AGENDA
Board of Directors Meeting # 7
October 28, 2026 – 6:00 pm

Agenda – October 28, 2026

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7.11	**Business** 7.11.1 Amendment to Bylaw 1 (Organizational) Section 4.14 re. PBRC 7.11.2 Amendment to Bylaw 1 (Organizational) Section 4.16 re. PBRC 7.11.3 Amendment to CSA Rules of Order re. PBRC 7.11.4 Appoint Statement Making Committee 7.11.5 Appoint Representatives to University Centre (UC) Board 7.11.6 Appoint Awards Committee 7.11.7 Corporate Visa Application	 37 39 41 43 49 50 56
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7.15	**Adjournment**	57

Item 7.2.1 (a)
Approve the Agenda

MOTION: that the agenda for the CSA Board of Directors Meeting # 7 on October 28, 2026, be approved as printed and distributed.

Moved:
Seconded:

Item 7.2.1 (b)
Amend the Agenda

MOTION TO AMEND:

Moved:
Seconded:

Item 7.2.1 (c)
Approve the Amended Agenda

AMENDED MOTION: that the agenda for the CSA Board of Directors Meeting # 7 on October 28, 2026, be approved as amended with:

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Item 7.3.1
De-Ratify Lang School of Business and Economics Representative

WHEREAS member Ayesha Tanzeel has tendered her resignation from the Board of Directors;

BE IT RESOLVED that Ayesha Tanzeel be de-ratified from the 2026-2027 CSA Board of Directors, effective immediately:

Moved:
Seconded:

Item 7.5
Approval of Past Board Minutes

MOTION: That the Minutes be approved for the following CSA Board of Directors Meeting:

7.5.1	CSA Board Meeting # 6	October 7, 2026

Moved:
Seconded:

Item 7.6
Executive Committee Minutes

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

Agenda Item #	Meeting #	Meeting Date
7.6.1	Meeting # 13	September 24, 2026
7.6.2	Meeting # 14	October 7, 2026

Moved:
Seconded:

Minutes
Executive Committee Meeting (ECM)
Meeting #13 – September 24th, 2026 – 12:00 pm
CSA Boardroom

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

Regrets: None

Guests: None

1.0 **Call to Order** @ 12:04pm

2.0 **Adoption of the Agenda**

2.1 **Approve the Agenda**

Mover: Emilie Dudgeon

Seconder: 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 meetings:

4.1	Executive Committee Meeting #7	September 14, 2026

Moved: Emilie Dudgeon

Seconded: Kennedy McGregor

Executive Updates

4.1 **President**

4.1.1 **HR/Operations Updates**

- CSA Supervisory Training with Kennedy went well and was productive. The training covered important expectations and

resources for coordinators supervising student staff. I will be making a note in transition materials recommending that this training continue in future years.

- Completed our final interview for the Human Resources Coordinator position. We will now be moving forward with the next stage of the hiring process.
- Ongoing work with our Health & Dental provider to ensure CSA Executives are properly enrolled in the Health & Dental Plan.
- Met with our merchandise provider over lunch to discuss our partnership for the year. We identified opportunities to streamline the merchandise ordering process, particularly at the beginning of Executive terms. Recommended that they come at the beginning of each year to show Executives the products they offer.

4.1.2 **Committees**

- Elections & Referendum Committee held its second meeting. The committee approved candidate/nomination packages and reviewed and approved my proposed Fall By-Election promotional strategy. Both items were subsequently approved by the Board last night.
- Attended my first Student Executive Council meeting. It was a positive opportunity to meet and connect with the other student leaders across the campus.
- The Finance Committee met and approved the proposed amended budget, which received Board approval last night.

4.1.3 **Miscellaneous**

- We remain on track to host the Town Hall on October 6 with invites going out later today. There will be a stage for the forum, and food will be provided. Kennedy and Emilie will read questions and time, and Ash and Sydney will table for the CSA.

- Request for potential questions will go out, and Executives will meet later to develop some questions of our own.
- Unfortunately, the Homecoming Concert has been cancelled due to lower-than-anticipated ticket sales. We will be meeting with the UC to further discuss this programming specifically, and how best to move forward.
- Doing an interview with the Ontarian, to discuss the CSA and what my plans are for my presidency.

4.2 **VP Internal**

4.2.1 **Supervisory**

- Onboarding has gone well with new staff, and have been connecting with new staff to ensure they are confident in their roles.
- Clubs Days went well, and we worked out the issues with capacity that were experienced last year. There were no issues in regards to over-crowding.
- Drop-in network event for Clubs this evening to help student leaders connect.
- Christine, the Clubs Coordinator, has been having trouble with being interrupted with students wanting to ask questions. Going to do a trial-period of “Open Office Hours” to ensure that students are able to ask questions, while allowing Christine to complete her work.

4.2.2 **Committees**

- No committee’s met this week.

4.2.3 **Miscellaneous**

- Imaginus Poster sale was extremely successful.
- Menustraul Hygiene Initiative supplies are being restocked tomorrow.
- Cookies with the Cannon was also extremely successful and there was high student engagement.
- Student Organization Policy and Gryphlife training taking place this evening.
- Kennedy and I are in the process of planning various stressbuster activity.

4.3 **VP Academic**

4.3.1 **Supervisory**

- SHAC: Cases have been rolling in on a steady basis. Many have been housing and lease based. Our partners at the GWLC are going to be holding a tenancy workshop with us in October, more to come on this.
- The Ontarian is going to be running a piece of SHAC, and the final version will be forwarded to Emilie to okay before publishing. This touches on many common issues students face with housing, and we are hoping it better prepares them before signing a lease.
- SHAC is hoping to run various social media series and will be creating an increased presence on social media.

4.3.2 **Committees**

- Board of Undergraduate Studies (BUGS): Many new programs, courses, and minors were approved to go to Senate. Most notably is a new Bachelor of Artificial Intelligence, which is uniquely meant to prepare students entering the work force in the new realm of AI. The program is suited to ensure that students know how to use AI ethically and also promoting the awareness of implications AI may pose to certain equity deserving groups.
- Co-Curricular Experiential Learning Integrity Committee (CELIC): Discussed statistics of new experiential learning opportunities that have been introduced to Guelph (I believe in the last four or so years the number has went up by 400 percent!). I also volunteered to help draft the appeals process for those programs that may be denied to earn a place on the PCDR.
- Calendar Review Committee- Again, there are loads of new courses and programs that have been approved at this level and will be forwarded to BUGS. Notably, the Pharmaceutical program is still trying to work out some tweaks into how this best suits students (for example, making sure students are aware of their options as there are two paths that they can take in this program, and one would require them to go to Seneca College for a semester).
- Accessibility Steering Committee- This was more of an introductory meeting regarding what the scope of this committee is and what discussions may look like in the future. I appreciated that members of the committee recognized there needs to be more people who identify with a disability on

the committee, and also senior administration who can be involved and make change.

