Board on the CSA, its staff, volunteers and services. They also provide reports and recommendations to the Board. It is essential for Board of Director Meetings to have these individuals present at meetings. As a result, to be included in quorum as per point 1.2.1, at least two Executive Officers must be in attendance, one of which must be the President. When the President is unable to attend, all three Vice Presidents must be present to meet quorum.

1.2.5 In the event of an Executive Officer position becoming vacant, a majority of filled Executive Officer positions are required to meet quorum.

1.2.6 Proxies or alternates shall not be allowed for quorum or for voting.

1.3 Summer Term

1.3.1 Quorum during the Summer Term, as defined as May 1st through to August 31st, shall be a third of the total number of voting members of the Board of Directors as a whole, only in such instances as when all of the Board of Director positions are filled and appointed.

1.3.2 The Board of Directors as a whole consists of ~~35~~ 37 Board Member positions. Of these ~~35~~ 37 Board Member positions, ~~34~~ 33 positions hold the right to vote. Therefore, as per point 1.3.1, quorum would be ~~ten~~ 11 members (rounding to the nearest whole number) if all Board Member positions are filled and appointed.

1.3.3 In situations where not all of the elected positions on the Board are filled (i.e. At-Large representatives) and/or not all of the appointed positions (i.e. College governments and Student Organizations) are known to the Policy & Transition Coordinator (PTC), quorum shall be a third of the total filled and known voting Board Member positions. For example, if 17 voting Board Member positions are filled and appointed, quorum will be six voting Board Members (rounding to the nearest whole number). At all times, quorum must be a minimum of three members.

1.3.4 The Board of Directors as a whole consists of ~~35~~ 37 Board Member positions. Of these ~~35~~ 37 Board Member positions, four positions consist of the Executive Officers of the CSA. These Executive Officers are the President, Vice President Student Experience, Vice President Academic and Vice President External.