Maple 116 - 2055 Purcell Way
North Vancouver, BC V7J 3H5
Reception: (604) 984-4969
Website: www.csu.bc.ca

Board of Directors • Minutes

Friday, January 10, 2025 • 2:30pm • CSU Boardroom (Maple 116)

Attendees

Dilkaran Singh*	Vice President Equity & Sustainability
Jasmeen Kaur^	Accessibility Justice Coordinator
Anmol Sharma*	Mature and Parent Students Liaison
Harman Chahal*	Business Representative
Sukhmanpreet Kaur*	Women Student Liaisons
Divyansh Saini*	Queer Student Liaisons
Sanchit Kwatra^	Arts & Sciences Representative
Shruti Karthikeyan*	Fine & Applied Arts Representative
Shubkaran Singh*	At-Large Representative
Navjot Buttar*	At-Large Representative
Yuvraj Singh Hara*	At-Large Representative
Sophia Kara^	Board of Governor
Priya McMurtrie^	Senator

Guests

Chris Girodat	Executive Director
John Morrison	Director, Communications
Mayank Maini	Office Coordinator (minute-taker)
Titus Gregory	External Chair
Laura Morales Padilla	Member

Excused Absences

Angad Brar	President
Sukh Sohal	Vice President Finance & Services
Ekam Sandhu	Vice President Student Affairs
Mavis Bigabe	Black Student Liason
Sagar Maan	International Student Liaison
Jashan Bhullar	At-Large Representative
Saksham Goyal	Senator
Amanjot Singh	Senator

Unexcused Absences

Jaskirat Singh	Students of Colour Liaison
Sarang Deep Singh	Senator

The following symbols in the attendance list above denote committee members who were present at the meeting but are deemed to be on an unexcused absence as a result of having arrived late to or departed early from the meeting without approval:

^ denotes committee member attended the meeting in person

** denotes committee member attended the meeting virtually with the camera on*

***denotes committee member attended the meeting virtually with the camera off*

The president approved accommodation for Sohal to have her camera turned off due to medical reasons.

The meeting was called to order at 2:34 PM by Gregory.

1. **Approval of the Agenda**

   MOTION (BOD-20250110-01) - McMurtrie/Kara
   BE IT RESOLVED THAT the agenda be approved as presented
   CARRIED

2. **Public Input** (up to three minutes per person, up to 15 minutes)

   There was no public input.

3. **Introductory Proceedings**

   Members and guests made introductions.

4. **Presentations** (up to 10 minutes to present and up to 5 minutes for Q&A)

   There were no presentations.

5. **Consent Agenda**

   MOTION (BOD-20250110-02) -Kara/McMurtrie
   BE IT RESOLVED THAT the following consent agenda items be approved:

   a. Previous meeting minutes (December 13 and December 20, 2024)
   b. Requests to be excused (announced by the chair)
      i. Saksham Goyal, senator (family emergency)
      ii. Angad Brar, president (employment)

iii. Mavis Bigabe, Black students liaison (CSU business)
iv. Sukh Sohal, VP finance & services (personal) [arriving 3pm]
v. Jashan Bhullar, at-large director (academic)
vi. Sagar Maan, international students liaison (personal travel)
vii. Amanjot Singh, senator (illness)
viii. Ekam Sandhu, VP student affairs (employment)

c. Requests to be excused from previous meetings (December 13, 2024)
   i. Divyansh Saini, queer students liaison (illness)
d. Spending requests that are within the board-approved budget
e. Other routine items

CARRIED

6. Unfinished Business

There was no unfinished business.

7. Recommended Motions

There were no recommended motions.

8. Other Motions

a. **Budget Amendment – Club Funding** (emergency motion)
[emergency motion under s. 1(1)(2) of the the board meeting procedures]

MOTION (BOD-20250110-03) - Dilkaran/McMurtrie
BE IT RESOLVED THAT the Board of Directors:

A. Amend the 2024–2025 Operating Budget, in the Clubs and Events Fund budget, by reducing the "Event Planning Conferences" account [5470] by $5,031 and by increasing the "Clubs" account [5480] by $8,000

B. Amend the 2024–2025 Operating Budget, in the Recreation and Intramurals Fund budget, by increasing the "Athletic and Recreation Student Groups" account [6040] by $5,000

- The Executive Director explained the club funding allocation process, noting that 40% of the total fund is released in the Fall, an additional amount up to 90% is released in the Spring, and any remaining balance is allocated in the final semester. Due to

Capilano Students' Union

Maple 116 - 2055 Purcell Way
North Vancouver, BC V7J 3H5
Reception: (604) 984-4969
Website: www.csu.bc.ca

significant growth in the number of clubs this year, the allocated budget has been exhausted. To address the shortfall, staff proposed reallocating $5,031 from the Event Planning Conferences account, which was unused due to non-attendance, and utilizing a portion of the accumulated surplus in the Clubs and Events Fund to increase the Clubs account by $8,000. Additionally, a $5,000 increase to the Athletic and Recreation Student Groups account was recommended, drawing from the Recreation and Intramurals Fund surplus.

- The Executive Director clarified that the Event Planning Conferences account is designated for staff attendance at specific conferences, and unused funds can be reallocated as necessary. It was flagged that longer-term planning is needed for club grants to align resource allocation with board priorities, particularly as both events and clubs are valued highly. Increasing CSU fees was deemed inappropriate given the 5% international tuition fee hike.

CARRIED

a. CBPS Bylaw Amendment – Removal of CapUMA (Sophia Kara) [on the recommendation of CBPS council]:

MOTION (BOD-20250110-04) -Kara / McMurtrie
BE IT RESOLVED THAT the Board of Directors approve amending the Capilano Business and Professional Society bylaws by deleting article 2.2(d)(vii)

- The Board of Governors discussed whether the Capilano University Marketing Association (CapUMA) should remain under the Capilano Business and Professional Society (CBPS). The Executive Director clarified that CapUMA still exists but is no longer part of the CBPS, which is why the bylaws referencing it have been removed. The CBPS President explained that CapUMA's unique status as a university chapter created conflicts between its bylaws and those of the CBPS, necessitating the separation. This amendment, primarily housekeeping, proposes removing Article 2.2(d)(vii) from the CBPS Bylaws, which references the election of the CapUMA President. The CBPS Council approved this amendment, and the matter was brought to the Board of Governors for final ratification.

CARRIED

9. Notices

There were no notices

10. Reports

a. Student Executives' Reports
   i. Vice-President Equity and Sustainability
      The Vice-President, Equity and Sustainability, reported that they will be volunteering at the Women's Memorial March on February 14th, 2025 and delivering a short speech there.
   ii. Vice-President External (exit report)
      The Vice-President External was not present in the meeting.
   iii. Vice-President Finance and Services
      The Vice-President Finance and Services was not present in the meeting.
   iv. Vice-President Student Affairs
      The Vice-President Student Affairs had not submitted their report.
   v. President
      The president was not present in the meeting.

b. Executive Director's Report

   - The Executive Director provided updates on financial performance, campus developments, and student support initiatives. Fiscal spending remains on track, with consolidated operating fund expenses at 49.6% and personnel expenses slightly higher at 53.3%, aligning with the approved budget. A meeting led by the International Students Liaison, supported by the Director, Advocacy, is planned to address the proposed 5% tuition fee increase for international students, with staff actively collecting student feedback through surveys and consultations. There are considerations on advocating for an exception for returning students.
   - He also highlighted support efforts for students on academic probation (7% of the student population) and those at the Required to Withdraw (RTW) status, now at 3%, reflecting a 65% increase from last year. The student appeals team is currently managing 48 cases, primarily grade and withdrawal appeals.

- On campus, the Squamish student lounge has been set up, and the new campus coordinator, Abby Ukich, is fully operational. Compliance with meeting attendance and engagement policies was reviewed, requiring in-person attendance for three out of eight scheduled meetings unless members reside outside Metro Vancouver and a 65% camera-on requirement for virtual meetings. Staff flagged several directors for eligibility review regarding attendance requirements: Jakirat Singh, Anomol Sharma, Mavis Bigabe, Amanjot Singh, and Sarang Deep Singh.

Kara issued the following Notices of Motion for removal :

BE IT RESOLVED THAT the Board of Directors, pursuant to bylaw XIV(5), remove Jaskirat Singh for non-attendance

BE IT RESOLVED THAT the Board of Directors, pursuant to bylaw XIV(5), remove Anmol Sharma for non-attendance

BE IT RESOLVED THAT the Board of Directors, pursuant to bylaw XIV(5), remove Mavis Bigabe for non-attendance

BE IT RESOLVED THAT the Board of Directors, pursuant to bylaw XIV(5), remove Amanjot Singh for non-attendance

BE IT RESOLVED THAT the Board of Directors, pursuant to bylaw XIV(5), remove Sarang Deep Singh for non-attendance

c. Committee Reports
   i. Executive – December (Angad Brar)
   ii. Strategic Plan Advisory – December (Angad Brar)
   iii. Events and Services – December (Yuvraj Hara)
   iv. Collectives – December (Jasmeen Kaur)
   v. Governance – December (Navjot Buttar)
   vi. Finance and Audit – December (Sukhman Samra)

d. Other Reports
   i. Women Students Collective – Fall 2024 (Sukhman Samra)
   ii. Mature and Parent Students Collective – Fall 2024 (Anmol Sharma)
   iii. Board of Governors – December (Prince)
   iv. Board of Governors – January (Prince)
   v. Senate – October (Sarang Deep Singh and Amanjot Singh)
   vi. Senate – November (Sarang Deep Singh and Amanjot Singh)

vii. Senate – December (Sarang Deep Singh and Amanjot Singh)

In response to an inquiry regarding Prince's report, the Executive Director clarified that the report was submitted before the deadline, as there were no Board of Governors meetings scheduled for January. Therefore, the report was submitted in December.

MOTION (BOD-20250110-05) -Kara / McMurtrie
BE IT RESOLVED THAT the Board of Directors amend the agenda to remove item 10(d)(iv)
CARRIED

McMurtrie noted that the senators-Sarang Deep Singh and Amanjot Singh have not contributed to the work outlined in the reports. She expressed concern that the reports referenced the SAPPRC committee, which they are not involved with, and found this approach to be disrespectful. McMurtrie emphasized that she has consistently submitted his reports on time and raised the issue of her work being attributed to others who are not even members of the SAPPRC.

MOTION (BOD-20250110-06) -McMurtrie/Kwatra
BE IT RESOLVED THAT the Board of Directors amend the agenda to remove items 10(d)(v), (vi), and (vii)
CARRIED

11. Question Period

A student raised concerns about the Collective Committee, noting that it hasn't been happening for a while and that domestic students have not been participating in the elections. The Executive Director explained that two referrals have been made to study domestic student engagement, with one being referred to the Student Engagement Committee and the other to Collectives Committee. However, the Student Engagement committee has not met quorum since September. Also, the Collectives committee has not met quorum since August. He invited committee chairs to address this issue, noting that the Events and Services Committee did not meet quorum as well that morning. He suggested brainstorming ways for committee chairs to ensure quorum is reached. The chairs also expressed concern about the recurring issue of not meeting quorum.

A student raised a concern about the code of conduct, suggesting that measures should be put in place to prevent others from copying their reports. One of the board members acknowledged that this issue had occurred before. McMurtrie

Maple 116 - 2055 Purcell Way
North Vancouver, BC V7J 3H5
Reception: (604) 984-4969
Website: www.csu.bc.ca

shared her frustration, stating that she has been working hard while other senators do not respond to emails, and faculty expects engagement from all senators. She expressed that this makes her job more difficult, especially since her last three reports had been copied by others, which she found disrespectful.

The Executive Director reiterated the Board Ethics and Conduct Policy (BD-01): The board may, at its discretion, impose sanctions for violations of this policy. Examples of possible sanctions include:
(a)Issuing official warnings to a student leader;
(b) Removing a student leader from one or more board committees;
(c) Suspending future compensation payable to a student leader;
(d) Prohibiting a student leader's presence at CSU events and/or spaces;
(e) Starting the process of removing a director from office; or
(f) Imposing any other sanctions determined by the board.

One of the board members commented that while the conduct policy exists, sanctions are rarely enforced due to a lack of accountability within the board.

12. Confidential Session

There was no confidential session.

13. Adjournment

MOTION (BOD-20250110-07) - Kwatra/ McMurtrie
BE IT RESOLVED THAT the Board of Directors adjourn the meeting
CARRIED

The meeting was adjourned at 3:22 PM by Gregory.