- Art in the Bullring- Had my first meeting with Noah, the Art n the Bullring Coordinator from the Fine Arts Network (FAN). We have got the ball rolling on many ideas, and hope to loop in more CSA and FAN members soon!

4.3.3 **Miscellaneous**

- Student Memorial Service will be taking place on Friday, we had a great meeting with all the staff who will be helping out and our prepared to run a lovely service.
- I sat on the Foodbank Assistant Hiring Committee, and we finished our hiring with a successful candidate.
- Sydney and I sat down to plan some stressbusters, and we are really excited about some of the ideas we have planned. As we book and confirm these dates we will be sure to share more!
- The LINC is directing students to SHAC for dental fee opt-out, Emilie can you please contact them? I have had some folks reach out with accessibility concerns here too, the automated phone system is too quiet and the tv that calls numbers is not working.
- The Foodbank voicemail is also not working, and people cannot make out what is being said and it seems distorted.
- As I chaired the Board Meeting last evening, much of my week went to preparing to do so.

4.4 **VP External**

4.4.1 **Supervisory**

- The new Foodbank Assistant starts training today at the Foodbank and will start regular hours the week of Oct 5th.
- Helped at the Foodbank yesterday and there was a large donation of dry goods! There may be some social media posts for the Foodbank that come from that donation.
- Rozhan has said she would like my help at the Foodbank next week, which she will fit in between my meetings.

4.4.2 **Committees**

- The Human Rights Advisory Group met on Tuesday to discuss the annual report and to give updates.
- The Sustainability Action Fund Steering Committee met on Wednesday. There was an expression of interest for some energy saving improvements for the new Turfgrass Institute building which was sent back to the applicant for more information as well as some policy updates to limit how long groups granted money can hold onto it without using it.

4.4.3 **Miscellaneous**

- The VPE for Concordia I met with during the summer has invited me to attend a virtual town hall on October 22nd to discuss current austerity measures across Canada.

6.1 Motions

MOTION: That the following be appointed to the Board Scribe Hiring Committee:

Emilie Dudgeon, CSA President
Kennedy McGregor, CSA VP Academic
Colleen Bovay, CSA Policy and Transition Coordinator

Moved: Emilie Dudgeon

Seconded: Kennedy McGregor

Motion Carried.

MOTION: That the following be appointed to the Board Chair Hiring Committee:

Emilie Dudgeon, CSA President
Kennedy McGregor, CSA VP Academic
Colleen Bovay, CSA Policy and Transition Coordinator

Moved: Emilie Dudgeon

Seconded: Sydney Hooper

5.0 **New Business**

There was no *New Business.*

6.0 **In Camera**

There was no *In Camera* session.

7.0 **Adjournment** @ 12:43 pm

Next Meeting: September 30th, 2026

Minutes
Executive Committee Meeting (ECM)
Meeting #14 – October 7th, 2026 – 4:00 pm
CSA Boardroom

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

Regrets: None

Guests: None

1.0 **Call to Order** @ 4:04pm

2.0 **Adoption of the Agenda**

2.1 **Approve the Agenda**

Mover: Kennedy McGregor

Seconder: 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 meetings:

4.1	Executive Committee Meeting #13	September 23, 2026

Moved: Emilie Dudgeon

Seconded: Ash Ames

Executive Updates

4.1 **President**

4.1.1 **HR/Operations Updates**

- We have now wrapped up interviews for the Chief Returning Officer position, and an offer has been extended to our preferred candidate.
- Interviews for the Events Coordinator position are taking place tomorrow. Looking forward to the possibility of moving ahead with the hiring process and filling this important role.
- Completed interviews for the Board Scribe position and moved forward with a successful candidate. They will be shadowing at tonight's board meeting, and I am very excited to have them join the team.
- We have confirmed an October 19 start date for our new HR Coordinator and an October 26 start date for our new Executive Director. Very happy to welcome both of them into their roles and continue building out our permanent staff team. In the process of booking a team lunch, to connect them with everyone at the office as well as Kat and Andrew from the Bullring.
- Held our first round of All Staff meetings, which served as longer orientation sessions focused on the CSA as a whole, our structure, and how our different teams work together. It was fantastic to see staff beginning to connect across the organization and provided a great opportunity to welcome our newest staff members.
- Syndey and I met with Mike Calvert to discuss space planning within the University Centre and considerations for CSA spaces moving forward. This includes renovations to level 5 of the UC, and College Royale taking place in the UC. There were no major decisions made at this meeting, but it was a good starting chat.

4.1.2 **Committees**

- The Policy and Bylaw Review Committee held its first meeting and began work on several exciting potential changes. Notice of the Committee's recommendations will be coming forward to the Board tonight. This includes changes regarding Board Chair and allowances to election candidate.

- Student Life Enhancement Fund- SLEF reviews have been a significant administrative undertaking over the past couple of weeks. We are nearing the end of the review process and expect our work to be wrapped up by this Friday.
- Execs attended our first Student Leaders & Administration Meeting (SLAM), providing an opportunity to meet with other student leaders and university administration and begin discussions for the year.

4.1.3 **Miscellaneous**

- Our Town Hall was a success, with all 10 candidates attending. We partnered with the UofG Political Science Society for the event, which was a great addition. A big thank you to all of the Executives for attending and for the work that went into pulling the event together.
- We held our first Annual General Meeting planning meeting and have started working through the logistics of the quickly approaching AGM. Planning will continue over the coming weeks as we prepare for the meeting.

4.2 **VP Internal**

4.2.1 **Supervisory**

- Accreditation deadline for clubs has been extended to October 11th. There is many new clubs that have come up this year which is really exciting.
- Clubs General Meetings had really great attendance and students were extremely engaged.
- Christine will be hosting a Clubs workshop series, and this is the first time this has been done. It will help students running their clubs know certain processes and procedures, and hopefully show that the CSA is here to support them.

4.2.2 **Committees**

- Student Life Enhancement Fund- SLEF, the same update as the President, but similarity really excited about some of the applications.
- Student Events and Initatives Funding- SEIF, a lot of applications to this round, and many seem like they will be approved.

- Student Events and Risk Management- Committee met, and has been working on reviewing policies and educating members about what SERM does.

4.2.3 **Miscellaneous**

- The first Sexy Bingo took place last week and was sold out. The new minigames went well and students seemed very excited.
- Orders for the first Free Flow Market have been placed, and there is about 400 pairs of Knix Underwear.
- SERM reviews are picking up for Halloween events, but students seem to be picking this up much more.
- Amy, the Front Office Coordinator, will be taking a short medical leave. Please make sure all Executives are available to help and support the Front Office Assistants.

4.3 **VP Academic**

4.3.1 **Supervisory**

- Student Help and Advocacy Centre: SHAC is going to be holding an event on October 28th that is a tenancy workshop. They are looking to invite multiple legal based clubs, as well as representatives from START International, Off Campus Student Association, and Interhall Council.
- This event is going to be similar in size to the town hall forum, and they will need to use our tech equipment.
- SHAC will be rolling out multiple social media series so be sure to be on the lookout for those.
- For Gryphlife, is SHAC currently their own page, and can we add the Assistants as Officers? On their end it currently says Emilie is the Officer and they cannot access it.

4.3.2 **Committees**

- Student Leaders and Admin Meeting (SLAM): A good introduction meeting, hoping to get students more involved with decisions at the bigger level and be able to be consulted as these decisions are being made.
- Calendar Review Committee (CRC): Focusing on reviewing courses at Ridgetown right now. They are looking to revamp their diploma of Agriculture, but there is a lot of logistics to look at with this big change.

- University Senate: Many of the programs that I have discussed that were reviewed at CRC were approved at the Senate level. Notably, Senate did not pass a motion asking for academic amnesty. Many faculty felt that this would set a poor precedent and use their collective agreement as an excuse to not allow this.

4.3.3 **Miscellaneous**

- The Student Memorial Service was extremely successful, and all of the families were very grateful for the service. A big thank you to all of you who helped make this day go well. The new memorial table was extremely well received, and families filled it with tokens and pictures of their loved ones, and it allowed the families to connect with one another.
- Sat on the hiring committee for front office assistant and Board scribe and we had two great successful candidates.
- For Board Chair, we did not receive any applications that were feasible to interview.
- With Emilie being out sick, helped plan the Town Hall forum, and we were able to run a successful event with a good turnout. This was really beneficial for students, and the candidates to connect with students. Would strongly recommend this occur in the future.
- Met with Allison from the EL Hub to talk about our PCDR proposal and got some feedback. We are in a great spot, and we are hoping to implement this process with our new Human Resource Coordinator and Executive Director. We really want students to be able to reflect on their positions with the CSA and use this as an opportunity to help them grow with their career.
- The tutoring with the CSA survey went out at the beginning of October, and would appreciate us pushing this on social media to hopefully reach as wide as breadth as possible. Thinking of sending this out to various professors to hopefully post on Courselink.

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4.4 **VP External**

4.4.1 **Supervisory**

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4.4.2 **Committees**

- Food Security Committee- There was a research study regarding food security. The results will be used for workshops and reflection with different groups engaged in food security work. We also received some updates from already formed working groups, mainly looking to get the U of G food market a permanent space in the UC.

4.4.3 **Miscellaneous**

- CFRU gained consent from all the candidates from the Townhall and have posted the audio from the forum on their page. It may be helpful to post about this on our socials.
- Have been booking multiple dates to table for elections, both Municipal and our own CSA by election.
- There will be an organizing call with CFS-O on the November 5th Walkout.

6.1 Motions

MOTION: That the following Executive be appointed to the Accessibility Committee:

Ash Ames, CSA VP External

Moved: Emilie Dudgeon

Seconded: Sydney Hooper

Motion Carried.

5.0 **New Business**

There was no *New Business.*

6.0 **In Camera**

There was no *In Camera* session.

7.0 **Adjournment** @ 4:56 pm

Next Meeting: October 19th, 2026

Item 7.7
Executive Updates

MOTION: That the following Executive Updates be received as information:

7.7.1	President	October 28, 2026
7.7.2	VP Internal	October 28, 2026
7.7.3	VP Academic	October 28, 2026
7.7.4	VP External	October 28, 2026

Moved:
Seconded:

Executive Update

President

October 28, 2026

Hi everyone!

I hope everyone has been having a great October! It has been another busy month at the CSA as we continue to settle into the fall semester, welcome new members to our team, and make progress on several ongoing projects and initiatives.

A significant focus of my portfolio this month has been recruitment, onboarding, and strengthening our internal operations. It has been excited to see some of the projects we have been working on over the past several months begin to come together!

Ongoing Projects:

HR / Operations Update:

October has been an exciting month for staffing and recruitment at the CSA!

Our new Human Resources Coordinator, Caitlin, started on October 19th, and our new Executive Director, Kim Rodrigues, officially joined us on October 26th! I have been spending a significant amount of time onboarding our new staff members and supporting their transitions into the organization.

In preparation for these new positions, I developed comprehensive transition manuals for both the Human Resources Coordinator and Executive Director roles. These documents outline key responsibilities, organizational processes, and ongoing priorities, and are intended to serve as living resources that can be updated and used to support future transitions.

Another exciting project underway is the implementation of Employment Hero, our new Human Resources Administration System! This platform will provide a centralized digital space for employees to access their timesheets, paystubs, training documents, employment contracts, and other important HR information. I am particularly excited about this transition as it will allow us to move away from many of our current paper-based processes, streamline administrative tasks, and improve accessibility for staff across the organization.

We have also successfully completed recruitment for our Events Coordinator position, with our new hire beginning in early November!

With several key vacancies now filled, I am looking forward to having more capacity to focus on longer-term operational improvements and organizational priorities.

Committees:

The Finance Committee met again this month, where we continued reviewing CSA policies and bylaws and discussing potential recommendations for changes. These discussions have been productive as we work toward strengthening our internal governance processes.

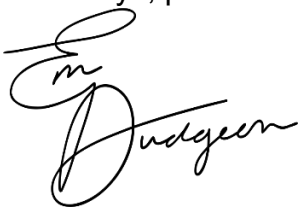
I attended the first Compulsory Fees Committee meeting of the year and joined a working group alongside the VP Academic to examine compulsory fees as they relate to fully online academic programs.

The Elections and Referendum Committee has also continued its work as we are underway with the Fall By-Election, with a focus on encouraging student engagement and participation throughout the election period.

Overall, October has been a month of significant progress and transition for the CSA. It has been exciting to welcome new members to our team and see many of our ongoing projects move forward.

With our new Executive Director and Human Resources Coordinator now in place, I am looking forward to shifting more attention toward longer-term organizational priorities as we move into November!

As always, please feel free to reach out with any questions, feedback, or ideas!



General Update: I hope that you have all been enjoying the fall weather before it gets too cold and managing well with your classes & commitments!

As we welcome new staff to CSA this month, it has been so exciting to see the team with a fuller compliment of staff. I am confident that these changes will allow us to the time necessary to focus more on the needs wants of our membership.

Events:

We have held some greatly successful events over the past few weeks! Our first Free Flow Market of the year took place on October 22nd. Adjusted setup resulted in a much smoother show than previous. This year, we decided to add an additional style of Knix period underwear to the available options; this was very well received by students! We will continue to offer this larger range of options to future shows. Additionally, on October 14th, the VP Academic and I held a Cookies & Hot Chocolate stressbuster event, giving out free treats to over 600 students in Branion, with a live music feature. This was a great opportunity to connect with students and provide a small reprieve from midterms for many; we are really pleased with how this event went!

Tomorrow we will be holding our second Sexy Bingo show of the semester! This is our first show with a theme (Rocky Horror Picture Show), and I am excited to see how students respond! If attendees are enthusiastic about the themed show, I plan to host more in the future. Additionally, the VP Academic and I are working on another stressbuster, Study Care Packages. These are bags containing treats, study supplies, and Bullring coupons which we will be giving out to 300 students across campus over the next few weeks. We hope that this will be an opportunity to connect with students, without requiring them to step away from their studying.

Services

Clubs:

Our Clubs Coordinator, Christine, held club workshops on October 14th and 16th, with one date being rescheduled, covering topics including event planning, leadership and conflict resolution within clubs, and club finances. These workshops were well received. We are planning to host more, including a Mental Health First Aid course for our mental wellbeing focused clubs.

Christine and I had a meeting with the Policy and Transition Coordinator, Colleen, yesterday to establish a detailed timeline for the completion of the Clubs Handbook updates. We are eager to get these updates done, and I look forward to getting back into reviewing the document!

Christine and I are in the process of cleaning up and reorganizing the CSA clubs poster room. Additionally, we will be completing a space audit of the locker room, to ensure that all spaces are being used in their entirety, and as many clubs have access to storage space as possible.

Fall 2026 accreditation has officially closed, and Christine is working hard to finalize reviews and approvals for our clubs. Once we have final numbers for the semester, I will be happy to share with you all!

SafeWalk:

The SafeWalk team has had an incredibly successful start to the academic year, with 30 calls as of October 23rd! They have officially filled their volunteer numbers, with 40 enthusiastic volunteers on the team. Importantly, they have not had a single call-out from a shift thus far, meaning that the SafeWalk service has run every single school night since Saturday 16th. On October 20th, they held a hot chocolate event with great attendance and reception from students!

Bike Centre:

The Bike Centre team has begun prep for the annual bike auction. If you or anyone you know has a bike that they aren't using, consider donating it to the bike auction!

Student Events & Risk Management:

The SERM and Clubs Coordinator have been working hard to finalize a SERM guide for student events planners. Along with new and updated club materials, we hope that this resource will be helpful for students planning largescale or off campus events, students new to the process, and simply anyone with questions about SERM!

Social Media:

Our social media assistants have been a great addition to the CSA promotions team. They are both enthusiastic and have been bringing fresh ideas to the CSA's social media! They have been enjoying connecting directly with membership for social media content, and we have had great feedback on our short form content thus far!

Executive Update

CSA Vice President Academic
October 28, 2026

General Update:

We are halfway through the fall semester and things have been busy over here at the CSA! There are multiple exciting projects on the go, and we are finally in the process of welcoming new staff to our team. I am so excited to see a full team come together, and I truly think this will allow us to provide the best services and advocacy to our student body! I have had the privilege of connecting with many students and have advocated for many reforms surrounding issues such as wait times for academic advising, student space in the library, and instructor communication in courses. I have been fortunate enough to help plan and run some successful events, such as the Ward 5 Candidate Forum and the Cocoa and Cookies Stressbusters. As always, I would love the opportunity to connect with any directors about issues or ideas they are hearing from students on campus!

Ongoing Projects:

- Stressbusters: The VP Internal and I have been working hard to introduce some new stressbuster initiatives that are hopefully going to be well-received by students. We will be doing a "Self-Care Package" Handout in mid-November and a "Late Night Breakfast" at the end of November.
- Tutoring with the CSA: This has been an ongoing project, and I hope to present the results to the Board of the survey that has been put out at the end of November. As of now we have 357 responses, but I would love to have more, so please get the word out!
- CSA Students on Professional Career Development Record: I have been working hard to fill out this application so student opportunities and jobs through the CSA are more formally recognized. I have met with Experiential Learning a few times and it seems we are in a good spot to have these established. I have also worked with the President and HR Coordinator to establish more formalized feedback measures, and processes such as goal setting.
- Art in the Bullring- We are on track to run a successful event! The monetary prizes have been increased from $100 to $200 for the five winners. We have some great live music set up, and there will of course be free food and drinks! We are really pushing to students this year that they do not need to be an art student to participate, and it is open for everyone!

Committees:

- Calendar Review Committee (CRC): This has been a busy committee, with multiple new courses, programs and changes coming down the line. It is really great to see that majority of colleges on campus are making courses with student interest in mind. This committee is extremely detail-oriented in ensuring that

courses will be presented on the calendar in a way that makes most sense for students.
- Compulsory Fees Committee: This meeting was an orientation on the different types of fees that the University collects from students. There was conversation on whether students registered in a strictly online program should be required to pay fees that are for services physically on campus. The CSA President and I volunteered to join a working group to discuss this topic more and develop a solution.

Services:

- Student Help and Advocacy Centre (SHAC)- SHAC is receiving a steady number of cases and currently have 45 on the books for Fall. This is a higher amount than last year, and it is great to see the service being used. SHAC will be holding their first major outreach event on October 28th which is a tenancy workshop to inform students of their renter's rights.

Executive Update

VP External

October 28, 2026

Central Student Association

General Update:

I've recently completed a series of 4 awareness posts for the Municipal Election with information students may want to see before they go to vote, such as where to vote, who is eligible to vote, and acceptable id.

The last post in the Municipal Election series went up on October 26th to remind students of Election Day.

I've been doing a lot of tabling in the University Centre for the Municipal Election, and I have tabling for the November 5th rally on the 27th and 29th.

A post went up last week on our Instagram for the November 5th walkout, explaining what the rally is for, and explaining that though there will be no general academic amnesty for November 5th, students can ask their professors for accommodation.

I've ordered tea and hot chocolate from Hospitality Services for the November 5th rally which will be available in Branion for anyone who stops by.

The Canadian Federation of Students is having their National General Meeting, from Friday, November 13th to Tuesday, November 17th, 2026.

On October 13th, I attended a CFS National Constituency Meeting for Two Spirit and Queer Students. We discussed what the climate is on our campus for Queer students and what our student unions are doing for our queer membership.

I attended a CFS Ontario organizing call on October 9th for the rally on November 5th and got to hear updates from a lot of campuses on their plans.

I've found through hearing from other student unions many other universities across Ontario did have their senates grant academic amnesty for November 5th, so even though we didn't get academic amnesty this time, this shows that academic amnesty is absolutely possible, and I think that it is something worth pushing for in the future.

The final CFS Ontario November 5th organizing call will be on October 30th.

Ongoing Projects:

- The other execs and I will be doing sign making for the November 5th rally in the University Centre on October 30th and November 2nd. Feel free to stop by!
- I've been reaching out to some student groups for possible speakers for the November 5th rally, such as reaching out to the college governments.

Committees:

- The Food4U Advisory Committee met on October 22nd to do an overview of what the Food 4U program does, how many students access it, and how often students can access it.
- The Student Rights & Responsibilities Committee met on October 8th and went over the annual reports. The next meeting is November 2nd.
- SLAM met on October 26th and discussed cybersecurity and the new Sexual and Gender Based Violence Policy.
- The SAF Steering Committee met on October 28th to go over two statements of interest that were sent in. One statement of interest was on a research project for plastic reuse, the other for a pilot study on sidewalk de-icing.

Services:

The Guelph Student FoodBank has reached capacity, registration is closed.

It's been busy at the FoodBank these past few weeks, and I've been helping a bit here and there with appointments and portioning when help is needed.

Item 7.10.1
Summary of Committee Appointments

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

Moved:
Seconded:

The following Summary of Committee Appointments is provided as information:

Art in the Bullring Winner Selection Committee
Appointed: October 7, 2026

Daniella Dada	CSA Representative
Jonah Greenhut	CSA Representative
Oliver Hughes	CSA Representative

Accessibility Committee
Appointed: September 23, 2026

Ahmed Khamis	Director
Ellie Mendelovitz	Director
William Coleman	Director

Student Health and Dental Plan Committee
Appointed: August 26, 2026

Jonah Greenhut	Director

CSA/GSA Transit Committee
Appointed: August 26, 2026

Ellie Mendelovitz	Director

Student Events and Initiatives Funding Committee
Appointed: August 26, 2026

Emilie Dudgeon	President
Sydney Hooper	Additional Executive
Mikayla Eisses	Director (At-Large/College Government)
Adam Venter	Director (Student Organization)
Jonah Greenhut	Director (Additional)

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

Guelph Centre for Urban Organic Farming Advisory Group
Appointed: June 3, 2026

Val Hodgkinson	CSA Representative

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

Policy and Bylaw Review Committee
Appointed: June 3, 2026

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

Item 7.10.2
Hiring Committee Report
Front Office Assistant

Posting Date: September 11, 2026
Closing Date: September 25, 2026

Hiring Committee Members:

Kennedy McGregor (VP Academic)
Amy Lee Chong (Office Coordinator & Service Support)
Ada Sencio (Front Office Assistant)

Number of Applicants: 122
Number of Interviews: 4

Successful Candidate: Cianna Simpson
Start Date: October 5, 2026

MOTION: That the hiring of Cianna Simpson for the position of Front Office Assistant be approved, as recommended by the Hiring Committee.

Moved:
Seconded:

Item 7.10.3
Hiring Committee Report
Board Scribe

Posting Date: September 11, 2026
Closing Date: September 25, 2026

Hiring Committee Members:

Emilie Dudgeon (President)
Kennedy McGregor (VP Academic)
Colleen Bovay (Policy & Transition Coordinator)

Number of Applicants: 21
Number of Interviews: 2

Successful Candidate: Emily Heimpel
Start Date: October 7, 2026

MOTION: That the hiring of Emily Heimpel for the position of Board Scribe be approved, as recommended by the Hiring Committee.

Moved:
Seconded:

Item 7.10.4
Finance Committee Minutes # 1

MOTION: that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
7.10.4	Meeting # 1	September 2, 2026

Moved:
Seconded:

MINUTES
Finance Committee Meeting # 1
September 2, 2026 – 5:30 pm

Members Present: William Coleman, Jonah Greenhut, Noel Johnston, Nathaniel Broughton, Sydney Hooper, Emilie Dudgeon

Chair: Emilie Dudgeon

1. **Welcome and Introductions**

2. **Approval of Agenda**
   Approved.

3. **Orientation**
   - **Review of Finance Committee Terms of Reference**
     The committee will review the Terms of Reference regarding the scheduled number of meetings held over the summer semester.

   - **Review of Bylaw 3 – Financial**
     Substantial amendments to Bylaw 3 are required to improve clarity and establish formal guidelines for using a corporate credit card. The changes aim to eliminate the current system where staff personally cover expenses and seek reimbursement. Under the proposed workflow, card charges must be approved before purchases are made, rather than relying solely on post-spending approval.

   - **General Timeline & List of Responsibilities**
     Due to a busy upcoming semester and recent structural changes, an amended budget will likely be presented at the next meeting. The focus will be on reallocating funds that were previously lumped together to better reflect actual operational needs.

     The audit report is nearly finalized and will be delivered well in advance of this year's Annual General Meeting. Work will also involve completing standard financial statements.

     The organization is interested in updating its accounting software. Two primary options are currently being considered: Sage and Microsoft.

   - **General 2026-2027 Budget Overview**
     - **Comments & General Overview**
     - **Student Fee & Revenue Summary Entertainment Fees**

- **Restricted Fees**
- **Portfolio Budgets**

4. **Financial Update to April 30, 2026**

5. **Financial Update to July 30, 2026**

   Concerns raised regarding ongoing construction related to the Day Hall project blocking the entrance to the Bullring. The blockage may negatively impact Bullring revenue for the duration of the construction work.

6. **Expenditures over $5,000**

Item 7.10.5
Hiring Committee Report
Events Coordinator

Posting Date: September 14, 2026
Closing Date: September 28, 2026

Hiring Committee Members:

Emilie Dudgeon, President
Sydney Hooper, VP Internal
Emma Bradley, Promotional Services & Graphic Design Coordinator

Number of Applicants: 17
Number of Interviews: 3

Successful Candidate: Sally Draper
Start Date: November 2, 2026

MOTION: That the hiring of Sally Draper for the position of Events Coordinator be approved, as recommended by the Hiring Committee.

Moved:
Seconded:

Item 7.11.1
Amendment to Bylaw 1 (Organizational) Section 4.14 re. PBRC

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 October 7, 2026

MOTION: to adopt the attached amendments to Bylaw 1 (Organizational) Section 4.14 as recommended by the Policy and Bylaw Review Committee.

Moved: Emilie Dudgeon, President
Seconded:

4.14 Appointment of Chair of the Board

4.14.1 The Chair of the Board shall be hired pursuant to CSA Human Resources Policy and ratified via the Hiring Committee Report at the first meeting following their hiring.~~of the Board within the elected term.~~

- Alternatively, the CSA signing officers may enter a contract with a business that offers the services of Board Chairs.

4.14.2 In the event that the Chair of the Board is not ratified, a contract is not held for Board Chair services, or a Board Chair is unavailable for a scheduled meeting, the President or a Director (including a member of the Executive Committee) appointed by the Board shall serve as Chair.~~, until an alternate Chair is appointed~~. As appropriate, the CSA signing officers may contract a Board Chair on a temporary basis for these circumstances.

Item 7.11.2
Amendment to Bylaw 1 (Organizational) Section 4.16 re. PBRC

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 October 7, 2026

MOTION: to adopt the attached amendments to Bylaw 1 (Organizational) Section 4.16 as recommended by the Policy and Bylaw Review Committee.

Moved: Emilie Dudgeon, President
Seconded:

4.16. Board Meetings

4.16.1 All meetings of the Board of Directors shall be open to the public. Members of the CSA are strongly encouraged to attend meetings.

4.16.2 The Board of Directors shall meet at least four (4) times during an academic semester.

4.16.3 An exception may be made for meetings during the summer semester, based on financial or other considerations.

4.16.4 The Policy & Transition Coordinator shall be responsible for scheduling Board Meetings. The Board of Directors will approve the Board Meeting Schedule for the following year by the end of the winter semester.

4.16.5 ~~In addition,~~ Additional meetings of the Board of Directors may be called on a minimum of 48 hours notice by a majority vote of the Executive Committee or via the processes outlined in the CSA Rules of Order.~~, in three ways:~~

- ~~Decision of three members of the Executive Committee;~~

~~Student petition with 50 signatures presented to the Policy & Transition Coordinator,~~

- ~~Petition of one-half of ratified Directors (one signature per voting seat), to be presented to the Policy & Transition Coordinator.~~

Item 7.11.3
Amendment to CSA Rules of Order re. PBRC

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

Notice of this motion was provided at the Board meeting on October 7, 2026

MOTION: to adopt the attached additions to the CSA Rules of Order as recommended by the Policy and Bylaw Review Committee.

Moved: Emilie Dudgeon, President
Seconded:

7.0 Calling Additional Board Meetings

Meetings of the Board of Directors may be called on a minimum of 48 hours notice by a majority vote of the Executive Committee or via the following options.

7.1 Meetings of the Board of Directors may be called by an undergraduate student petition with 50 signatures presented to the Policy & Transition Coordinator.

- Petition signatures shall be gathered on a form provided by the CSA.
- Petition signatures shall undergo verification using the undergraduate student list provided by the Registrar.
- The petition shall be sponsored by at least two voting members of the Board of Directors who shall act as mover and seconder and submit business items for the meeting with the petition.
- The meeting will be scheduled at the earliest availability of Board Administration staff and a majority of the Executive Committee, with a minimum notice of 48 hours.

7.2 Meetings of the Board of Directors may be called by a petition of one-half of ratified Directors, to be presented to the Policy & Transition Coordinator.

- The meeting will be scheduled at the earliest availability of Board Administration staff and a majority of the Executive Committee, with a minimum notice of 48 hours.

Item 7.11.4
Appoint Statement Making Committee

WHEREAS the Statement Making Committee Terms of Reference states that the membership of the Committee will consist of:

- The Vice President External;
- Three Directors; and
- Two General Members of the CSA in good standing

BE IT RESOLVED that the following Directors be appointed to the Statement Making Committee for the 2026-2027 academic year:

[3 Directors]

AND FURTHER that the following General Members of the CSA be appointed to the Statement Making Committee for the 2026-2027 academic year:

Iman Ijaz
Jordanna Kehoe

Moved:
Seconded:

See following pages for General Member Applicant Statements of Interest and Statement Making Committee information.

Statements of Interest

Iman Ijaz:

My name is Iman Ijaz and I'm starting my second year as a Psychology major in September. I believe I could bring valuable insight to the CSA by covering concerns of the South-Asian, queer, and women's communities on campus! I have experience in Student Association work from my high school, where I was a general member of the Student Board in Grade 12. I helped organize large scale events (such as the Children's Holiday Party — a large charity event involving children from all over Windsor-Essex). In addition to this, I was also an on-call member for the Model UN at my high-school, which has equipped me with experience in last minute calls and meetings. I believe these experiences, as well as my interest in representing the needs of different communities comprising the U of G student body make me a great candidate for this position

Jordanna Kehoe:

I am interested in joining the Statement-Making Committee because I care about how political issues are discussed and represented within the university community. As a Political Science student and through my leadership as President of the Political Science Society, I have gained experience organizing student initiatives, working with different perspectives, and creating opportunities for students to engage with faculty and political issues. My studies in politics and public policy have also strengthened my ability to think critically about how decisions and public statements can affect different groups. I would bring a thoughtful approach to the committee and would take seriously the responsibility to consult with students who may be directly impacted by a statement. I am especially interested in contributing to a process that allows the CSA to respond to important issues while making sure its statements are informed and respectful of the broader student community.

Statement Making Committee
Terms of Reference

Committee: Statement Making Committee
Committee Chair: Vice-President (External)
Committee Classification: Internal Committee

1. Responsibilities

1.1. To meet on an as-needed basis to discuss and draft statements on topics that impact members of the CSA and/or the organization as a whole. Statements regarding political matters must be brought to the committee. Other topics can be referred, including but not limited to, local, national, and global events, University of Guelph activities, and more as determined appropriate.

- The CSA Board of Directors may refer topics to the committee for their consideration. This requires a simple majority vote of the Board.

1.2. To operate in a manner that is as objective, fair, and impartial as possible when discussing issues and making decisions.

1.3. To consult with impacted student groups throughout the statement making process, if applicable, and use appropriate fact checking methods.

- Consultation may occur during or outside of committee meetings, as determined by the committee membership.
- Impacted student groups may attend meetings of the committee when invited or as requested.

1.4. To act in the best interest of the organization and the membership when developing statements.

1.5. To ensure statements comply with the mandate, bylaws and policies, and approach of the CSA.

1.6. To submit all draft statements to the CSA Board of Directors for discussion and approval before posting publicly or sending directly to the attention of University Administration or other external parties.

- The Board of Directors must approve all statements provided and approve the recommended methods and timeline of publishing the statements.
- All political statements must pass via a 2/3 majority vote of the Board.

1.7. To submit reports to the CSA Board of Directors as mandated regarding progress and decisions made on topics referred by the Board.

1.8. To notify members of the Board of Directors via email when the committee plans to meet to discuss items. In addition, notice of committee meetings must be publicized on the CSA Instagram page.

- Executives, Directors, and General Members may attend meetings of the committee as guests. Interested individuals will email the Vice President External to obtain meeting information.
- Guests will not have speaking rights at committee meetings unless extended by consensus or majority vote of the committee membership. Guests will not have voting rights.

2. Membership and Formation

2.1. Membership of the Statement Making Committee will be organized by the Vice President External and ratified by the Board of Directors at the first meeting of the summer semester. The Vice-President External will be responsible for prompting the call-out for general members for the upcoming academic year in the winter semester.

2.2. The membership will consist of:

- The Vice President External;
- Three Directors;
- Two General Members of the CSA in good standing as per the requirements in Bylaw 1, Section 2.1.

2.3. The Board will nominate and approve the Directors who will sit on the committee as per Robert's Rules.

2.4. General Members of the CSA to sit on the committee will be selected as follows:

- General Members of the CSA will be informed of the volunteer opportunity through advertising via mass-email, social media/CSA website, and posters as determined necessary to form a volunteer pool. The Vice President External will organize promotions and the application process;
- All interested General Members shall submit a 150-word statement of interest to be reviewed by the Board;
- The Board will select and ratify General Members to be on the committee as per Robert's Rules.

2.5. Advertising to, and the selection process of General Members of the CSA to sit on the Statement Making Committee shall take into consideration candidate equity.

- A candidate who falls within a marginalized group will be selected when that candidate is of comparable qualifications to the other most qualified candidates. Marginalized shall be defined as a person from groups that face systemic barriers to such volunteer opportunities, including but not limited to women, racialized people, indigenous people, queer people, persons with disabilities, and international students.

3. Structure

3.1. The Vice President External shall act as Chair of the committee and be responsible for scheduling meetings, drafting the agenda, and circulating the agenda as required.

3.2. Members shall be entitled to request meetings and submit agenda items to be considered.

3.3. Quorum shall be three ratified members, one of which must be a Director of the CSA, and one of which must be a General Member of the CSA.

- The Vice President External must attend all meetings.

3.4. A Scribe will be selected from the membership at the beginning of each meeting. Meetings will be recorded.

4. Decision Making

4.1. The committee will operate by consensus of ratified members; it is understood that the committee is open to examining other procedural options as necessary. From time to time, where consensus cannot be reached on a particular topic, the committee will vote in accordance with Robert's Rules of Order. For minute-taking purposes, decisions reached by consensus will be noted as such.

- When consensus cannot be reached, all decisions must be passed by a 2/3 majority vote to be recommended forward to the Board.

5. Working Groups

5.1. A working group is defined as a committee of no set membership with an interest in a specific issue and its role will be to gather information and present

recommendations to the committee. A working group may also work to wordsmith, in a small group setting, draft statements to then be presented to the committee for review and possible recommendation to the CSA Board of Directors.

5.2. The committee will strike working groups as necessary for specific issues. Working groups of the committee may only be created by the support of the committee and/or a clear directive from the CSA Board of Directors.

5.3. There shall be at least one member in a working group. Each working group will be responsible for reporting back to the committee as appropriate.

Item 7.11.5
Appoint Representatives to University Centre (UC) Board

WHEREAS the University Centre Board requires membership of ten undergraduate students appointed by the CSA, as well as five undergraduate students as alternate members, as per the Constitution of the University Centre Board; and

WHEREAS the University Centre Board currently has one vacancy for an undergraduate student member and one vacancy for an alternate undergraduate student member;

BE IT RESOLVED that the following CSA Member be appointed to the University Centre Board for a term of up to two years:

[one CSA member]

AND FURTHER that the following CSA Member be appointed as an alternate to the University Centre Board for a term of up to two years:

[one CSA member]

Moved:
Seconded:

Item 7.11.6
Appoint Awards Committee

WHEREAS the Awards Committee is tasked with overseeing the CSA's Awards of Excellence to recognize student leaders, clubs, and academic staff for their dedication to the University of Guelph community; and

WHEREAS per the committee Terms of Reference, membership of the committee must consist of:

- The VP Academic;
- The CSA President;
- The CSA Clubs Coordinator;
- Three members of the CSA Board of Directors (including at least one college representative (elected or appointed) and one student organization representative); and
- One General Member of the CSA in good standing.

BE IT RESOLVED that the following individuals be appointed to the Awards Committee for the remainder of the 2026-2027 academic year:

[one Director – College Representative (appointed or elected)]
[one Director – Student Organization Representative]
[One additional Director]
Taylor Huff, CSA General Member

Moved:
Seconded:

See following pages for Candidate Statement of Interest and the Awards Committee Terms of Reference

Candidate Statement of Interest

Taylor Huff:

My name is Taylor Huff, and I am a Bachelor of Arts & Science student interested in joining the CSA Awards Committee. I value recognizing the contributions students, clubs, and faculty make to the University of Guelph community. As a Student Representative on the Professional and Career Development Advisory Committee, I collaborate with other representatives to identify areas of improvement and contribute recommendations to university initiatives. This experience has strengthened my ability to consider diverse perspectives, evaluate information, and contribute thoughtfully to group discussions.

I would welcome the opportunity to bring these experiences to reviewing award nominations and deliberating on recipients. I would also welcome the opportunity to help shape award criteria and nomination processes that are fair, inclusive, and transparent, ensuring the university community recognizes a broad range of achievements and contributions.

Thank you for your time and consideration. I look forward to the opportunity to contribute to the CSA Awards Committee.

Awards Committee
Terms of Reference

Committee: Awards Committee
Committee Chair: Vice-President (Academic)
Committee Classification: Internal Committee

1. Preamble

CSA's Awards of Excellence recognize student leaders, clubs, and academic staff for their dedication to the University of Guelph community, and for making our campus a great place to live, learn, and work. These awards are managed by students, and their recipients represent the values, needs, and aspirations of undergraduate students at the University.

2. Purpose

2.1. Policy

a) To provide oversight of policies and procedures related to the CSA Awards of Excellence and provide recommendations to the Board of Directors;
b) To regularly review and approve criteria, terms, and qualifications for new or updated CSA Awards;
c) To make recommendations to the Board of Directors concerning approval of new awards or modifications to these Terms of Reference.

2.2. Selection

a) To annually select the recipients for all CSA Awards of Excellence, including:
    i. The Leadership Excellence Award;
    ii. The Emerging Leader Award;
    iii. The Campus Catalyst Award;
    iv. The Board Impact Award;
    v. The Club of the Year Award;
    vi. The New Club of the Year Award;
    vii. The CSA Club Spirit Award;
    viii. The Faculty Teaching Champion Award;
    ix. The TA Teaching Champion Award.

2.3. Outreach

a) To coordinate outreach for the Awards of Excellence program to encourage a diversity of nominations from throughout the University community;
b) To participate in organizing the annual awards recognition ceremony with the President and VP (Academic).

3. Membership

3.1. Voting Membership

The voting membership of the Awards Committee shall consist of 7 members, including:

i. the Vice-President (Academic), who shall chair the Committee;
ii. the CSA President;
iii. the Clubs Coordinator;
iv. 3 members appointed by and from the Board of Directors, including at least 1 college representative (elected or appointed) and 1 student organization representative, with a preference for 1 to be a past award recipient;
v. 1 General Member of the CSA in good standing as per the requirements in Bylaw 1, Section 2.1.

3.2. Conflict of Interest

Active members of the Awards Committee are ineligible to receive any awards that are selected by the Awards Committee for the duration of the year that they serve on the Committee.

Members are expected to declare any real, potential, or perceived conflict of interest with a nominee of any award prior to deliberations. Declarations will be recorded in the meeting minutes.

i. Members who have declared a conflict of interest with a nominee will be excluded from any deliberations for awards that the nominee was nominated for.

Concerns regarding conflict of interest may be brought to the Chair at any time. The committee may request that a Member who fails to disclose a real, potential, or perceived conflict of interest resign from the Committee. Following the Committee's request:

i. General Members may be removed from the Committee by a majority vote of the remaining members;
ii. Staff, Executives, and Directors will be dispensed with in accordance with Human Resources procedure.

3.3. Selection of General Members

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

a) A call for General Members shall be circulated in the Fall semester;
b) The Board will select and ratify one General Member to be on the Committee.

4. Responsibilities of Members

4.1. All Members

a) Uphold the mandate of the Awards Committee;
b) Make fair and unbiased decisions on the selection of individuals for awards, in line with the award criteria;
c) When making decisions, uphold the principles of equity, diversity, inclusion, and accessibility;
d) Maintain the confidentiality of deliberations, as instructed by the Chair.

4.2. Chair (VP Academic)

a) Responsible for facilitation of Awards Committee meetings;
b) Act as a primary contact and answer student and community questions regarding CSA Awards of Excellence;
c) Manage the collection of nominations for all CSA Awards of Excellence, including communications and outreach to the student population;
d) Act on behalf of the Committee to organize events, including the Awards Presentation;
e) Maintain the record of past award recipients for archival on the CSA website;
f) Act as a liaison between the Committee, CSA Staff, and the Board of Directors;
g) Coordinate recruitment, review, and selection of General Members to the Committee.

5. Meetings

5.1. Scheduling

The Committee shall meet at least two times per semester in the Fall and Winter semesters.

a) Meetings in the Fall semester will be primarily for committee orientation, revisions to award criteria and procedures, and planning outreach for the year;

b) Meetings in the Winter semester will be primarily for review of nominations and deliberation on the year's award recipients;
c) Additional meetings may be scheduled as needed at the request of the Chair.

5.2. Quorum

Quorum for meetings of the Committee shall be 4 members, including at least 1 CSA Executive.

5.3. Voting

The Awards Committee will work on a consensus-based model where possible. When the group cannot reach consensus, decisions must be passed by a simple majority vote. The Chair may vote.

5.4. In-Camera

Meetings of the Awards Committee are considered in-camera and shall be subject to the in-camera policies and procedures as outlined in the CSA Rules of Order, section 6.

a) The names of award recipients, nominees, nominators, and the content of nomination statements will be considered strictly confidential, until each recipient has been notified via a letter from the Vice-President (Academic);
b) The details of committee deliberations on nominations will be considered strictly confidential.

6. Reporting

6.1. Annual

The Committee shall submit an annual report to the Board of Directors by the end of the Winter semester, containing (at minimum):

i. the current membership of the Awards Committee;
ii. the names and award citations for each recipient;
iii. the date, time, location, and any other relevant details about the awards presentation;
iv. the number of nominations received for each award.

7. Policy

7.1. The Committee shall report any changes that are made to the nomination criteria or process to the Board as information by the end of the Fall semester.

7.2. Changes to the Committee Terms of Reference, or the addition of new award categories, require approval from the Board of Directors.

Item 7.11.7
Corporate Visa Application

WHEREAS the CSA wishes to establish a corporate Visa credit card facility with Meridian Credit Union; and

WHEREAS the CSA does not intend to carry a balance on the facility, so that no student money goes toward debt financing;

BE IT RESOLVED that the CSA is authorized to establish a corporate Visa credit card facility with Meridian with an aggregate credit limit not exceeding $60,000;

BE IT FURTHER RESOLVED that the facility is the sole obligation of the Corporation. No director, officer, employee, or cardholder shall give a personal guarantee for it;

AND FURTHER that the full statement balance shall be paid each month, so that no balance is carried and no student money goes toward interest or debt financing;

AND FURTHER that until the Board resolves otherwise, a card may be issued only to the Finance Coordinator;

AND FURTHER that card use is subject to the internal controls recommended by the Corporation's auditors, including Purchase Orders approved in advance of any spend;

AND FURTHER that the President, and Vice President Internal are authorized to sign the application, credit agreement, and related documents on behalf of the Corporation.

Moved: Emilie Dudgeon, President
Seconded:

Item 7.15
Adjournment

MOTION: That the CSA Board of Directors Meeting # 7 on October 28, 2026, be adjourned at pm.

Moved:
Seconded: