

AGENDA

Board of Directors Meeting # 4

August 26, 2026 – 6:00 pm



Agenda – August 26, 2026

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AGENDA

Board of Directors Meeting # 4

August 26, 2026 – 6:00 pm



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Motion

Board of Directors Meeting # 4
August 26, 2026



Item 4.2.1 (a) Approve the Agenda

MOTION: that the agenda for the CSA Board of Directors Meeting # 4 on August 26, 2026, be approved as printed and distributed.

Moved:

Seconded:

Item 4.2.1 (b) Amend the Agenda

MOTION TO AMEND:

Moved:

Seconded:

Item 4.2.1 (c) Approve the Amended Agenda

AMENDED MOTION: that the agenda for the CSA Board of Directors Meeting # 4 on August 26, 2026, be approved as amended with:

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Motion

Board of Directors Meeting # 4

August 26, 2026



Item 4.3.1

Ratify Student Federation of the Ontario Agricultural College Representative

MOTION: that Mikayla Eisses be ratified to the 2026-2027 CSA Board of Directors, effective immediately.

Moved:

Seconded:

Motion

Board of Directors Meeting # 4

August 26, 2026



Item 4.6 Executive Committee Minutes

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

Agenda Item #	Meeting #	Meeting Date
4.6.1	Meeting # 1	May 14, 2026
4.6.2	Meeting # 2	May 25, 2026
4.6.3	Meeting # 3	June 3, 2026
4.6.4	Meeting # 4	June 8, 2026
4.6.5	Meeting # 5	June 15, 2026
4.6.6	Meeting # 6	June 22, 2026
4.6.7	Meeting # 6a	June 22, 2026

Moved:

Seconded:

Minutes

Executive Committee Meeting (ECM)
Meeting #1 – May 14, 2026 – 11:00 am
CSA Boardroom



Members: Emilie Dudgeon (President, Chair), Sydney Hooper (VP Internal, Secretary), Kennedy McGregor (VP Academic), Ash Ames (VP External)

Regrets: None

Guests: None

1.0 Call to Order @ 11:28 am

2.0 Adoption of the Agenda

2.1 Approve the Agenda

The agenda was approved as presented.

2.2 Declarations of Conflicts

No conflicts were declared.

3.0 Comments from the Chair

There were no *Comments from the Chair*.

4.0 Approval of the Previous Executive Committee Minutes

N/A

5.0 Executive Updates

5.1 President

5.1.1 Committees

- Sustainability Action Fund: Ash and Emilie are currently working on setting up a meeting to learn about the Sustainability Action Fund and our roles on the Steering Committee. It has been confirmed that Emilie will attend the meetings as a non-voting member, while Ash will attend as a voting member.

5.1.2 Miscellaneous

- **Board Training:** Currently working to update all Board Training information in preparation for the Board Training meeting on May 20th.
- **O-Week:** Sorting out O-Week event submissions and continuing to work with the Promo Coordinator and VP Internal on planning all things O-Week.
- **UC:** The Collaborative Programming Support Services Agreement with the UC has officially been signed. Meetings have been scheduled for next week to discuss how this agreement will specifically impact O-Week planning and logistics.

5.2 VP Internal

Minutes

Executive Committee Meeting (ECM)
Meeting #1 – May 14, 2026 – 11:00 am
CSA Boardroom



5.2.1 Supervisory

- **Clubs:** Has held 2 informal check-ins with the Clubs Coordinator, Christine. Accreditation for clubs ends on May 17th but will likely be extended due to the new accreditation process. Other than updates on accreditation, meetings have been mostly about specific club issues that were not resolved by the 2026-2027 VPSE. Will be starting regular, more formal check-ins by the end of May.

5.2.2 Miscellaneous

- **Events:** Planning for O-week events are in full swing. To allow for more face-to-face student time during the Fall and Winter semesters, Sydney is striving to plan and book events for the entire academic year.

5.3 VP Academic

5.3.1 Supervisory

- **SHAC:** Had a short introductory meeting with SHAC team. Emmaline (SHAC Assistant 1) attended. Discussion with Emmaline covered upcoming training, Summer Flex Hours, outreach, and accessibility of SHAC services.

5.3.2 Committees

- **Degree Parchment Wrap Up:** The results of a recent survey to the student body were acknowledged as showing that students want their Major, Minor and Area of Concentration to be present on their degree upon graduation. University Administrators present were concerned about the logistics of all this information fitting on paper and acknowledged they would need to get through current stock before beginning to order new paper to print these more comprehensive degrees on. Kennedy voiced the importance of taking results and putting them into action, and that students are proud of their program and want to showcase their successes.
- **- Joint BUGS-BGS:** The results of a recent survey to the student body regarding having class averages, medians, and class size on transcripts were discussed. A motion was made to approve putting class averages on transcripts. Robust discussion regarding the results of the survey which showed overwhelming support for class averages on transcripts, but it was acknowledged that this could disproportionality impact equity-deserving groups. The motion was not passed, and class averages will not appear on transcripts at this time.
- **- BUGS:** Discussed a multitude of changes to various programs, both majors and minors. The Board recommended Senate approval

Minutes

Executive Committee Meeting (ECM)
Meeting #1 – May 14, 2026 – 11:00 am
CSA Boardroom



of the new Bachelor of Fine Arts in Music Theatre. The new minor in Dance was also approved to be recommended to Senate. The minor in Museum Studies was recommended to be deleted, and instead, the proposal to recommend to Senate that the Art History minor be renamed to a minor in Art History and Museum Studies. This was a result of low enrollment in Museum Studies, and an attempt to sustain enrollment in both minors by merging them into one. Students in a Museum Studies minor currently will be able to complete their degree, but they may have to substitute some classes for others.

5.3.3 Miscellaneous

- **Student Memorial Service:** Invitations to those who will be speaking have been sent. Beginning to gather information about the students being honoured and their loved ones. Researching costs associated with revamping the space.

5.4 VP External

5.4.1 Supervisory

- **Food Bank:** Ash to complete food safety training within the next few weeks in advance of food bank shifts

5.4.2 Committees

- **CFS-OEC:** Ash will be attending the Canadian Federation of Students Ontario Executive Committee meetings Friday and Saturday, May 15th – 16th.

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5.4.3 Miscellaneous

- **Transit:** Ash has started after-hours bus sales with additional after-hours appointments available from 6:00pm - 7:30pm.
- There have been complaints from students that they are being charged for the bus pass because they are in classes that are online but not marked as DE. Ash will be looking into this issue.
- **Town and Gown Committee:** Ash will be attending the first meeting of this term on May 19th.
- Going to be discussing aspects of university real estate, Ash to do more research in advance of meeting.

6.0 Business

6.1 Motions

MOTION: Adjust the start time of January 20, 2027, Board Meeting from 6:00 to 6:30, due to the room being booked until 6:00pm.

Minutes

Executive Committee Meeting (ECM)
Meeting #1 – May 14, 2026 – 11:00 am
CSA Boardroom



Moved: Sydney Hooper

Seconded: Kennedy McGregor

Motion Carried.

MOTION: Nominate Ash to be the Local 54 representative on the Ontario Executive Committee for the 2026-2027 term.

Moved: Kennedy McGregor

Seconded: Sydney Hooper

Motion Carried.

7.0 New Business

There was no *New Business*.

8.0 In Camera

There was no *in camera* session.

9.0 Adjournment @ 11:46 am

Next Meeting: May 25th, 2026

Minutes

Executive Committee Meeting (ECM)
Meeting #2 – May 25, 2026 – 1:00 pm
CSA Boardroom



Members: Emilie Dudgeon (President, Chair), Sydney Hooper (VP Internal, Secretary), Kennedy McGregor (VP Academic), Ash Ames (VP External)

Regrets: None

Guests: None

1.0 Call to Order @ 1:09 pm

2.0 Adoption of the Agenda

2.1 Approve the Agenda

Motion Carried

2.2 Declarations of Conflicts

No conflicts were declared.

3.0 Comments from the Chair

There were no *Comments from the Chair*.

4.0 Approval of the Previous Executive Committee Minutes

MOTION: That the Minutes be approved for the following CSA Executive Committee meeting:

4.1	CSA Executive Committee Meeting #1	May 14, 2026
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Moved: Sydney Hooper

Seconded: Kennedy McGregor

Motion Carried

5.0 Executive Updates

5.1 President

5.1.1 HR/Operations Updates

- Met to review the CSA hiring process and timelines. Hoping to begin posting positions shortly. The Board Chair posting closes Friday, May 29.

Minutes

Executive Committee Meeting (ECM)

Meeting #2 – May 25, 2026 – 1:00 pm

CSA Boardroom



- Finalized the Joint Health and Safety Committee (JHSC) structure. Amy and Andrew will serve as co-chairs, with Amy representing staff and Andrew representing management.
- Continued meetings with the UC regarding the new Collaborative Programming Agreement and how it will support O-week planning and logistics.

5.1.2 Committees

- Met with the organizers of the Food4U initiative to learn more about the project and its impact on student food security. The CSA has committed \$135,000 over three years (\$45,000 annually) to support the initiative. We are currently determining which executive will sit on the associated committee.
- Attended an introductory meeting with Ash for the Sustainability Action Fund (SAF). Our first official committee meeting will take place on June 3.

5.1.3 Miscellaneous

- Continued extensive planning for O-week programming. Have been working closely with Sydney and Emma to finalize event designs, themes, and overall vibe.
- Met with the Orientation Team to begin discussions around scheduling bands and entertainment for Block Party and Gryph Fest.
- Along with Sydney, officially submitted our O-week proposals for review by the Orientation Team.

5.2 VP Internal

5.2.1 Supervisory

- **Clubs:** Accreditation is officially closed following an extension from Student Experience. To start working with Christine on planning clubs events such as Subs and Clubs, Clubs Days, and Club Networking events. Working on continuing the organization of club storage spaces to ensure that they align with health and safety guidelines.

5.2.2 Miscellaneous

- Along with Emilie, met with UC staff Mike and Sam as part of our collaborative programming agreement. Some ideas that we were particularly interested in include:
 - Community programming in the Arboretum

Minutes

Executive Committee Meeting (ECM)
Meeting #2 – May 25, 2026 – 1:00 pm
CSA Boardroom



- Would be open to both students and the wider Guelph community. Sam mentioned some ideas for performers, including comedians from Just for Laughs.
 - Regular music performances in Branion; could be used as a service highlight in addition to stressbusters/general fun student events.
 - Genre change for homecoming performers.
 - Different artists for the half time show and homecoming show.
- Events booking updates: All sexy bingo dates booked. Free Flow Market dates submitted. On track to book out space for all 2026-2027 events before September.
- Have been looking more into different merch options for O-week giveaways and brainstorming ideas for the CSA resource carnival. Meeting with Emilie, Emma, and our merch representative to explore new and unique ideas for O-week merch.

5.3 VP Academic

5.3.1 Supervisory

- **SHAC:** Waiting to hear back from Hope (SHAC Coordinator) on a few items. Intending to reach out again today.

5.3.2 Miscellaneous

- **Student Memorial Service:** Went out to the Student Memorial Service site and discovered 4 plaques to be missing. Tracked down the information on 3 of these 4 and the Arboretum is having them remade. Currently looking for information from the service in Fall 2014, as we do not seem to have a service on file. Organizing a meeting with the Manager of Arboretum to talk about what the logistics and process of revamping the space would look like.
- **Academic Casework Resource:** Recently finished a resource that is essentially a step-by-step guide for students going through the academic misconduct process. Is hoping this helps students feel more informed about what the process and steps look like. Once editing has been finished, is going to ask Emma to help create a few physical binder copies and have it linked on the website.

Minutes

Executive Committee Meeting (ECM)

Meeting #2 – May 25, 2026 – 1:00 pm

CSA Boardroom



- **Tutoring Program Through the CSA:** The University discontinued their TAG program (Tutoring at Guelph) program, and the website has not been maintained for years. Going to have a meeting with the Director of Academic Advising to discuss if this is something the CSA could begin to offer, as students need reliable and affordable tutors. Meeting with VPAs from the University of Alberta, University of Calgary, and Mount Allison University as all their student unions provide student tutoring services. More to come after more information is gathered.
- **Scholarship List:** Many scholarships and bursaries go unclaimed each year. Compiling a list of these that are due in the Fall, with a potential to develop a social media series to inform students of these opportunities.

5.4 VP External

5.4.1 Supervisory

- **FoodBank:** Completing training for the FoodBank this week so that they have their food handler's certification. Training for the FoodBank includes portioning, deliveries, and appointments shadowing so that they can fill in the event of staff emergency leave.

5.4.2 Committees

- **Sustainability Action Fund (SAF):** Attended an introductory meeting. Will have the first official meeting on June 3rd.

5.4.3 Miscellaneous

- Will be attending the Canadian Federation of Students' Ontario Skills Symposium June 12-14 and have opened registration up to the Board of Directors to give them the opportunity to access the training and connection building this symposium will provide.
- Reviewing a draft of a new CSA Issues Policy the previous executives began to write in 2025. It is slow going as the draft is over 20 pages. Hoping once it is complete to be able to share notes and decide if all the suggested changes are worth moving forward with. It is much more comprehensive than the current policy, so it could be helpful in giving students more clarity on what our stance on various issues is.
- Working with Guelph Queer Equality on a Pride Month post to go up in June on the CSA Instagram.

Minutes

Executive Committee Meeting (ECM)
Meeting #2 – May 25, 2026 – 1:00 pm
CSA Boardroom



6.0 Business

6.1 Motions

MOTION: To appoint a Board Member to serve on the Sustainability Action Fund (SAF) Steering Committee at the next Board Meeting.

Moved: Sydney Hooper

Seconded: Emilie Dudgeon

Motion Carried.

MOTION: Motion to add the VP Internal to the Hiring Committee for the Board Chair position.

Moved: Emilie Dudgeon

Seconded: Kennedy McGregor

Motion Carried.

7.0 New Business

There was no *New Business*.

8.0 In Camera

There was no *in camera* session.

9.0 Adjournment @ 1:47 pm

Next Meeting: June 3rd, 2026

Minutes

Executive Committee Meeting (ECM)
Meeting #3 – June 3, 2026 – 11:00 am
UC 224



Members: Emilie Dudgeon (President, Chair), Sydney Hooper (VP Internal, Secretary), Kennedy McGregor (VP Academic), Ash Ames (VP External)

Regrets: None

Guests: None

1.0 Call to Order @ 11:06 am

2.0 Adoption of the Agenda

2.1 Approve the Agenda

Mover: Emilie Dudgeon

Seconded: Kennedy McGregor

Motion Carried

2.2 Declarations of Conflicts

No conflicts were declared.

3.0 Comments from the Chair

There were no Comments from the Chair.

4.0 Approval of the Previous Executive Committee Minutes

MOTION: That the Minutes be approved for the following CSA Executive Committee meeting:

4.1	CSA Executive Committee Meeting #2	May 25, 2026
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Moved: Kennedy McGregor

Seconded: Emilie Dudgeon

Motion Carried.

5.0 Executive Updates

5.1 President

5.1.1 HR/Operations Updates

Minutes

Executive Committee Meeting (ECM)
Meeting #3 – June 3, 2026 – 11:00 am
UC 224



- Continued planning for O-Week, which included finalizing a shortlist of potential musical acts for the Block Party and inquiring about the logistics of multiple new CSA-led programming initiatives. This included various meetings with the Orientation Team staff to discuss the logistics of venue requirements, and other operational planning for proposed programs during O-Week.
- Job posting for Board Chair closed on May 29th, completed finalizing the evaluation materials for applicants in preparation for the hiring committee to review.
- Ongoing review of organizational processes and operational priorities to support a smooth transition into the 2026-2027 year and ensure the readiness for upcoming hiring initiatives.
- **Action Item:** Executives to accept Microsoft Teams Meeting invitations for which student unions representatives you can meet with. A schedule will be made to decide which two executives will attend each of the meetings.

5.1.2 Committees

- **theCannon.ca Committee:** Attended the first meeting of the term. Participated in discussions regarding future strategic priorities for The Cannon, including student engagement initiatives, service-based programming opportunities, and increased integration with CSA services.

5.1.3 Miscellaneous

- Continued onboarding and transition work as part of the move into the President role
- Ongoing meetings with staff and stakeholders to identify opportunities for organizational improvement and establish priorities for the upcoming academic year

5.2 VP Internal

5.2.1 Supervisory

- **Clubs:** Reaching out to clubs today for our first meeting. Regular meetings with Christine have been scheduled for consistent check-ins related to F26 club preparation.

Minutes

Executive Committee Meeting (ECM)
Meeting #3 – June 3, 2026 – 11:00 am
UC 224



- Furthermore, events such as; subs and clubs, networking events, clubs general meeting, and club workshops will be discussed and scheduled.
- All accreditations have been completed, and the deadline has now passed.
- Gryphlife was set to be released yesterday but has once again been postponed due some technical issues that have been encountered. I will be informed as soon as they have it up and running. Once I get word, we will be advising clubs of this change via the club communication channels.
- Approving SERM via email and keeping track of upcoming and approved events – post-accreditation, there has been an uptick in submissions.
- Will be reaching out to services today – absolute top of my priority list now that the CSA Business Manager has given Executives the go-ahead.

5.2.2 Committees

- **Non-Academic Space Working Group:** Forms should be ready for use in September. Controversial events policy- this policy tends to apply to our work in relation to our clubs and their events. The new booking form will flag questions that will help identify whether an event should be reviewed under the Controversial Events protocol
- **theCannon.ca Committee:** Went through and overview of the budget, with emphasis on the necessary components for this year. There seems to be a general enthusiasm towards many of The Cannon sponsored events that we are continuing to plan for the upcoming year.

5.2.3 Miscellaneous

- Completed a slight rebrand for Sexy Bingo- hopeful this design better reflects that the attendees will actually be playing bingo, but also that this event is sex positive while simultaneously educational.
- All event proposals for O-Week have been approved, including our new CSA Carnival. Events include:
 - Subs and clubs
 - Gryphfest tabling- hoping to implement various CSA run activities such as bracelet making.

Minutes

Executive Committee Meeting (ECM)
Meeting #3 – June 3, 2026 – 11:00 am
UC 224



- Block Party
- Large scale programming on Friday, Sept 11- this used to be our Hypnotist show, but we are looking to pivot to something that may draw in more student interest. A potential possibility is a comedy show.
- Sexy Bingo – with a potential to change locations to the larger Athletic Centre.
- Following a meeting with O-team regarding performers for Gryph Fest and Block Party. Emilie and I discussed with the Orientation Team staff what is doable in terms of our CSA Carnival. We are still working out the details currently as we have not yet reviewed the budget.
- Planning September + October events in more detail now, we have many ideas as a team and are now working towards narrowing them down based on our term goals.

5.3 VP Academic

5.3.1 Supervisory

- **SHAC:** Provided training and other supervisory related documents to SHAC. Now passed the deadline for the O-Week Proposal submission but should have some leeway based on prior communications with them. Communicated the Business Manager advised us not to reach out to service staff beforehand, and thus there was a delay in communications. Will work with Hope (SHAC Coordinator) to develop a proposal as soon as possible.

5.3.2 Committees

- Met with Calendar Review Committee Co-Chairs to discuss the importance of the committee and the role the VPA plays on it. Important that the student voice is heard when program and course changes are implemented on Webadvisor so students can easily follow this information and succeed.
- Senate meeting took place Monday night. There was much discussion on the implementation of certain programs, specifically the new DVM program in which 20 students will be taught remotely at Lakehead University. There was a lot of discussion about how this impacts professors, and not a lot

Minutes

Executive Committee Meeting (ECM)
Meeting #3 – June 3, 2026 – 11:00 am
UC 224



about how this impacts students disappointingly. The motion for this program was passed at the end.

5.3.3 Miscellaneous

- Have had meetings regarding a tutoring program with representative from Academic Advising and discussed the current student union ran tutoring programs from Mount Allison University and University of Alberta. Developing a proposal regarding the logistics of implementing a student led tutoring service at the CSA.

5.4 VP External

5.4.1 Supervisory

- **Foodbank:** Sent off the list of students registered for the Foodbank this summer off to the Registrar's office for verification on whether those students are paying the Foodbank fee. The Foodbank assistant is off sick today. If he continues to be ill later into the week there is a potential VPE may have to go in to cover.

5.4.2 Committees

- **Statement Making Committee:** Currently writing a draft for a post calling for general members to join the Statement Making Committee and updating the submission form. I'm hopeful that the post can go out on June 17th or 18th. This date is dependent on how timely the content and form is updated.
- **Sustainable Action Fund Committee:** Re-scheduled to June 10th due to scheduling conflicts.
- **Action Item:** VPE to set up meeting with Colleen (PTC) and Emilie regarding portfolio, workload, and work over the summer.

5.4.3 Miscellaneous

- Guelph Transit fixed the technical issue last Thursday that was causing student card's to still work on the bus, even for students who had not paid the fee. Since then, I have had 4 after-hours appointments (3 Tuesday, 1 on Friday).
- Considering if it's useful to put up a post explaining the situation on the CSA Instagram.
- Talked to the Campus Card office to make sure they were informed of the situation. Busy responding to student emails

Minutes

Executive Committee Meeting (ECM)
Meeting #3 – June 3, 2026 – 11:00 am
UC 224



about this, that have been sent to the VPE directly or the CSA Main Office.

- Verified with the other 3 registrants for the CFS Skills

6.0 Business

There was no Business.

7.0 New Business

There was no New Business.

8.0 In Camera

8.1 Motion: To move *In Camera*

Moved: Sydney Hooper

Seconded: Kennedy McGregor

Motion Carried.

8.2 Motion: To close *In Camera* session.

Moved: Emilie Dudgeon

Seconded: Kennedy McGregor

Motion Carried.

9.0 Adjournment @ 11:47 am

Next Meeting: June 8, 2026

Minutes

Executive Committee Meeting (ECM)
Meeting #4 – June 8, 2026 – 11:00 am
CSA Boardroom



Members: Emilie Dudgeon (President, Chair), Sydney Hooper (VP Internal, Secretary), Kennedy McGregor (VP Academic), Ash Ames (VP External)

Regrets: None

Guests: None

1.0 Call to Order @ 11:10 am

2.0 Adoption of the Agenda

2.1 Approval of the Agenda

Moved: Kennedy McGregor

Seconded: Sydney Hooper

Motion Carried.

2.2 Declarations of Conflicts

No conflicts were declared.

3.0 Comments from the Chair

There were no *Comments from the Chair*.

4.0 Approval of the Previous Executive Committee Minutes

No Minutes Presented

5.0 Executive Updates

5.1 President

5.1.1 HR/Operations Updates

- Signing authority has been switched to Sydney Hooper following approval from the Board of Directors and working with the Bank. Today we will be receiving forms to move the CSA back to direct deposit for payroll – this change should be made by the next pay period.
- A new email account has been created to manage emails from the Business manager account, called CSA Business Office.
- Gaining access to emails and files has been a slow process, but we should be in by the end of the week.

5.2 VP Internal

5.2.1 Supervisory

Minutes

Executive Committee Meeting (ECM)
Meeting #4 – June 8, 2026 – 11:00 am
CSA Boardroom



- In the process of preparing all necessary training for service staff with Summer Flex hours. Will be sending emails to each staff member by EOD today. This includes:
 - Clubs Coordinator
 - SafeWalk Staff
 - Bike Centre Staff
 - SE&RM Coordinator

5.2.2 Miscellaneous

- Part 2 submissions for our O-week events are due on June 14th. We have been cementing some more details for each event in preparation for submitting our forms.
- The new GryphLife platform is up, however, students are facing a variety of challenges using it. Further, there has not yet been updated training for reviewers and student events planners on how to use it. The team will be updated as new information comes out.
 - Due to this, a lot of time has been spent completing SE&RM approvals over email with various clubs running summer events.

5.3 VP Academic

5.3.1 Miscellaneous

- Calendar review committee and co-curricular experiential learning advisory committee meetings both occurring this week. Have been spending time reviewing documents shared with committee members and preparing for both meetings.
- Continuing to organize and prepare for meetings with Executive Directors and Events Coordinators from other Student Unions across Ontario.
- Decisions regarding academic misconduct allegations from the W26 CHEM*1050 course have been released, and students are reaching out. Meetings have been set up and are starting to take place about this issue.

5.4 VP External

5.4.1 Miscellaneous

- More information regarding online course designation has been provided by Melinda Scott. This gives more context for bus pass

Minutes

Executive Committee Meeting (ECM)
Meeting #4 – June 8, 2026 – 11:00 am
CSA Boardroom



opt-outs and the issues that students have been voicing concerns over.

- Ash to respond to email from VPSA
- Social media:
 - Information post regarding issues with bus passes has been created and shared. This will clarify the issue that has occurred with bus passes, that student cards continued to work for the buses into the summer, with all students who check the CSA Instagram.
 - A call-out post for the students to join the statement making committee has been created and shared. Hoping to get responses from interested students in time for the next Board of Directors meeting on June 24th.

6.0 Business

There was no Business.

7.0 New Business

There was no New Business.

8.0 In Camera

There was no in camera session.

9.0 Adjournment @ 11:45 am

Moved: Sydney Hooper

Seconded: Ash Ames

Motion Carried.

Next Meeting: June 15, 2026

Minutes

Executive Committee Meeting (ECM)
Meeting #5 – June 15, 2026 – 11:00 am
CSA Boardroom



Members: Emilie Dudgeon (President, Chair), Sydney Hooper (VP Internal, Secretary), Kennedy McGregor (VP Academic), Ash Ames (VP External)

Regrets: None

Guests: None

1.0 **Call to Order @ 11:03 am**

2.0 **Adoption of the Agenda**

2.1 **Approval of the Agenda**

Mover: Kennedy McGregor

Second: Sydney Hooper

Motion Carried

2.2 **Declarations of Conflicts**

No conflicts were declared.

3.0 **Comments from the Chair**

There were no Comments from the Chair.

4.0 **Approval of the Previous Executive Committee Minutes**

No Minutes Presented.

5.0 **Executive Updates**

5.1 **President**

5.1.1 **HR/Operations Updates**

- Continuing to work through emails from the Business Manager's account to collect critical contacts and information relevant to the business office.
- Organizing physical documents has also been a priority.

Minutes

Executive Committee Meeting (ECM)
Meeting #5 – June 15, 2026 – 11:00 am
CSA Boardroom



- Still working with our contact from Meridian to get Direct Deposit for staff payroll set up. There have been delays, but it should be completed. If not, cheques will be issued again.
- Meeting with staff from other student unions across Ontario to talk about organizational structure and position specifics. These meetings have been going well so far!
- Had been holding daily meetings with office staff, have now moved to weekly meetings, and meetings as needed with specific groups or individuals.
- O-week part 2 submissions will be wrapped up following this meeting – two forms yet to be completed.
- Will be meeting with Jack Fisher to discuss plans for O-week and gain some clarification on certain items. More specifically, Performers, logistics for Carnival (expected attendance on each date option – September 10th vs. September 11th), and location options for O-week Sexy Bingo.

5.2 VP Internal

5.2.1 Supervisory

- **Clubs:** Scheduled and continue to participate in regular check-ins with Christine. We are starting to get into the concrete planning stages of club events that will take place over orientation and the Fall 26 semester.
- Have now been in contact with all service staff and sent out training requirements and time logs for the summer/early fall.
- **SafeWalk:** Will be meeting with the SafeWalk Coordinator and Assistant on Wednesday to share some introductions, share working/supervisory styles, and set some early goals for the term.
- **Menstrual Hygiene Initiative:** Since the MHI management and staff had previously been handled by the Business Manager, it has now been taken on by the VPI. Have been in touch with both staff members to discuss the change in supervisor, schedules for restocking, and future communication.
 - Have also looked through MHI paperwork previously kept by the Business Manager to establish method and contact for ordering supplies in the future.

Minutes

Executive Committee Meeting (ECM)
Meeting #5 – June 15, 2026 – 11:00 am
CSA Boardroom



5.2.2 Miscellaneous

- Significantly behind on minutes for the Executive Committee as a result of increased work with the absence of a Business Manager. Will be editing, formatting, and finalizing minutes as soon as possible and will ensure to keep up going forward.

5.3 VP Academic

5.3.1 Supervisory

- **SHAC:** Having trouble getting hold of the SHAC Coordinator, Hope. Intending to call today if they have not heard anything by the afternoon. Has had a few students reach out to regarding tenancy issues and want to ensure they are receiving responses. Does not believe that SHAC will have an O-Week event this year unfortunately, and instead, will recommend we organize an event for late September garnered towards first year students.

5.3.2 Committees

- **Calendar Review Committee:** Discussed various course and program changes and additions. There are some great majors and minors coming in a few years that will help enhance student academics and learning.
- **Co-Curricular Experiential Learning Integrity Committee:** Finished various CELIC proposal reviews. This is a great program that we should work to show students the benefits of. Intending to propose some badges of our own in relation to the CSA (Board member badge, SafeWalk volunteer badge); this could be in collaboration with the team, or an individual project.
 - VPA will get the ball rolling (organize logistics), and executive team can collaborate on the next steps.

5.3.3 Miscellaneous

- Since the CHEM*1050 decisions came out recently, VPA has been working with students who have reached out regarding accusations of academic misconduct.
- A lot of work being done in relation to the tutoring service being presented to the Cannon.ca Committee later this week.
- Student memorial service work is coming along, going to hopefully revamp the artwork as it is over 10 years old.

Minutes

Executive Committee Meeting (ECM)
Meeting #5 – June 15, 2026 – 11:00 am
CSA Boardroom



- Meeting with various other Student Unions to talk about their structure and learn from them.

5.4 VP External

5.4.1 Supervisory

- **FoodBank:** FoodBank coordinator would like to know if she should attend the Student Experience resource fair
 - VPI or President will decide and reach out.

5.4.2 Miscellaneous

- Information from Skills Ontario
 - Similar points touched on as in the transition training – focus on creating and effectively communicating messaging around specific issues.
 - Emphasis on the political aspects of Student Union work during orientation week (i.e., why do these services exist/need to exist? Touch on needs created/worsened by government, student needs, funding gaps.)
 - One board member could not attend because she was sick. CSA will be charged for her portion of food, and entrance/session costs.
- To post a recap on from Skills on Instagram but will wait to do so until CFS posts their photos so that we can use them.
- If we want to invite CFS to anything for orientation week we need to let them know as soon as possible.
- Received one response to the statement making committee call out.

6.0 Business

There was no Business.

7.0 New Business

There was no New Business.

8.0 In Camera

There was no In Camera Session.

Minutes

Executive Committee Meeting (ECM)
Meeting #5 – June 15, 2026 – 11:00 am
CSA Boardroom



9.0 **Adjournment @ 11:49 am**

Mover: Kennedy McGregor

Second: Sydney Hooper

Motion Carried

Next Meeting: June 8, 2026

Minutes

Executive Committee Meeting (ECM)
Meeting #6 – June 22, 2026 – 11:00 am
CSA Boardroom



Members: Emilie Dudgeon (President, Chair), Sydney Hooper (VP Internal, Secretary), Kennedy McGregor (VP Academic), Ash Ames (VP External)

Regrets: None

Guests: None

1.0 Call to Order @ 11:11 am

2.0 Adoption of the Agenda

2.1 Approval of the Agenda

Mover: Kennedy McGregor

Second: Sydney Hooper

Motion Carried

2.2 Declarations of Conflicts

No conflicts were declared.

3.0 Comments from the Chair

There were no Comments from the Chair.

4.0 Approval of the Previous Executive Committee Minutes

MOTION: That the Minutes be approved for the following CSA Executive Committee meeting:

4.1	CSA Executive Committee Meeting #3	June 3, 2026
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Moved: Emilie Dudgeon

Seconded: Ash Ames

Motion Carried.

5.0 Executive Updates

5.1 President

5.1.1 HR/Operations Updates

Minutes

Executive Committee Meeting (ECM)
Meeting #6 – June 22, 2026 – 11:00 am
CSA Boardroom



- Met with all permanent office staff members to review and update job descriptions to ensure roles and responsibilities are accurately reflected as we prepare to form descriptions for new roles.
- Finalized and signed a contract with Nate Broughton, who will be assisting with business office operations on an interim basis while a long-term plan is developed. This support includes key operational responsibilities such as payroll administration, audit preparation, and maintaining continuity within the organization.
 - This option is more affordable than using a consulting company, and Nate has institutional knowledge that a consulting company likely would not.
 - Nate will be taking a leave of absence from his role as a director.

5.1.2 Committees

- Committee activity remains relatively quiet during the summer months.
- TheCannon.ca committee meeting was moved from last week to later this week.

5.1.3 Miscellaneous

- Participated in several meetings with other Student Unions to learn about their organizational structures.
- Submitted the second round of O-week proposals and continued planning for Orientation Week programming.
- Finalizing artist selections for Block Party and working through event logistics for several O-week initiatives.
- Bank appointments – will be completing training on payroll and Automatic Fund Transfers.

5.2 VP Internal

5.2.1 Supervisory

- **SafeWalk:** Had the opportunity to meet with the SafeWalk team! Spoke about supervision expectations for the term,

5.2.2 Miscellaneous

- Significantly behind on minutes for the Executive Committee as a result of increased work with the absence of a Business Manager. Will be editing, formatting, and finalizing minutes as soon as possible and will ensure to keep up going forward.

Minutes

Executive Committee Meeting (ECM)
Meeting #6 – June 22, 2026 – 11:00 am
CSA Boardroom



- Part 2 O-week submissions are nearly finished. We have been able to cement some more details for our events, are approaching finalizing performers for Block Party, and have many new ideas and updates for our Service Carnival.
- Have been working towards developing a Sales and Solicitations policy and form for non-accredited groups who book the Bullring. This way, we have a written policy that the Bullring team can refer to when decision making around bookings.
- Will be booking space for some of the Fall club events today, including 2 networking events, and the Clubs General Meeting.

5.3 VP Academic

5.3.1 Supervisory

- **SHAC:** Met with the SHAC Coordinator, Hope, this morning. Discussed some ongoing cases and Hope will be meeting with assistants to train them within the month.

5.3.2 Committees

- No Committees met last week.

5.3.3 Miscellaneous

- Working to create the Student Memorial Invitations and have secured a musician to play the Harp at this years' service.
- Attended some academic misconduct hearings last week.
- Majority of work has been creating documents with information about what other Student Unions Executive Director and Events Coordinator positions look like. Meeting with these organizations has been helpful and insightful, and we have been able to build more connections with Student Union staff across Ontario.

5.4 VP External

5.4.1 Supervisory

- **FoodBank:** FoodBank is still accepting students for the summer as there are free spaces remaining.
 - Ash has been filling in for staff as needed.
 - FoodBank Instagram has not been used since 2019. We are hoping to revamp this page.

Minutes

Executive Committee Meeting (ECM)
Meeting #6 – June 22, 2026 – 11:00 am
CSA Boardroom



5.4.2 Committees

- **Sustainability Action Fund:** Met last week, the meeting was mostly comprised of introductions to members and the purpose of the committee.

5.4.3 Miscellaneous

- CFS Skills Symposium
 - Still waiting on pictures from CFS Skills to make an Instagram post about it.
 - Currently in the process of typing up notes from sessions, waiting on notes from one of the directors that attended a session that Ash could not attend.
- Indigenous History month and Men's Mental Health month Instagram posts to go up this week.
- Still only one applicant for statement making committee, so we are waiting for a second applicant before bringing them to the board (unless something comes up that makes it necessary).
- Guelph transit has proposed an alternative date for the first Student Transit Committee meeting; a director member will be appointed in the board meeting on Wednesday.

6.0 Business

There was no Business.

7.0 New Business

There was no New Business.

8.0 In Camera

There was no In Camera Session.

9.0 Adjournment @ 11:46 am

Mover: Sydney Hooper

Seconder: Ash Ames

Motion Carried

Next Meeting: June 29, 2026

Minutes

Executive Committee Meeting (ECM)

Meeting #6a – June 22, 2026

CSA Boardroom



Members: Emilie Dudgeon (President, Chair), Sydney Hooper (VP Internal, Secretary), Kennedy McGregor (VP Academic), Ash Ames (VP External)

Regrets: None

Guests: None

1.0 Call to Order @ 12:50 pm

2.0 Adoption of the Agenda

2.1 Approval of the Agenda

Mover: Sydney Hooper

Seconded: Kennedy McGregor

Motion Carried

2.2 Declarations of Conflicts

No conflicts were declared.

3.0 Comments from the Chair

- This meeting was called on a last-minute basis due to the time sensitive nature of the motion being presented.

4.0 Business

WHEREAS the CSA Board of Directors' ratified chair, Chris Yendt, is unavailable at the time of the June 24th, 2026 Board of Directors Meeting,

BE IT RESOLVED that the June 24th, 2026 Board of Directors meeting be cancelled, to be rescheduled at the earliest possible date.

Moved: Emilie Dudgeon

Seconded: Kennedy McGregor

The President explained the importance of having a qualified chair for the June 24th meeting, due to the numerous unique motions being presented. Further, the inexperience of new Board members relating to CSA Policies

Minutes

Executive Committee Meeting (ECM)

Meeting #6a – June 22, 2026

CSA Boardroom



& Bylaws and Roberts Rules of Order was highlighted as additional reasoning for the additional guidance that can be provided by an experienced chair.

Motion Carried.

5.0 **Adjournment @ 12:57 pm**

Mover: Sydney Hooper

Second: Emilie Dudgeon

Motion Carried

Next Meeting: June 29, 2026

Motion

Board of Directors Meeting # 4

August 26, 2026

**Item 4.7
Executive Updates****MOTION:** That the following Executive Updates be received as information:

4.7.1	President	July 15, 2026
4.7.2	President	August 26, 2026
4.7.3	VP Internal	July 15, 2026
4.7.4	VP Internal	August 26, 2026
4.7.5	VP Academic	July 15, 2026
4.7.6	VP Academic	August 26, 2026
4.7.7	VP External	July 15, 2026
4.7.8	VP External	August 26, 2026

Moved:**Seconded:**

Executive Update

President

July 15, 2026



Hi everyone!

I hope everyone has been enjoying the summer and finding some time to relax between classes, work, and everything else that comes with this time of year.

Things have certainly been busy on the CSA side, and the past few weeks have been filled with meetings, planning sessions, and preparations for the year ahead! While much of this work happens behind the scenes, it has been exciting to start laying the groundwork for some of the initiatives and improvements we hope to accomplish over the upcoming year 😊

Ongoing Projects:

HR / Operations Update:

A significant portion of my time over the past several weeks has been dedicated to meeting with our permanent office staff and conducting a comprehensive review of staff job descriptions. These discussions have helped provide a clearer understanding of current responsibilities, operational needs, and areas where roles may need to be updated or refined. This work has complemented broader efforts to review the CSA's organizational structure and identify opportunities for operational improvements.

Meetings have also been held with several student unions to learn more about their staffing models and organizational practices, with the information gathered currently being evaluated to help inform future planning.

Student fees have now been received, and the associated payments and cheque processing have been completed. To support continuity within the Business Office, former President Nate Broughton has been contracted on a temporary basis to assist with business operations while longer-term operational plans are being finalized.

Social Media / Engagement:

Social media planning for the upcoming academic year is well underway, with O-Week themes being finalized and our Promotional Services Coordinator beginning to develop content for the fall semester.

We are also exploring new ways to engage students through our social media channels, including the launch of new initiatives such as *Free Money Fridays* and a CSA Executive Reddit account, both of which are being spearheaded by our VP Academic.

Executive Update

President

July 15, 2026



These initiatives aim to increase student engagement, improve awareness of available resources, and create additional opportunities for students to connect with the CSA.

Orientation Week:

We have now submitted all our O-Week proposals and are currently awaiting approval from the Orientation Team. Planning continues to move forward, and I am excited about the new initiatives we are implementing this year! We are also in the final stages of selecting artists for Block Party and working through the remaining event logistics. O-Week is shaping up to be an exciting week for incoming students, and I look forward to sharing more details as plans are finalized!

Committees:

As I have found so far this summer, committee work has been relatively quiet while many initiatives are being prepared for the upcoming academic year. The Sustainability Action Fund (SAF) Steering Committee held an introductory meeting where committee members had the opportunity to meet one another and discuss upcoming work. TheCannon.ca Operating Committee held its second meeting which focused on continued discussions regarding future growth opportunities and new initiatives. I anticipate committee activity will continue to increase as we move closer to the fall semester.

Conferences:

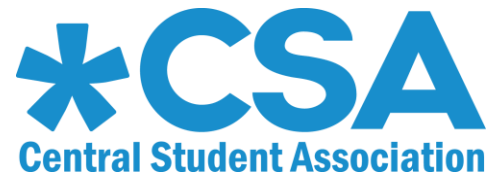
Sydney and I had the opportunity to attend the Alumo Summit in Mont Tremblant, hosted by our Health and Dental provider. It was a great opportunity to connect with student union leaders and staff from across the country, hear about the work happening at their organizations, and exchange ideas and best practices. We had some really valuable conversations about governance, operations, student services, and events, and came away with several ideas that we're excited to explore as we continue strengthening the CSA.

As always, please do not hesitate to reach out if you have any questions, feedback, or ideas. I appreciate all the work our Directors continue to do throughout the summer and look forward to what we will accomplish together in the months ahead!

Executive Update

President

July 15, 2026



A handwritten signature in black ink, appearing to read "Em Dudgeon". The signature is written in a cursive style with a large, looping "E" and "D".

Executive Update

President

August 26, 2026



Hi everyone!

I hope everyone has been enjoying the last few weeks of summer! With September quickly approaching, things at the CSA have certainly been picking up as we prepare to welcome students back to campus and kick off the new academic year.

It has been exciting to see many of the projects we have been working on throughout the summer begin to move from planning into implementation. Between recruitment, O-Week preparations, new events and initiatives, and committees beginning to pick back up, there has been lots happening behind the scenes!

Ongoing Projects:

HR / Operations Update:

The organizational and staffing work that has been a significant focus throughout the summer has continued to move forward. The Executive Director, Events Coordinator, Business Office Assistant, Social Media Assistant, Chief Returning Officer, and Assistant Returning Officer positions have now all been through the posting cycle, and we are underway with reviewing applications and conducting interviews.

The Finance Coordinator and Human Resources Coordinator positions are scheduled to be posted on August 31st, which will mark the next stage of our organizational restructuring and recruitment process.

I am looking forward to welcoming new staff members and continuing to strengthen our operational capacity for the year ahead.

Orientation Week / Events:

O-Week planning has continued to be a major focus as we get closer to September!

We have officially booked Virginia to Vegas as the headliner for Block Party, with LoopEventGroup, a Guelph student-run DJ group, opening the event. After spending much of the summer working through artist selection and event logistics, it is great to have the entertainment finalized and see the event coming together.

We are also introducing some exciting new programming this year! The CSA Carnival will bring our services together for a resource fair where students can learn more about

Executive Update

President

August 26, 2026



what the CSA offers while participating in activities and connecting with our teams. We have also booked a comedy show as another new addition to our O-Week programming.

With events now booked and September right around the corner, our focus has shifted toward final event logistics, promotion, and ensuring everything is ready to welcome students back to campus.

Committees:

Committee activity has also begun to pick up as we approach the fall semester.

TheCannon.ca Operating Committee held its fourth meeting, where discussions continued around new opportunities for growth, outreach, and increasing the platform's reach within the campus community. These conversations have been productive, and I look forward to continuing to explore ways that TheCannon.ca can grow and better connect with students.

The Elections and Referendum Committee also held its first meeting to begin preparations for the Fall By-Election. Initial planning is now underway, and the committee will continue its work as we move into the election period.

As we head into September, much of the work completed throughout the summer is beginning to take shape. The next few weeks will be busy as students return to campus, new staff are brought onboard, O-Week gets underway, and regular operations return to full swing.

As always, please do not hesitate to reach out if you have any questions, feedback, or ideas. I appreciate all the work our Directors have continued to do throughout the summer and am looking forward to kicking off the new academic year!

Executive Update

Vice President Internal

July 15, 2026



General Update: It's been a busy, but exciting, second month for the CSA Executive team! The team, including myself, have been dedicating a significant amount of time into researching how we can make improvements to the CSA's organizational structure. We want to ensure that the organization is achieving its mandate to the absolute best of our ability; this will include making updates that streamline some of our day-to-day processes. I sincerely look forward to seeing what the CSA can do following this transition!

Fall planning is in full swing, and I am so excited to see what the 2026-2027 year will look like for our members!

Ongoing Projects

Orientation Week & Events Planning:

Our part 2 O-week submissions have been submitted! With this, we have started to get into the specifics of each event, finalizing details and getting concrete plans set in place. As shared with you in our last meeting, my goal is to the majority, if not all, of our Fall 2025 and Winter 2026 events established over the summer so that more time can be allocated to working directly with the student body, rather than spent planning in the office. As such, I have also begun to plan and book events for the Fall semester, including social events to give students the opportunity to make new friends, advocacy/educational events, and stressbusters!

Social Media:

As you might have noticed, we have some new posts, and a new series, live on the CSA main Instagram. This includes our new "Free Money Fridays" series, created by our VP Academic Kennedy to connect our students with funding opportunities available to them, and our "this is who..." post!

Services

SafeWalk:

I have consistently met with the SafeWalk team to discuss plans and goals for the year. The team is very enthusiastic and excited about the possibilities and are looking forward to continuing to connect with and support our students using the service! We are really hoping to increase awareness and use of the SafeWalk service this year, and plan to run some exciting events to do so.

Executive Update

Vice President Internal

July 15, 2026



Clubs:

I have met consistently with our Clubs Coordinator to continue the planning of our yearly (and new!) club events. Further, we have developed a social media plan for the club Instagram, to establish the rollout schedule of announcements, reminders, and new ideas. We have been keeping a close eye on the rollout of the new Gryphlife platform, raising any concerns/issues students have voiced with the Student Experience team responsible.

Student Events and Risk Management:

I had a chance to view the new GryphLife platform! While I imagine it will present a slight challenge to our SE&RM and Clubs staff while student leaders learn how to use it, I believe there will be significant benefits to events planners. Student leaders should be able to access training on the new website in August and September. I look forward to seeing it entirely completed and in use.

Miscellaneous

Alumo Summit: Emilie and I had the chance to attend the Alumo conference in Mont-Tremblant from July 6th – July 9th. This was an invaluable opportunity to meet with fellow Student Union executives and staff, gaining knowledge and insight into the structure, operations, and services that other organizations have. Further, we were able to gain in-depth knowledge of the Student Health and Dental plan, what our students need, and what is available to them.

I'm looking forward to continuing our work, so we have a strong foundation not only for the 2026-2027 year, but for Executive team members, Directors, staff, and our membership for years to come. As always, please don't hesitate to reach out if you have any questions or ideas!

Executive Update

Vice President Internal

August 26, 2026



General Update: With Orientation week quickly approaching, I have been very busy ensuring that we are prepared for each of our events to allow our executive team to focus on what's most important to us; students! I am excited to begin connecting with our membership face-to-face in a couple weeks!

Ongoing Projects

Orientation Week & Events Planning:

I am in the final preparation stages of Orientation Week; organizing event materials, itineraries, set-up plans, staffing, and more! Our Orientation events include the following:

- Block Party
- Bracelet Making with the CSA
- Pronoun Button Booths
- Subs & Clubs
- Sexy Bingo
- CSA Service Carnival
- Just for Laughs Comedy Show

Along with these, I have also been busy planning additional programming throughout the semester, including legacy events such as our Free Flow Market, and new initiatives that I look forward to sharing with you all! It is my priority to create as many opportunities as possible to connect with our membership to better our understanding of student needs and increase awareness of the services we offer.

Services

SafeWalk:

The SafeWalk team is enthusiastic and excited to start up service and start working with students come September! Along with an exciting O-Week event and their participation in the CSA Service Carnival, the team is full of ideas and looking to create opportunities to inform undergraduates about the service.

Clubs:

Our first major clubs events, Subs & Clubs and Clubs Days, are coming up soon! As with our Orientation Week events, we are in the final stages of preparations and are looking forward to seeing all our student leaders come together to connect with students at these events!

Executive Update

Vice President Internal

August 26, 2026



Another initiative that our Clubs Coordinator and I have been working hard on, in conjunction with our Policy and Transition Coordinator, is updating the Clubs Handbook. By ensuring that the Handbook is up-to-date, accurate, and not over complicated, we hope to improve the experiences of current and future clubs. While this is not a small endeavour, I believe it will make a significant impact on the groups we serve and support.

Committees

theCannon.ca Committee

The committee is eager to begin our outreach in the Fall! While many students already know about theCannon.ca, we hope to increase knowledge of all the website has to offer, as well as further sharing that it is co-owned and run by the CSA. We have a couple events planned thus far, including one in September, and we're all looking forward to seeing what we can accomplish this year!

Homecoming Planning Committee

Emilie and I have had the opportunity to connect with the Homecoming Planning Committee to learn about different activities, services, and considerations surrounding Homecoming 2026. As we begin to cement our plans for the Homecoming Concert and Half-Time show, we will be keeping the committee informed.

I am eager to begin the Fall 2026 semester, connect with students, promote our services, and continue the work we are all so proud of. While many of us have yet to meet in person, if you see us at events, please say hello! I thoroughly look forward to (officially) meeting you all! As always, please don't hesitate to reach out if you have any questions or ideas!

Executive Update

CSA Vice President Academic

July 15, 2026



General Update:

- I have been busy with multiple projects on the go, excited to be working to revamp multiple avenues of the CSA so we can work better for students.
- Since our last board meeting, I have been focusing on meeting with representatives from other student unions across Ontario, to learn how they are structured and how the CSA can pivot to work more closely with our mandate, "By students, for students".
- It has been fantastic to connect with other student union leaders, and they are excited to have the CSA play a more active role in this community.
- It is important to the executive team and I that we do the proper research and consultation as we undertake the task of hiring and revamping the CSA structure, and I can assure the Board that everything is being done with the students' best interests in mind.

Ongoing Projects:

- Student Memorial Service (SMS)- Currently working to revamp the SMS, as it is important to me that this service honours the students we have lost, while simultaneously allowing us to reflect what these students gave us during their lives. The artwork is over a decade old, as such I am looking forward to some new ideas on what this can look like. We are also wanting to introduce a memorial table for families to bring pictures of their loved ones to display and provide more of an opportunity for families and friends to speak about the student.
- Tutoring through the CSA- I have finished up my meetings with other students unions who offer this service (Mount Allison, Alberta, and Calgary) and have gained great insight into what works and what doesn't work when it comes to tutoring for students. Met with the Cannon Committee, they feel that this is not something to be offered on the Cannon and likely we would create a separate page on the CSA Website. I am hoping to send a survey out in Fall semester to gather feedback on if students want this.
- Created a CSA Reddit Account, this is allowing us to directly answer or provide students with resources on a forum they often look to for answers.
- Making sure to populate our Instagram with relevant deadlines important to undergraduate students.

Committees:

- Calendar Review Committee (CRC)- We met and reviewed some proposed courses, minors, and majors. This committee's purpose is to essentially ensure that the courses descriptions and pre-requisites all make sense and provide students the best opportunity to succeed!

Executive Update

CSA Vice President Academic

July 15, 2026



- CELIC - Co-curricular EL Integrity Committee (CELIC)- Met and approved various badges that will allow students to develop their experiential learning and add the various activities on campus to their resume and portfolio.

Services:

- Student Help and Advocacy Centre (SHAC)- The SHAC Coordinator and I have been fielding cases that have come in this summer. We have seen a mix of tenancy and academic misconduct related cases and are making sure to provide timely responses to these students. Due to circumstances beyond our control, SHAC is not going to be holding an O-Week event, however they will be holding an event mid-September garnered towards educating 1st year students about their rights as renters.

Executive Update

CSA Vice President Academic

August 26, 2026



General Update:

Majority of my work this summer has been centered around preparing for the upcoming year. I have been developing new initiatives and projects that I hope will better support students not only in their academics, but in their general wellbeing. I am extremely excited for the turn the CSA has taken and truly believe that the Executive team is creating a CSA that works for students in a way it hasn't for decades.

Hearing ideas, concerns, and comments from students is so important to me in order to advocate for initiatives students need. As always, please feel free to email me or schedule a meeting to discuss anything that allows me to support students these upcoming semesters!

Ongoing Projects:

Student Memorial Service: This service will be taking place in late September, and I have recently confirmed the number of attendees for the service. I have been talking to Justine Richardson, the manager of the Arboretum, and developing ideas for revamping the World of Trees space where students are memorialized. As this develops, I will be sure to share with the Board, but we are hoping to incorporate students' work itself into the space.

Academic Casework Resource: Before the CSA closure, I had completed a comprehensive resource that is meant to inform students regarding the academic misconduct policies and procedures here at the University. I was able to receive feedback from both the University Secretariat and Acting Vice-Provost Academic. The resource serves as a "one stop shop" for students accused of academic misconduct; to give them the information and resources they need to make informed decisions during the process. If you are interested in checking this out, it is currently posted on the CSA website under the SHAC page.

Support Person Agreement: I have recently developed a Support Person Agreement, so students and I can have a mutual understanding in the role I play when supporting them during academic misconduct proceedings. I found there was misunderstandings about what a support persons role is and thus wanted to establish expectations for the student as well as myself.

Social Media Series: Coming into this role, I really wanted to work to give students the information they need to succeed here at Guelph. My Instagram series, "Free Money Fridays" has been well-received by students by informing them of various scholarship opportunities. Furthermore, I recently introduced, "Kennedy's Academic Corner" which is meant to inform students of the various types of academic policies and procedures. I

Executive Update

CSA Vice President Academic

August 26, 2026



find many students unknowingly commit forms of academic misconduct as they are uninformed of what constitutes academic misconduct. As such, I am hoping this makes them feel more informed.

Tutoring Through the CSA: I am still in the preliminary stages of developing a potential referendum for the Winter semester, in which I would propose we collect a fee to initiate this program through the CSA. However, it is important that students want a program like this, and as such I am working on a survey I hope to roll out in the Fall. I would love input or conversation with directors if you have insight to offer on this potential project.

Professional and Career Development Record: Having the opportunity to sit on the Co-curricular Experiential Learning (CELIC) committee, I have been in conversations with the Chairs about what developing badges for CSA student workers and volunteers would look like. I believe this initiative and recognition align perfectly with what our organization represents, and I am hoping we can implement more recognition for our students work on their resumes.

Committees:

Calendar Review Committee (CRC): Various course and program changes have been reviewed at this level. Most of these changes pertain to modernizing the course outlines or requirements in a way that better correlates with student needs today. As always, I am bringing in a student perspective to these changes and ensuring that changes reflect what undergraduate students need.

Services:

Student Help and Advocacy Centre (SHAC): We are hoping that SHAC will have regular open office hours taking place in the UC Courtyard throughout the year, to make them more visible. Furthermore, SHAC has been developing various social media and outreach strategies to begin to connect with students.

Executive Update

VP External

July 15, 2026



General Update:

I attended Canadian Federation of Students Ontario's (CFS-O) Skills Symposium June 12-14th. At the symposium I had the opportunity to meet students from a variety of universities and to speak with them about how their organizations are doing.

Executives from Guelph's Graduate Student Association attended the symposium, so I also got to speak with them. There should be a post mentioning the event and our attendance at it going up on the CSA Instagram in the next couple of weeks. I have typed notes from the sessions I attended that are available by request.

I will be at CFS-O's Annual General Meeting August 13th-16th

Last month I worked with the CSA Promotional Services Coordinator on Indigenous History month and Men's Mental Health Month Instagram posts, and an Instagram story for Indigenous People's Day. The Indigenous People's Day Instagram story went up on the CSA Instagram on June 21st. The Instagram posts went out later that same week.

Ongoing Projects:

- I have been continuing to look over a past draft of a new CSA Issues Policy for edits and possible additions.
- I have been taking some of the strategies for outreach and campaigning that were discussed at the CFS Ontario Skills Symposium and have been working out plans to continue the campaign against OSAP cuts into the fall.

Committees:

- The Sustainability Action Fund (SAF) Steering Committee had our first meeting on June 10th. This was a short introductory meeting, as there were no applications to review.
- The CSA/GSA transit committee met July 7th upon the GSA's request. We saw the Guelph Transit office and spoke about topics such as the schedule for the Late Night Bus Service and the Opt-in Bus Pass.
- The Statement Making Committee is still looking for general members.
- I will be attending the Canadian Federation of Students Ontario's next Executive Committee meeting on July 16th.

Services:

Executive Update

VP External

July 15, 2026



The FoodBank currently has no waitlist and is still registering students. The registration form can be found on the CSA website.

Summer 2026 Opt-In Bus Pass Sales are done for the summer.

Executive Update

VP External

August 26, 2026



General Update:

I attended Canadian Federation of Students Ontario's (CFS-O) Executive Committee meeting July 16th where we approved motions to go on the agenda at the Ontario General Meeting.

Topics discussed at the Ontario General Meeting include updates to the CFS-O's Issues Policy, setting the 2026-2027 budget, and setting a date for a walkout or limited strike action around this year's OSAP cuts.

I wrote an Emancipation Day post, and I got feedback on it from a variety of groups such as the Guelph Black Students Association. The post went up on August 1st.

I completed a safeTALK training in suicide prevention this week.

Ongoing Projects:

- I have been working out my plans for continuing the campaign against OSAP cuts in the fall.
- I have been making plans for the municipal election to encourage student voting while keeping our efforts non-partisan.
- I am writing an Instagram post about our attendance at the Skills Symposium and the CFS-O General Meeting with photos from those weekends.

Committees:

- The Sustainability Action Fund looked over an expression of interest for some improvements to the Bovey greenhouses at our meeting July 24th and approved the applicant moving forward with a formal proposal. The SAF committee will meet again this week on August 28th.
- Town & Gown met August 18th. At the beginning of the meeting there was a presentation on Student Experience's Orientation Week plans.
- Additional topics of discussion included a possible reduction of dates for the Safe Semester program, the efforts being taken to reduce noise levels during Orientation Week events and ensuring a safe and positive environment for the residents of student-heavy areas.

Services:

Executive Update

VP External

August 26, 2026



The Foodbank closed from August 3rd to August 7th for the summer closure. Fall registration for the foodbank is open. The registration form can be found on the CSA website.

On August 24th, the CSA started selling opt-in students bus passes for the fall semester. Bus passes on student cards and opt-in cards for the fall semester are set to activate on September 1st.

Motion

Board of Directors Meeting # 4

August 26, 2026



Item 4.9.1

FoodBank Year-End Report 2025-2026

MOTION: That the FoodBank Year-End Report 2025-2026, as provided in the Board Agenda Package, be received as information.

Moved:

Seconded:



CSA STUDENT FOODBANK

Year-End Report

Academic Year 2025–2026

Submitted to the Board of Directors

Central Student Association (CSA), University of Guelph

Rozhan Mokhtari

FoodBank Coordinator | CSA Student FoodBank

June 2026

1. Executive Summary

The 2025–2026 academic year was a milestone year for the CSA Student FoodBank. For the first time, the FoodBank operated at full capacity across both the Fall 2025 and Winter 2026 semesters with zero students on the waitlist. This was made possible by appointment restructuring that increased total capacity by 50 students. Summer 2026 registration is currently active.

The FoodBank served over 250 students semesterly, participated in six outreach events, installed new refrigeration equipment, and strengthened partnerships with local and campus food suppliers.

2. Service Overview

The CSA Student FoodBank serves University of Guelph students experiencing food insecurity. The service is available exclusively to currently enrolled students who have paid the FoodBank fee as part of their tuition. All appointments are confidential, by-appointment-only, and operate on an honesty-based model. Registration form is accessible at: csaonline.ca/foodbank. Or by emailing foodbank@uoguelph.ca.



Items Provided

Fresh produce, frozen proteins, bread, canned and shelf-stable goods, menstrual hygiene products, toilet paper, and specialty dietary items (vegan, vegetarian, halal, kosher, gluten-free). healthy snack combinations added to our items' list in 2025–26: hummus & crackers, cheese strings, chocolate chia bars.

Semester Summary

	Fall 2025	Winter 2026	Summer 2026
Operating Period	Sep – Dec 2025	Jan – Apr 2026	May – Aug 2026
Capacity	256	300	300
Students Served	256 (100%)	268 (89%)	190 (ongoing)
Staffing	1 FT Coord, 2 PT Asst	1 FT Coord, 2 PT Asst	1 FT Coord, 1 FT Asst
Items / Month	Up to 30	Up to 30	Up to 30
Appointments / Month	2 per student	2 per student	2 per student

3. Key Achievements & Monthly Highlights

Month	Activity
Aug 2025	Fall registration opened; new assistant recruited.
Sep 2025	New assistant trained; Fall students added to service.
Oct 2025	Aggies Hockey fundraiser — raised food and cash donations.
Nov 2025	One Health Can Drive; Childcare Centre donation event.
Dec 2025	Holiday donation campaign; two new Winter assistants hired.
Jan 2026	Winter semester launched; new assistants onboarded.
Feb 2026	Multi-Faith Week fundraiser (\$800 raised); 2 nd Aggies Hockey game fundraiser; 2 nd Childcare Centre donation event.
Mar 2026	Nutrition Fair — meal kit distribution; CSA AGM Resource Fair.
Apr 2026	New industrial fridge installed; semester closure and clean-up.
May 2026	Summer registration opened; new VP External onboarded.

4. Visitor Statistics

Metric	Count
Fall 2025 served	256 (100%)
Winter 2026 served	268 (89%)
Summer 2026 served	190 (ongoing)
Total (F25 + W26)	524
Waitlist	Zero

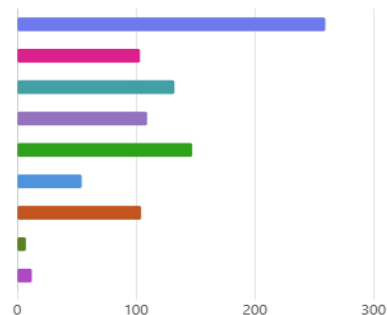
Winter capacity rose from 256 to 300 (+17%) via appointment restructuring. The FoodBank achieved zero waitlist for the first time this academic year.

5. Visitor Demographics

Group	Count	%
Domestic Students	96	30%
International Students	220	70%
Graduate Students	218	69%
Undergraduate Students	98	31%

Across all semesters, international and graduate students represent the largest share of users, reflecting the compounded financial pressures of tuition and limited work eligibility for those groups. The lesser rate of undergraduate visitors could also be due to limited awareness of the available resources.

● High Rent/Bills or Other Fixed Costs	259
● Low Paying Job/Insufficient Hours	103
● Unemployed/Unable to Find Work	132
● No Time to Work Due to Course Load	109
● Insufficient Student Grants/Bursaries/Loans	147
● Poor Budgeting	54
● Unexpected Expenses/Emergencies	104
● Circumstances Related to the COVID-19 Pandemic	7
● Other	12



6. Food Security Trends & Student Need

Rising **tuition** and **rent**, combined with limited on-campus employment for international students, continue to drive demand. The FoodBank continues to adjust to the rising demand, and peer services including Food4U, the Campus Grocery Card Program, and the Meal Care Group Community Fridge also ran at or near capacity, indicating systemic, campus-wide need. The FoodBank maintains referral relationships with all three services for students requiring additional support.

7. Partnerships & Community Engagement

Outreach Events

Event	Outcome
Aggies Hockey Fundraisers x2	Food and cash donations raised; campus awareness increased.
Multi-Faith Week Fundraiser	\$800 cash raised; promoted campus culture of mutual aid.
One Health Can Drive	Food insecurity awareness; introduced FoodBank to OH community.
Nutrition Fair	Student engagement and meal kit distribution.
Childcare Centre Events x2	4 classrooms participated; food donations collected; community values fostered.
CSA AGM Resource Fair	FoodBank services showcased to broader student population.

Donor & Supplier Highlights

Partner / Donor	Contribution	Impact
Odd Bunch	Fresh produce (weekly)	Bulk purchasing at reduced cost; consistent fruit and vegetable supply.
Seed	Fresh produce (2x/week)	Twice-weekly deliveries minimize spoilage and maintain freshness.
Sysco	Meat, canned goods, fridge	Protein access for students; donated fridge expanded cold storage.
Basilica Church	Hygiene products donation (ongoing)	Consistent supply of menstrual products and toiletries.
3G Gryphon Growers	Veggies and herbs donation (summer)	Campus garden harvest donated directly to FoodBank.
Guelph Organic Farm	Surplus produce donation (summer/fall)	Fresh herbs and specialty items not available through regular procurement.

Raised about \$7000 and over 2500 food items in donation from September 25-May 26.

8. Operational Improvements

- Visitor capacity increased from 256 to 300 through appointment system redesign (+17%).
- New industrial refrigerator installed (donated by Sysco), expanding cold and fresh food storage.
- Online item availability list introduced, allowing students to review stock before appointments.
- Wholesale produce orders through Odd Bunch reduced per-unit costs.
- Twice-weekly Seed deliveries and Guelph Foodbank surplus coordination reduced waste.
- Full-time assistant hours extended into Summer 2026 semester.
- New items added to serve different dietary needs.

9. Challenges & Recommendations

Challenge	Context	Recommendation
Space & Lease Stability	Small operating space; no guaranteed long-term tenure.	Advocate for a dedicated, permanent space within CSA or student centre facilities.
Staffing Transitions	Three assistants hired across two semesters, creating training overhead.	Develop a formal onboarding package; consider staggered hiring for continuity.
Operational Hours	Current Thursday hours are 12-3 pm.	Extend Thursday hours to 6:00 PM (~18 additional slots/week) if needed.
Rising Demand	Registration trends suggest need may exceed capacity in coming semesters.	Monitor Fall 2026 registration closely; activate extended hours proactively.

10. Goals for 2026–2027

- Maintain zero-waitlist operations across all three semesters.
- Serve 300+ registered students per semester; extend Thursday hours to 6:00 PM if needed.
- Distribute donation bins to multiple departments in November to grow holiday contributions.
- Expand campus outreach events and deepen partnerships with local food suppliers and farms.
- Develop a standardized assistant onboarding guide to reduce transition time.
- Advocate for a dedicated, stable space to support long-term FoodBank growth.

11. Photo Highlights



12. Coordinator's Closing Message

The 2025–2026 academic year demonstrated the Foodbank’s growing impact and the depth of food insecurity among University of Guelph students. I am proud of what our small team accomplished.

Thank you to all CSA staff for your ongoing support across promotions, events, hiring, and accounting. Thank you to our donors, partners, and FoodBank assistants. Serving as FoodBank Coordinator has been one of the most fulfilling professional experiences of my life, and I look forward to continued growth in the year ahead.

Sincerely,

Rozhan Mokhtari

Information Report

Board of Directors Meeting # 4

August 26, 2026



Item 4.10.1

Summary of Committee Appointments

MOTION: That the Summary of Committee Appointments, as presented in the Board Agenda Package, be received as information.

Moved:

Seconded:

Information Report

Board of Directors Meeting # 4

August 26, 2026



The following Summary of Committee Appointments is provided as information:

Elections and Referendum Committee

Appointed: July 29, 2026

Jonah Greenhut	Director
Noel Johnston	Director

Finance Committee

Appointed: July 29, 2026

Emilie Dugeon	President
Sydney Hooper	Second Executive Member
Jonah Greenhut	Director
Noel Johnston	Director
William Coleman	Director

Sustainability Action Fund

Appointed: June 3, 2026

Hannah Gregory	CSA Representative
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Guelph Centre for Urban Organic Farming Advisory Group

Appointed: June 3, 2026

Val Hodgkinson	CSA Representative
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University Centre Board

Appointed: June 3, 2026

Michael Spurek	Alternate Member
Samiya Shakeel	Alternate Member
Amanda Rinoa Parco	Alternate Member

TheCannon.ca Operating Committee

Appointed: June 3, 2026

Laiba Baig	Director
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Information Report

Board of Directors Meeting # 4

August 26, 2026



Policy and Bylaw Review Committee

Appointed: June 3, 2026

Emilie Dudgeon	President
Nate Broughton	Director
Jonah Greenhut	Director
Adam Venter	Director
Bronwyn Barber	Director
Ryan Toft	Director
Muhammad Asif	Director

Motion

Board of Directors Meeting # 4
August 26, 2026



Item 4.11.1

Approve Fall 2026 By-Election Timeline

MOTION: that the Board of Directors approve the timeline for the CSA Fall 2026 By-Election, as presented in the Board Agenda Package.

Moved: Emilie Dudgeon, President

Seconded:

Motion

Board of Directors Meeting # 4
August 26, 2026



Proposed Fall 2026 By-Election Timeline

By-Election General Promotions	Monday, September 21 to Friday, September 25
Nomination Period	Monday, September 28 to Wednesday, October 7
Promotional Preparation and Signature Verification Period	Thursday, October 8 to Sunday, October 11
Campaigning Period	Monday, October 12 to Friday, October 16
Voting Period	Monday, October 19 to Friday, October 23
Voting Period Extension (<i>if needed</i>)	Saturday, October 24 to Friday, October 30
Ratify New Members	Wednesday, November 11

Motion

Board of Directors Meeting # 4

August 26, 2026



Item 4.11.2

Approve Amendment to Board Meeting Schedule 2026-2027

WHEREAS the scheduled CSA Board of Directors meeting on September 9, 2026, presents a schedule conflict for the Executive Committee due to the university Pep Rally;

BE IT RESOLVED that the CSA Board of Directors approve an amendment to the 2026-2027 board meeting schedule to cancel meeting # 5 on Wednesday, September 9, 2026.

Moved: Emilie Dudgeon, President

Seconded:

Motion

Board of Directors Meeting # 4
August 26, 2026



Item 4.11.3

Appoint Director to Student Health and Dental Plan Committee

WHEREAS the Student Health and Dental Plan Committee is responsible for, but not limited to, appointment of broker for the health and/or dental plan, signing of contracts, changes to benefit coverage, setting annual premium rates, determining appropriate financial management of reserve accounts, and communicating pertinent information to the student body; and

WHEREAS the membership of the Student Health and Dental Plan includes one CSA Director as a voting member;

MOTION: That the following Director be appointed to the Student Health and Dental Plan Committee for the 2026-2027 academic year:

[1 Director]

Moved:

Seconded:

Motion

Board of Directors Meeting # 4
August 26, 2026



Item 4.11.4 Appoint Director to CSA/GSA Transit Committee

WHEREAS the CSA/GSA Transit Committee meets monthly to discuss student feedback on the bus service provided by Guelph Transit, as well as the improvements that can be made to benefit the student users; and

WHEREAS membership of the CSA/GSA Transit Committee includes one CSA Director;

BE IT RESOLVED that the following Director be appointed to the CSA/GSA Transit Committee for the 2026-2027 academic year:

[1 Director]

Moved:

Seconded:

Motion

Board of Directors Meeting # 4
August 26, 2026



Item 4.11.5

Student Events & Initiatives Funding (SEIF) Deadlines and Meetings

MOTION: That the proposed dates for Student Events & Initiatives Funding deadlines and meetings for the 2026-27 academic year be approved as presented in the Board Agenda Package.

Moved: Emilie Dudgeon, President

Seconded:

Motion

Board of Directors Meeting # 4
August 26, 2026



Proposed Dates:

SEIF Fall Semester Deadlines

Wednesday, September 23, 2026 at 11:59pm
Wednesday, October 14, 2026 at 11:59pm
Wednesday, November 11, 2026 at 11:59pm

SEIF Fall Semester Meetings

Meeting #1: Wednesday, September 30, 2026 at 6pm
Meeting #2: Wednesday, October 21, 2026 at 6pm
Meeting #3: Monday, November 16, 2026 at 6pm

SEIF Winter Semester Deadlines

Wednesday, January 20, 2027 at 11:59pm
Wednesday, February 24, 2027 at 11:59pm
Wednesday, March 10, 2027 at 11:59pm

SEIF Winter Semester Meetings

Meeting #4: Wednesday, January 27, 2027 at 6pm
Meeting #5: Wednesday, March 3, 2027 at 6pm
Meeting #6: Monday, March 15, 2027 at 6pm

Motion

Board of Directors Meeting # 4
August 26, 2026



Item 4.11.6 Appoint Student Events and Initiatives Funding (SEIF) Committee

WHEREAS the Terms of Reference requires a maximum of six members for the SEIF Committee, consisting of the following:

- CSA President
- One additional member of the Executive Committee
- One At-Large or College representative
- One Student Organization representative
- Up to two additional Directors

MOTION:

- a) That the following Directors be appointed to the SEIF Committee for the 2026-2027 academic year:

[1 At-Large or College Government representative]
[1 Student Organization representative]
[2 additional Directors]

- b) That the following members of the Executive Committee be appointed to the SEIF Committee for the 2026-2027 academic year:

Emilie Dudgeon, President
Sydney Hooper, VP Internal

Moved: Emilie Dudgeon, President
Seconded:

See next pages for SEIF Committee Terms of Reference

Committee: Student Events and Initiatives Funding Committee

Committee Chair: President

Committee Classification: Standing Committee

1. Preamble

The CSA is committed to ensuring support for a diverse range of events and initiatives that benefit students.

The Student Events and Initiatives Funding Committee (“the Committee”) is a Standing Committee of the CSA Board of Directors that is responsible for hearing, deliberating on, and making decisions regarding SEIF requests.

2. Purpose

- 2.1.** To receive, hear presentations for, and make decisions on SEIF requests within CSA Bylaws and Policies.
- 2.2.** To maintain a standardized SEIF request form or method.
- 2.3.** To provide complete semesterly reports to the CSA Board of Directors on all transactions involving SEIFs.

3. Membership of the Committee

- 3.1.** The Committee shall consist of a maximum of six members.
- 3.2.** The President shall be a member of this Committee.
- 3.3.** One (1) seat on this Committee shall be reserved for an At-Large or College representative.
- 3.4.** One (1) seat on this Committee shall be reserved for a Student Organization representative.
- 3.5.** One (1) seat on this Committee shall be reserved for an additional member of the Executive Committee.



- 3.6. The remaining seats may be filled by up to two (2) Directors.
- 3.7. The membership of this Committee shall be selected by the Board of Directors.
- 3.8. A designated staff member will attend meetings in the role of scribe. They will not be a ratified member of the committee.

4. Responsibilities of the Committee Members

- 4.1. The President shall be the Chair of the Committee.
- 4.2. The Vice-Chair shall be the additional Executive member on the Committee.
- 4.3. Each member of the Committee is responsible for upholding CSA Bylaws and Policies, especially all aspects of the relevant SEIF policies.
- 4.4. Each member shall act as a member of the CSA, and not as a member of their own constituency.
- 4.5. Members are expected to remove themselves from Conflict of Interest, as defined in Bylaw 1. Other members may declare a conflict for another member of the Committee by a simple majority vote. Members that are determined to be in conflict of interest must abstain on all votes to which that conflict pertains.
- 4.6. The Chair shall have the following responsibilities:
 - a) Setting SEIF deadlines for the academic year, subject to Board Approval;
 - b) Facilitate meetings;
 - c) Ensure that proper minutes are taken for every meeting;
 - d) Compile semesterly reports for the Board, with the designated staff member.
- 4.7. The Vice-Chair shall have the following responsibilities:
 - a) Assist the Chair in their duties.
 - b) Assume the responsibilities of the Chair in their absence.
- 4.8. The designated staff member shall have the following responsibilities:
 - a) Facilitate the submission of SEIF applications and compile materials prior to committee meetings;
 - b) Take meeting minutes and record decisions;



- c) Forward minutes to the Policy & Transition Coordinator for distribution to the Members of the Board;
- d) Book meeting locations;
- e) Manage communications to and from the Committee;
- f) Compile semesterly reports for the Board with the President;
- g) Coordinate the submission of SEIF Report Forms and ensure completion;
- h) Keep an updated list of any groups ineligible for SEIF funds in the current and upcoming academic year.

5. Meetings

- 5.1.** SEIF Committee meetings shall be held as required to receive and to review SEIF applications. These meetings are intended to occur on weeks opposite Board of Directors meetings.
- 5.2.** The schedule of meetings shall be pre-determined and submitted to the Board of Directors.
- 5.3.** Quorum for meetings shall be set at a simple majority of members.
- 5.4.** If the Committee fails to make quorum at any meeting, a new meeting date can be selected within one business week.

6. Reports

- 6.1.** Reports shall be compiled by the Chair and the designated staff member of the Committee.
- 6.2.** A report shall be submitted to the Board of Directors following each Fall and Winter semester. These reports shall include an overview of:
 - a) SEIF Applications;
 - b) Funding requests;
 - c) Funding allocated;
 - d) Impact on student body;
 - e) Summary of funds.

7. SEIF Requirements

- 7.1.** Applicant groups for SEIF must include a CSA member of good standing.



- 7.2. Each year, the CSA will budget funds to be made available by request to qualifying groups.
- 7.3. Funds from the SEIF line item, commonly known as the “Grants” line items under the Council Budget of the CSA Operating Budget, shall be intended for events where the CSA is not considered a co-sponsor.
- 7.4. Co-sponsoring shall be defined as when funds are granted to a group for an event from somewhere other than the “Grant” line items, found in the CSA Council budget.
- 7.5. Should the CSA choose to co-sponsor an event, it must do so before the SEIF request is presented to the Committee, and the Committee must be given full disclosure of the CSA’s involvement.
- 7.6. A completed SEIF Report Form, available on the CSA website, will be required by the Committee. A completed SEIF Report Form must include a finalized budget breakdown with matching receipts for all purchases. Any variances from the initial budget submission must be explained. Any unused funds must be returned to the CSA. If a group does not submit a completed SEIF Report Form by the prescribed deadline, the Clubs Executive contacts will be ineligible to apply for SEIF funding for the remainder of the current academic year, and the following academic year.
- 7.7. At the discretion of the SEIF Committee, any organizations that an individual is a Club Executive for will be made ineligible to apply for SEIF Funding for the remainder of the academic year, if deemed necessary due to failure to submit SEIF Report Forms as required. Individuals will be contacted via email with this decision and can file an appeal to the Board of Directors to challenge the decision.
- 7.8. Should a party requesting funding omit information pertaining to CSA sponsorship of a group or event, or should the CSA choose to co-sponsor an event after the Committee has granted funding, the SEIF must be re-submitted to the Committee where the original SEIF request and the new information must be included. After the new information has been presented, the Committee may decide to continue with the original support granted, alter the amount of support granted or rescind the grant completely.

8. SEIF Application Process

- 8.1. Subject to approval by the Board, the President will set three application deadlines in the Fall semester and one application deadline in the Winter



semester, with the option of setting additional application deadlines in the Winter semester, should the funding be available.

- 8.2.** Organizations are able to apply for funds retroactively within the current academic year.
- 8.3.** Qualifying groups shall be defined as groups that operate outside the CSA and have not had funds allocated to them under the CSA operating budget.
- 8.4.** Qualifying groups must submit a completed SEIF Request Form, available on the CSA website, to the Committee through the designated staff member.
- 8.5.** All parties must disclose as to whether their organization/ group collects student fees or other regular funding sources.
- 8.6.** All parties must provide confirmation that their organization has completed an Events Submission to Student Events & Risk Management.
- 8.7.** Groups applying for funding will not be considered unless it can be clearly demonstrated the request directly benefits the undergraduate community of the University of Guelph.
- 8.8.** In fairness to all organizations, no group will be awarded more than \$1000.00 in any fiscal year.
- 8.9.** In fairness to all organizations, no single application will be awarded more than \$750.00.
- 8.10.** The SEIF Committee will rank each funding application based on the following priority system:
 - i. Internal accredited CSA clubs;
 - ii. Special Status Groups;
 - iii. University of Guelph accredited undergraduate student organizations.
- 8.11.** The SEIF Committee will also consider the following:
 - Number of students attending the event;
 - Number of students impacted by the initiative;
 - If there is a cost to students to attend;
 - The inclusivity and accessibility of the event;
 - The level of enrichment to students;
 - The groups access to other funding sources;
 - The specificity of the budget;
 - Whether the group has received SEIF in the current academic year;



- The amount of funds remaining in the SEIF budget line.

8.12. The SEIF Committee is not permitted to approve funding for:

- Fundraising events, unless the raised funds are going to a student-specific organization;
- Goods purchased from sources that violate the CSA's Ethical Purchasing Policy;
- Alcoholic beverages.

8.13. Second time funding for the same event / initiative may be provided, if it is demonstrated that it will be innovative from the previous event/initiative, as the SEIF Committee will consider innovation as part of the review process.

8.14. The designated staff member will notify organizations within 72 hours of a SEIF Committee decision.

9. Appeals Process

9.1. Any party has the right to appeal any decisions made by the Committee on any of the following grounds:

- a) The Committee violated any CSA Bylaws or Policies;
- b) A member of the SEIF Committee who voted on the SEIF in question has a conflict of interest, as outlined in Bylaw 1.

9.2. Any party wishing to file an appeal must do so in writing to the President within seven (7) days of the original decision being communicated to the requestor. This written notice will clearly outline the reasons for the appeal.

9.3. Any parties who have been named in the appeal will be given three (3) days to prepare a counter-statement. These statements will be given to the appealing party twenty-four (24) hours in advance.

9.4. Appeals of the SEIF Committee shall be heard by the CSA Board of Directors at the next regularly scheduled Board Meeting. If there is no Board meeting scheduled within two weeks of the appeal submission, an emergency Board Meeting will be called. Decisions made by the Board of Directors are final.

9.5. The appealing party will be given fifteen (15) minutes to present both their original SEIF submission and the appeal submission to the Board of Directors, verbally and in writing.



- 9.6.** Any parties who have been named in the appeal will be given ten (10) minutes to present a counter-statement to the Board of Directors, both verbally and in writing.
- 9.7.** The Chair will entertain any discussion or motions on an appeal pertaining to any of the following outcomes:
 - a) A motion to deny the appeal and uphold the Committee's decision;
 - b) A motion to grant the appeal and make any changes necessary to the SEIF Committee in order to ensure a fair hearing;
 - c) A motion to grant the appeal, and which point the Board of Directors may make its final ruling on the SEIF in question.

Motion

Board of Directors Meeting # 4

August 26, 2026



Item 4.11.7

Amendment to Bylaw 1 (Organizational) re. CEPS Restructuring

Note: Bylaw 1 - Organizational, Section 12, states that amendments to a CSA Bylaw require one Board meeting notice. Bylaw amendments require a two-thirds majority vote at a Board meeting and a roll call vote.

Notice of this motion was provided at the Board meeting on July 29, 2026

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

WHEREAS the College of Engineering and Physical Sciences Student Council continued to serve as the college government for both colleges for the 2025-2026 academic year;

WHEREAS the Engineering Society is now accredited as the college government for the College of Engineering; and

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

BE IT RESOLVED to adopt the attached amendments to Bylaw 1 (Organizational) Section 2.10 (Member Colleges of the CSA), Section 4.1 (Board of Directors), and Section 4.2.3 (Member College Government Representatives (Appointed)).

Moved: Emilie Dudgeon, President

Seconded:

2.9 Members Not-in-Good-Standing

Failure to adhere to the responsibilities of membership, and following a two-thirds vote of the Board, individuals may be distinguished to be 'not in good standing' for a period of time as stated by the Board.

2.10 Member Colleges of the CSA

2.10.1 Member Colleges of the Central Student Association include the following:

- College of Arts ~~Student Union~~;
- College of Biological Sciences ~~Student Council~~;
- College of Computational, Mathematical, and Physical ~~and Engineering Sciences~~ ~~Student Council~~;
- College of Engineering;
- College of Social and Applied Human Sciences ~~Student Alliance~~;
- Gordon S. Lang School of Business and Economics ~~Students Association~~;
- ~~Student Federation of the~~ Ontario Agricultural College;
- Central Ontario Veterinary College ~~Student Association~~.

3.0 Officers of the Corporation

3.1 Signing Officers of the Corporation

3.1.1 The CSA Executive structure operates in a collaborative, hierarchical manner. However,

- a) the President shall serve as a signing officer of the CSA as well as fulfill any other duties as may be required by law or as the Board may determine from time to time.
- b) the Vice President Student Experience shall be also known as the 'Secretary' and serve as a signing officer of the CSA as well as fulfill any other duties as may be required by law or as the Board may determine from time to time.

4.0 Board of Directors

4.1 The affairs of the CSA shall be managed by a Board of Directors of ~~38~~⁷ persons composed of both elected and appointed members. The Board of Directors shall be composed of the Executive of the CSA, at-large elected student Directors, an appointed college representative for each of the member college governments, and representatives from student groups.

4.2 Board of Directors Composition

The composition of the Board of Directors shall be:

4.2.1 Executive (Ex-officio, non-voting)

- One President
- One Vice President Student Experience
- One Vice President Academic
- One Vice President External

4.2.2 At-Large (Elected) Representatives

- Two College of Arts
- Two College of Biological Sciences
- Two College of Computational, Mathematical, and Physical Sciences
- Two College of Engineering
- Two College of Social and Applied Human Sciences
- Two Gordon S. Lang School of Business and Economics
- Two Ontario Agricultural College
- Two Ontario Veterinary College

4.2.3 Member College Government Representatives (Appointed)

- One College of Arts Student Union
- One College of Biological Sciences Student Council
- One College of Computational, Mathematical, and Engineering Sciences Student Council
- One Engineering Society
- One College of Social and Applied Human Sciences Student Alliance
- One Lang Student Association
- One Central Veterinary Students Association
- One Student Federation of the Ontario Agricultural College

Motion

Board of Directors Meeting # 4
August 26, 2026



Item 4.11.8

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 July 29, 2026

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

WHEREAS the College of Engineering and Physical Sciences Student Council continued to serve as the college government for both colleges for the 2025-2026 academic year;

WHEREAS the Engineering Society is now accredited as the college government for the College of Engineering; 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: Emilie Dudgeon, 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 ~~38~~7 Board Member positions. Of these ~~38~~7 Board Member positions, ~~34~~3 positions hold the right to vote. Therefore, as per point 1.2.1, quorum would be 17 members 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 ~~38~~7 Board Member positions. Of these ~~38~~7 Board Member positions, four positions consist of the Executive Officers of the CSA. These Executive Officers are the President, Vice President Internal 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 ~~38~~⁷ Board Member positions. Of these ~~38~~⁷ Board Member positions, ~~34~~³ positions hold the right to vote. Therefore, as per point 1.3.1, quorum would be ~~12~~⁴ 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 ~~38~~⁷ Board Member positions. Of these ~~38~~⁷ Board Member positions, four positions consist of the Executive Officers of the CSA. These Executive Officers are the President, Vice President Internal 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. The Executive Officers fulfill the same duties and time commitments during the Summer Term as they do during the Fall and Winter Terms. As a result, to be included in quorum as per point 1.3.1, 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.

- 1.3.5** In the event of an Executive Officer position becoming vacant, a majority of filled Executive Officer positions are required to meet quorum.
- 1.3.6** Unless Fall and Winter Terms quorum is reached (point 1.2.1), there shall be no amendments to the CSA Rules of Order or Bylaws.
- 1.3.7** Matters involving policy shall be permitted but will require the same procedure as set out in Bylaw 4 – Policy of the CSA. Further, matters involving vital operating decisions will be conducted within the Summer Term quorum, including budget matters that are of a time sensitive matter. Budget matters will be required to follow procedures as laid out in Bylaw 1 – Organizational, Section 12 – Adoption and Amendments of Bylaws.
- 1.3.8** Proxies or alternates shall not be allowed for quorum or for voting.

Motion

Board of Directors Meeting # 4

August 26, 2026



Item 4.15 Adjournment

MOTION: That the CSA Board of Directors Meeting # 4 on August 26, 2026, be adjourned at pm.

Moved:

Seconded: