

**CANADIAN SOCIETY FOR THE STUDY OF RELIGION /
SOCIÉTÉ CANADIENNE POUR L'ÉTUDE DE LA RELIGION**

**EXECUTIVE COMMITTEE MEETING / RÉUNION DU CONSEIL
VIRTUAL MEETING AGENDA
MAY 14TH, 2025, 12 TO 2PM EDT**

Present: Alison Marshall, Diana Dimitrova, Chris Miller, Zabeen Khamisa, Rachel Brown, Christopher Austin, Rubina Ramji, Alyshea Cummins, Paige Thombs, and Faezeh Izadi

Regrets: N/A

1. Welcome/Bienvenue and Land Acknowledgement (Alison Marshall)

Start time: 12:05 Eastern

Brandon University has campuses on Treaty 1 and Treaty 2 lands, and we are a gathering place for people from many backgrounds and around the world. In this way, we carry on the Indigenous customs of our home in Brandon. We acknowledge Brandon is on shared territory between the Dakota Oyate, the Anishinaabeg, and the National Homeland of the Red River Métis. Today, many other Indigenous people call Brandon their home, including the Ininew, Anisninewuk, Denesuline, and Inuit.

The plants, animals, and people who share their history and traditions on the land and water of this area deeply influence our gatherings today. Thank you to all for sharing this space with us today.

2. Accept Agenda/ Accepter l'ordre du jour

MOTION : *Accept the agenda*

Moved: Alyshea

Seconded: Christopher Austin

Motion carried unanimously

3. Accept the minutes of the executive meeting of August 27th, 2024/Accepter le Procès verbal de la réunion du conseil du 27 août 2024

MOTION: *Accept the minutes*

Moved: Zabeen

Seconded: Faezeh

Motion carried unanimously

4. New Business/nouvelle entreprise

4.1. Treasurer Report and Budget (Christopher Austin)

- Treasurer introduces the budget that the executive will present at the upcoming AGM for the next operating year
- Copied below is the discussion among executive over this report and determining the amount dedicated to various budget lines
 - This is followed by the final draft of the budget on which we voted

Discussion

- It was recently announced that Congress 2026 will be virtual
- C. Austin notes that while we are voting to raise fees for membership next year, the fact that there is no in-person Congress could potentially decrease our membership numbers

- This means that our revenue from membership will likely stay the same
 - Ruby notes that our numbers stayed relatively steady during COVID (during which we had no in-person meetings), so our numbers may not go down as much as we think
- Diana, Chris, and Rachel each ask about the implications of a virtual Congress for our expenses
 - Do we still need to join Congress and pay Federation membership fees?
 - During COVID, we hosted 2 virtual conferences for free using our own Zoom account
- C. Austin suggests that we should proceed with drafting our budget as though we will participate (and therefore incur similar expenses)
 - If we decide not to join, that's fine
 - But we should set this money aside now when we vote on the budget
- Alyshea asks about the amount of \$5000 budgeted for Travel Subsidy
 - Are we funding the 10 applications that we received at 100% of their request?
- C. Austin says that we can decide after the conference how much we will fund those 10 applicants
- Concerning the figure (\$5,500) Ruby says that this was decided because that was what SSHRC formerly used to give CSSR to fund travel subsidies
 - Once this money was no longer given by SSHRC, CSSR members at an AGM voted to continue covering that cost moving forward
- C. Austin suggests that we might think about revising this amount in the future
 - Especially considering that in the following year's budget, there will be no need to set money aside to fund conference travel
- C. Austin also decided to eliminate a budget line set aside for CSSR Executive travel
 - This was a budget line with \$0, which we had not used for several years
- Re: travel subsidy, Faezeh suggests that we never committed to funding a fixed amount in any communications
 - Rather, we always said that the total amount we are able to cover will be determined after we receive/review all applications
- Ruby raises that until 6 weeks ago, our website said that \$5,500 was an amount displayed on the web page for the Travel Subsidy
 - As a result, Ruby suggests that we should commit to funding this amount
- Brief discussion about sticking to what was in last year's approved budget, versus what was displayed on the website
- C. Austin recommends reducing the honoraria that non-tenured executive members receive from \$600 to \$300
- Re: website expenses, Zabeen says that we may need to increase our costs if we switch to a virtual conference next year
 - This would account for certain widgets, functions, and platforms
 - Also suggests having a back-up Zoom account, even if we run our virtual conference using the Congress platform
 - Zabeen recommends budgeting \$2000 for website costs over the next year
- Alison asks how much money we currently have in our investment accounts
 - This currently sits at roughly \$78,000
- We currently anticipate withdrawing money from our investment account in order to cover our operating expenses
 - C. Austin says that we absolutely cannot withdraw \$10,000 per year
 - This would result in us completely depleting our investments within 10 years
 - It should be acceptable to withdraw \$5000/year
 - Withdrawing \$8000/year would mean taking out all of our accumulated interest
 - Anything above that number is completely unsustainable
- Brief discussion over reducing honoraria for non-tenured executive from \$600 to \$300
 - C. Miller, Zabeen, and Paige all agree in favour of this reduction
- Executive also agree to reduce total for travel subsidy from \$5,500 to \$3,500
 - This would mean funding all 10 applications at 75% of their requested funds

VOTE TO APPROVE 2025-26 BUDGET (SEE BELOW)

- Budget approved

DRAFT CSSR Budget 2025-26

Revenues		notes - Chris A
Total	\$ 15,790.00	
Memberships	\$ 6,500.00	The 2026 Congress will likely not be in S Ontario, and so memberships might be down for next time -- but we'll raise fees somewhat at the 2025 AGM, hence 8,000 here anticipates a higher revenue than this past year (\$6,995 from Jan 1 - Dec 31 2024)
Investement Withdrawal	\$ 9,290.00	Please see Sheet 2 for details and various withdrawal scenarios.

Expenses		
Total	\$ 15,790.00	This total might well be less, which means a smaller draw-out from investments (B6).
IAHR Membership	\$ 450.00	
CCSR - SR Subscription	\$ 1,150.00	for this year amount is now certain: 38 FT @ \$20 + 39 PT @ \$10 = \$1,150
CSSR Executive Honoraria	\$ 1,500.00	This will be payed out only to non-TT/PTT executive members (5) -- this line proposal now halves the amount from \$600 to \$300
Prizes		
Book Prize	\$ 500.00	not awarded in 2024
Undergraduate Student Prize	\$ 350.00	for the 2024 year we awarded \$250 + \$100
Publicly Engaged Research in Religion Prize	\$ 300.00	not awarded in 2024, and I think never once awarded?

<i>MA Student Prize</i>	\$ 300.00	not awarded in 2024
<i>PhD Student Prize</i>	\$ 650.00	for the 2024 year we awarded \$650
Website	\$ 1,500.00	?? not sure what a reasonable amount here should be. Was \$907 in 2024 + \$861 in Jan 2025
Congress	-	
<i>FHSS Society Registration Fee</i>	\$ 1,200.00	this amount will be payed out around Dec 2025, for the 2026 Congress
<i>Presentation Rooms / other meeting fees</i>	\$ 350.00	(2025 George Brown) **I think* I understand this now: this expense line represents any difference between the CSSR members' fees payed to FHSS and our Congress expenses, excluding lines 23-26. In past years it was a few hundred \$.
<i>AV costs</i>	\$ 1,090.00	Medium AV Package - Half Day 1 CA\$120.00 = CA\$120.00 (I suspect this is for PR) Small AV Package - Full Day 6 CA\$145.00 = CA\$870.00 (\$145 x 2 rooms x 3 days) Small AV Package - Half Day 1 CA\$100.00 = CA\$100.00 (I suspect this is for grad lunch)
<i>Travel Subsidy</i>	\$ 3,500.00	The period for receiving proposals is over. We have 10 applications. We really must consider dropping this expense altogether
<i>AGM Reception</i>	\$ 2,000.00	(2025 George Brown) this includes catering, room costs, and alcohol (30 ppl)
<i>Coffee and Tea package</i>	\$ 300.00	Around \$100 x 3 days
<i>CSSR Grad Lunch</i>	\$ 500.00	(2025 George Brown) (20 ppl) AV not included here. Included in AV line
Banking Fees	\$ 150.00	
Total Surp / Dfct	\$ -	

4.2. New series with De Gruyter Brill (Alyshea Cummins)

- Alyshea shares update on new CSSR book series
- Titled 'Rethinking Religion: Critical Studies and Perspectives on Religion and Culture,' this series will investigate and question the complex relationships among religion, spirituality, and society. It includes monographs and edited volumes authored by emerging and established scholars from diverse global perspectives
- A draft of the series agreement was distributed before the meeting, and is included here as an appendix
- Details that Alyshea covers includes the vision and purpose of this series, as well as its basic structure
 - Editorial Board will collectively act as Series Editor
 - The CSSR President serves on the Editorial Board for the duration of their term
 - The CSSR Lifetime Member serves indefinitely on Editorial Board
- For each work published, honorarium of 125€ is given to Editorial Board member who acquired the work

- Honorarium of 125€ will be given to anyone who provides peer review of a manuscript
- Members of the Editorial Board will receive 2 copies of any work published
- Authors/editors of works will receive 3% of Net Proceeds for a first book
 - And 6% for a second or late book
- CSSR receives 2 copies of any work published
- CSSR Members receive 40% off any work in the series
- Goal for series is to publish 2-3 monographs per year

Discussion

- C. Austin asks about decision to have no single Editor in charge. Potentially useful to have a point-person or tiebreaking vote for decisions
 - Ruby says that a sole Series Editor would own the series. Organized in this way, the CSSR owns the series
- Diana asks why the contract circulated was already signed, if we are only voting on this now
 - Alison and Ruby clarify that the contract has not been signed yet. Names on contract just indicate the placeholders of where they will be signed
- Diana asks about decision to have an indefinite lifetime member
 - Contract stipulates simply the 'CSSR Lifetime Member'. While this is currently Ruby, a new Lifetime Member would be appointed to the Editorial Board if Ruby leaves her CSSR position
- C. Miller asks about the 2 year term on Editorial Board for CSSR President. Will this disrupt workflow of acquiring and editing works?
 - Ruby clarifies that this term can be extended if the outgoing President is currently working on a book

VOTE TO APPROVE BOOK SERIES AGREEMENT (see Appendix)

Agreement approved

4.3. Program Co-Chairs (Alyshea Cummins and Paige Thombs)

Summary

The 2025 CSSR Annual Meeting will take place at George Brown College from May 31 to June 2 and will feature a full slate of sessions, roundtables, and key events such as the President's Reception (p. 2). This year, we've introduced several enhancements to improve the member experience, including a dedicated Wellness Room with daily tea and coffee service, as well as moving the President's Reception off-campus to create a more engaging and memorable gathering. We are especially grateful to our LAC, Anna Heychuck, for her invaluable support in securing rooms and coordinating logistics for the reception and broader meeting.

We've also resolved past challenges with the submission portal and broadened our communication efforts through coordinated outreach (p. 2) – thank you Zabeen, Faezeh, and Jacqueline. In response to rising event costs (p. 3–4), we are proposing modest adjustments to registration fees for 2026 (p. 4–5). These changes aim to ensure a high-quality and inclusive meeting while maintaining the society's long-term financial sustainability. We may wish to consider gradual annual increases until the fee structure aligns with actual meeting costs. We respectfully seek Executive approval to implement the revised fee structure, which reflects a slight increase from what was proposed at our Fall meeting.

Congress 2025: Overview

Host Institution: George Brown College (Waterfront Campus, 51 Dockside)

CSSR Meeting Dates: Saturday, May 31 – Monday, June 2, 2025

Total Registrations (May 1): 50

Key Events:

- Day 1 includes the CSSR AGM and President's Reception
- President's Reception to be held off-campus at IRENE (3-minute walk from campus)

Paper Submissions: Website Portal

Submission Portal Improvements

In Fall 2024, we identified several challenges with the CSSR submission portal. We are pleased to report that these issues have since been addressed—many thanks to Zabeen for her work on this! Improvements include streamlining submission processes and reducing user frustration.

Zabeen is also working on integrating PayPal into the site. This will enable automatic tracking of paid memberships and ensure that only paid members are able to submit proposals.

Communications and Outreach

A special thank you to Zabeen, Jacqueline, and Faezeh for their collaborative efforts in highlighting Congress-related content across the CSSR Newsletter, social media channels, and website. Their work has helped ensure strong communication and visibility for our annual meeting.

Program Summary

- 19 sessions: 28 individual papers; 2 panels; 5 roundtables; 2 author-meets-critics
- A few panels still need chairs

Room Bookings:

- Requested rooms for plenaries, drop-ins, AGM, and Graduate Student Lunch

Congress-Wide Initiatives

Professional Development & Networking

- **Career Corner:** A series of professional development workshops designed for attendees at all career stages.
- **Partner Spotlights:** Opportunities to showcase our partner organizations and their work during Congress.

Well-Being and Inclusion Spaces

- Special rooms: Nursing rooms, Prayer space, and Quiet rooms

Big Thinking Series:

This year's Big Thinking Series includes four thought-provoking sessions, each aligned with the overarching theme of "Togetherness":

- Technologies of Togetherness: Shaping an equitable future with AI
- Environments of Togetherness: Collaborating at the climate crossroads
- Care of Togetherness: From social isolation to collective well-being
- Pedagogies of Togetherness: Practices for Inclusive Learning

Congress Registration Breakdown

- 50 registrations via Congress portal (\$2,195) (May 1, 2025)

Type	# of Registrations	Total
#15 EquityDeserving	1	\$65
#50-Comps	1	\$0
#59 SpRedGlobalSouth	1	\$70
FedStaff	1	\$65
Black or Indigenous student	3	\$0
Congress Regular attendee	23	\$1,325
Reduced Congress Fee	6	\$335
Special Reduced Congress Fee	14	\$335

Accessibility and Accommodations

- One participant requested individual accessibility support
- Two panels requested scheduling accommodations
- All meeting rooms confirmed accessible

AV, Catering, and Logistics

Audio-Visual:

- Orders submitted; CSSR total cost: ~**\$1,090**
- Mac users reminded to bring dongles

Catering (~\$2,792.85):

- Wellness Room Beverage Package (daily): **\$329.78**
- Graduate Student Luncheon: **\$463.07**
- President's Reception at Irene's: ~**\$2,000**
 - Includes 30 drink tickets and vegan/gluten-free options

Awards and Bursaries

- 1 Graduate Merit Award – \$500 (Hinna Hussain)
- 2 Childcare Subsidies – \$200 each
- 3 students received complimentary BIPOC registration

Historical Registration and Financial Trends

Historical attendance and financial data reveal trends that can inform future planning:

Year (Congress Location)	Registration	Revenues	Expenses
2018 (University of Regina)	83 (74 pre-registered, 0 regular, 9 on-site)	\$2,335.00	\$2,114.63
2019 (UBC)	112 (91 pre-registered, 17 regular, 6 on-site)	\$3,705.00	\$4,147.22
2023 (York)	50 (30 pre-registered, 16 regular, 4 on-site)	\$2,060.00	\$2,265.30
2024 (McGill) ¹	71 (47 pre-registered, 24 regular, 0 on-site)	\$3,010	\$2,112.09
2025 (GBC)	50	~\$2,195	~\$3,890

Registration Fees: Current and Proposed Structure

In the Fall 2024 meeting we proposed some changes to congress registration fees. With costs going up, it only makes sense to increase the fees to cover expenses, many of which help to enhance participant experience at our annual meetings.

Next year, we propose amending the fees accordingly.

Type	Membership	2025 Cost (early-bird)	2025 Cost (regular)	Proposed New Costs (early-bird)	Proposed New Costs (regular)
#50-Comps-Black & Indigenous students	Member	\$ -	\$ -	\$ -	\$ -
#50-Comps-Black & Indigenous students	Non-Member	\$ -	\$ -	\$ -	\$ -
Congress Regular attendee	Member	\$55	\$65	↑\$60	↑\$70
Congress Regular attendee	Non-Member	\$65	\$70	↑\$75	↑\$90
Reduced Congress Fee	Member	\$55	\$60	\$55	↑\$65
Reduced Congress Fee	Non-Member	\$65	\$70	\$65	↑\$80
Special Reduced Congress Fee	Member	\$20	\$25	↑\$25	↑\$35
Special Reduced Congress Fee	Non-Member	\$65	\$70	↓\$55	\$70

¹ The 2024 conference moved to UQAM due to labor disputes and police violence towards student peace protestors at McGill, which impacted attendance.

Modest increases support rising event costs while maintaining accessibility. Early-bird pricing continues to incentivize timely registration and CSSR membership. We would like the Executive's support to increase the fees accordingly.

Discussion:

- Ruby asks what the difference is between 'Reduced Congress Fee' and 'Special Reduced Congress Fee'
 - Alyshea clarifies that Special includes Students and Retired scholars, while Reduced is for temporary/contract employees
- Ruby expresses that the proposed raises are all necessary, but reasonable
- Alyshea notes that we can continue to revisit these fees in future years until we see that our budget is balanced
- Paige echoes this, and notes that it is important to have small, incremental changes over time as opposed to less frequent, steeper increases

VOTE TO APPROVE NEW FEE STRUCTURE FOR CONGRESS REGISTRATION (see above)

New fee structure approved

- Ruby suggests that when we present this proposal at the AGM, we note that host institutions (and the Federation) have begun to charge ever-increasing fees for everything, including things which were once included.
 - The proposed increases are in response to the broader changes

4.4. Past President/ Anciens président (Diana Dimitrova)

Current Executive:

- President and Representative to the Corporation: Alison Marshall [2024–2026]
- Past-President and Academic Freedom & Tenure Committee: Diana Dimitrova [2024-2026]
- Appointed Executive Member: Rubina Ramji [2020–indefinite]
- Recording Secretary: Chris Miller [2022–2025]
- Treasurer: Christopher Austin [2023-2026]
- Communication Liaison and Website Administrator/ **now called Member-at-Large** Rachel Brown [2022–2025]
- Members-At-Large: Kalpesh Bhatt, University of Mary Washington [2022–2025] – **resigned in November 2024** & Jacqueline Giesbrecht, Queen's University [2022–2025] – **resigned in May 2025**
- Programme Co-Chair: Alyshea Cummins [2024–2027] & Paige Thombs [2024–2027]
- Graduate Student Member-at-Large: Faezeh Izadi [2024–2026] **resigned in May 2025**
- Digital Coordinator: Zabeen Khamisa [2023-2026]
- SQÉR Representative: Vacant
- Canadian Federation for the Humanities and Social Sciences (CFHSS)
- Representatives: Alison Marshall [2024–2026]

Special Notes:

Kalpesh Bhatt resigned from his position in November 2024. Jacqueline Giesbrecht resigned from her position in May 2025.

Rachel Brown who was Membership Secretary and Communication Liaison these past two and a half years, was Communication Liaison and Website Administrator in the past two years and is now Member-at-Large.

Christopher Austin, who was Treasurer over the past one and a half years, is now Treasurer and Membership Secretary.

Jacqueline Giesbrecht and Faezeh Izadi were also responsible for the CSSR newsletter from November 1st, 2024.

Nominations for 2025

This year the following positions are reaching the end of their term. Please see below our nominations for the following positions:

- Members-At-Large: 2025–2028 – 3 positions
- Recording Secretary: 2025–2028

Nominations for MAL (2025-2028)

Amarnath Amarasingam Associate Professor, Queens University
Ken Derry, Associate Professor, University of Toronto
David Feltmate, Professor, Auburn University, USA
Aldea Mulhern, Assistant Professor, Brandon University

Michael Gillingham, Ph.D. candidate, University of Alberta
Hannah McKillop, Ph.D. candidate, University of Ottawa

Nominations Recording Secretary (2025-2028)

Aaron Hughes, Professor, Rochester University, USA

As always, we will also accept nominations from the floor at the AGM.

Nominations for 2026

Please keep in mind that there are four positions up for renewal or nomination in 2026:

1. President
2. Treasurer and Membership Secretary
3. Digital Coordinator
4. Graduate Student Member-at-Large

Discussion:

- Diana asks if students can fill any role on the executive
 - Ruby says that all positions are open to anyone who is PhD and up
- Zabeen asks for clarification since Faezeh stepped down from her role recently. Should we be advertising this opening
 - C. Miller suggests that since 2 of the nominees for MAL positions are graduate students, we can reach out to them privately and ask if they are interested in switching their nomination to the Graduate Student MAL role
 - Faezeh will also reach out to graduate student ambassadors to see if anyone is interested

4.5. Amendments to CSSR Code of Conduct (Alison Marshall)

- Alison has proposed 2 changes to the Code of Conduct drafted by Zabeen and Paige

i) Motion: Friendly amendment to Code of Conduct as indicated in yellow highlighting. Do their best to confirm receipt of emails in a timely manner (by communicated deadlines and/or within 72 hours, and excluding weekends).

Rationale: We are all volunteers. Emails can get lost, delayed or overlooked.

ii) Motion: Delete requirement for executive members to sign Code of Conduct.

Rationale: I do not think it is appropriate for a volunteer board to require signatures from executive members or for the president or the Chair of the Code of Conduct committee to require executive members to sign this document.

Discussion:

- Several members were uncomfortable with the prospect of signing the Code of Conduct
 - Paige is fine with making this change. Suggests that we just need a way to make sure that all new members to the executive have a copy of the Code, have read it, and agree to abide
 - Zabeen notes that signing codes is fairly standard on many voluntary boards that she is part of
 - Also clarifies that she felt a formal signature was necessary due to period of high tension among CSSR executive
- Diana makes request to soften the language of the code in general, and to remove the obligation to sign
- In lieu of a signature, Zabeen asks what we might add to make sure new members read and abide
 - Alyshea suggests that when onboarding new members, send them this document (and any other relevant ones) and ask them to confirm (via email) that they have reviewed the materials

VOTE TO APPROVE CHANGE OF LANGUAGE REGARDING RESPONSE TO EMAILS

Change approved

VOTE TO REMOVE REQUIREMENT TO SIGN CODE OF CONDUCT

Change approved

Note: see Appendix below for revised draft of code of conduct, circulated by Zabeen via email following the meeting

4.6. Ad hoc board appointments by President (Alison Marshall)

- In March, Alison attempted to appoint a new member to the vacant Member at Large position. This was not met favourably by several people on the executive
- Alison clarifies that in previous years, ad hoc appointments used to be much more common. Apologizes for any confusion or tension that this caused.
- Opens a discussion on how to move forward regarding this process
- C. Miller says that the process should depend on the position and timing
 - If someone steps down from a role and that position has important work with impending deadlines, then an ad hoc appointment may be necessary
- Zabeen and other members suggest that in future, we can have more open conversations about who has stepped down
 - Inform the board that someone has stepped down, then initiate a conversation regarding how to proceed
 - It may be that the existing board can pick up any slack, or we may need to find an emergency appointee
- Ruby suggests that in future when people step down, President should ask that executive members turn over any documents or duties that they have

5. Other Business

- Regarding the newsletter, Alison has implemented a template for people to submit information for their announcements in a more organized manner
- Zabeen suggests that we can communicate deadlines in terms of when people need to submit their information/requests in order to make the next newsletter
- Ruby suggests creating a plug-in on the website to submit news
- Zabeen will meet with the executive members responsible for the newsletter to coordinate what details need to be included

6. Adjournment

Meeting adjourned at 2:00 PM Eastern

Appendix A – CSSR Rethinking Religion Book Series

Pro Forma, 25.04.2025

Title of the Series

Rethinking Religion: Critical Studies and Perspectives on Religion and Culture

Series Abstract

This series features scholarly works that investigate and question the complex relationships among religion, spirituality, and society and across historical and contemporary contexts. It includes monographs and edited volumes authored by emerging and established scholars from diverse global perspectives. The series adopts interdisciplinary theories and approaches, drawing from sociology, anthropology, comparative religious studies, Indigenous studies, history, and related fields. It explores how religious and spiritual identities, rituals, beliefs, and practices both shape and are shaped by societal structures, cultural norms, and global events. The description of *rethinking* conveys the series' new perspectives and includes scholarly perspectives on religion that at times have been excluded or minimized. By critically engaging with the transformative roles of religion and spirituality in human lives and communities, the series offers fresh perspectives on their enduring significance in understanding society and its challenges.

Institutional / Societal Affiliation

The Canadian Society for the Study of Religion / Société Canadienne pour l'Étude de la Religion is a Canadian academic society oriented to the scholarly study of religion. They foster an interdisciplinary environment, encourage research in the development of the study of religion, with particular reference to Canada, and promote a critical examination of the goals, methods, and styles of teaching demanded by the discipline.

Website: [Home - CSSRSCER](#)

The CSSR/SCÉR is a member of the [International Association for the History of Religions \(IAHR\)](#) and the [Canadian Federation for the Humanities and Social Sciences \(CFHSS\)](#). It is also a founding member of the [Canadian Corporation for Studies in Religion \(CCSR\)](#).

Editorial Board

Starting Editorial Board Members

Alison Marshall is Full Professor in Religion at Brandon University

Alyshea Cummins is an Instructor in Religion at Carleton University.

Paul L. Gareau, associate professor and associate dean in Native Studies at the University of Alberta.

Rubina Ramji, Associate Professor of Religious Studies at Cape Breton University.

Editorial Board Management

- The board will include between 3 and 6 co-equal members
- At least 50% of the board will be a member of an equity-deserving group (see EDI statement below)
- The board will start with 4 members detailed above
- Board members will serve standard 5-year terms with the following exceptions:
 - CSSR President will serve on the editorial board for 2-year terms
 - The CSSR Lifetime Member will serve on the board indefinitely (currently Prof. Ruby Ramji)
- Board members must be CSSR members or CSSR affiliate members.
- Board members do not need to be Canadian but should align with CSSR membership criteria.
- Responsibilities of the Editorial Board
 - Acquisitions: spread the word about the series and solicit proposals
 - Assessment: together assess proposals
 - Peer Review: provide peer review reports or manage external reviews
 - Editorial decisions: together take decisions regarding publication and revisions

- Annual Report: Provide an annual report to the CSSR Executive, detailing proposals, peer review, accepted works in progress, and published volumes.
- New board members will be selected by the current board and submitted to the publisher and then to the CSSR executive for approval
 - The board will submit to the CSSR their selection of scholars, together with ranked alternatives
 - Board members may serve multiple 5-year terms

Equity, Diversity and Inclusion

- As a Canadian academic society, the CSSR follows SSHRC guidelines and protocols, including “achieving equity, diversity and inclusion (EDI) in the Canadian research enterprise [which] is essential for continuing to generate the excellent, innovative and impactful research necessary to advance knowledge and respond to national and global challenges.”
- The CSSR “is committed to advancing research excellence through our ongoing efforts to reduce the systemic barriers and biases experienced by women, Indigenous Peoples, people with disabilities, members of racialized minority groups, and other underrepresented and disadvantaged groups” throughout its activities including in the publication of a new series. (https://www.sshrc-crsh.gc.ca/about-au_sujet/edi/index-eng.aspx)
- *Editorial Board Composition.* The Publisher and CSSR are committed to increasing equity, diversity and inclusion on the series editorial board by actively seeking qualified candidates who meet diversity criteria for board composition. We will actively promote and seek out series editors from equity deserving groups who will provide multiple perspectives, expertise and experience such as gender, ethnicity, age, religion, sexual orientation.
- At least 50% of the members appointed to the editorial board shall be a member of (5) groups as equity-deserving: (a) Women (b) Indigenous persons (c) Disabled persons (d) Racialized persons (e) Sex, Sexual, and/or Gender minoritized persons.
- If board representation falls below its target of 50% equity-deserving members, the CSSR Executive Committee will commit to meet its target by the next annual general meeting.
- *Publishing Diversity Targets.* It is important that the contents of our publications do no harm and convey no disrespect. Therefore, the editorial board will follow SSHRC protocols that aim to achieve equity, diversity and inclusion (EDI) in the Canadian research enterprise.

Technical Considerations / Special Features

- 2–3 volumes published per year, beginning in late 2026
- The series will include both monographs and collected volumes/anthologies.
- Length: 150 to 350 pages
- Hardcover and e-book for all volumes.
- Paperback editions will be an option and published 18 months after initial publication. The editorial board can submit recommendations to the publisher for paperback selection.
- The language of the series will be primarily English, but open to high-quality French manuscripts
- Images (including colour) permitted as needed
- Bespoke cover for the series (Sunflower motif) TBA
- There will be special editions planned, being collected volumes organized with the CSSR
 - Target of special edition every 2 years
 - Drawing on CSSR conferences and extra call for papers
 - Special edition volumes will have a modified book cover

Key Costs and Negotiated Features

- Ownership of the series remains with the CSSR
- 2 complimentary print copies of each book for each board member
- 2 copies for CSSR
- 15 copies for book authors (shared for multi-authored works)
- For collected volumes, 3 copies per editor and 1 per contributor
- Acquisitions honorarium = 100€/solicited proposal resulting in publication
- Peer review honorarium = 100€/peer review report (or 200€ book voucher)
- Royalties = 6% for established authors; 3% for first authors

- CSSR members receive 40% discount on series volumes
- For each Work published in the series, the Publisher will pay to the Canadian Society for the Study of Religion an honorarium of 50€.

Appendix B – CSSR Code of Conduct

CSSR/SCÉR- Code of Ethical Conduct

Opening statement

The *Board Members' Code of Professional Ethical Conduct* (the Code) sets out the standards of conduct for members of the Board of the Canadian Society for the Study of Religion (CSSR)/Société Canadienne Pour L'Étude de la Religion (SCÉR), in alignment with the CSSR/SCÉR Constitution.

Scope

All Board members are accountable for their conduct. The scope of the Code includes all forms of conduct and communication including both verbal (both in-person and via Zoom, or equivalent technology), and written (including but not limited to email, text messages, and social media). The scope of the Code also extends to academic integrity (see below for more information on academic integrity).

Administration and Accountability

The current Chair is responsible to promote Board members' awareness and compliance with the Code. However, each individual member has a responsibility to read, understand, and comply with the Code and any future revisions to this code of conduct.

All Board members are expected to participate in full and responsive communication to ensure timely and fair operations of the CSSR/SCÉR. This includes, but is not limited to:

- Operations and responsibilities outlined in the CSSR/SCÉR Constitution
- Organizational roles and responsibilities contributing to the activities and Important Dates of the CSSR/SCÉR
- Do their best to confirm receipt of emails in a timely manner (by communicated deadlines and/or within 72 hours, and excluding weekends).
- Inability to fulfill responsibilities for whatever reason (e.g. holidays, illness, etc.)

General Conduct

Board members must conduct themselves in a manner that promotes respect for one another and reflects the high standards of behaviour and professionalism required of CSSR/SCÉR. As members of the board, we represent the organization and should reflect the professionalism that we expect of all of our members. This requires Board members to not engage in acts that constitute bullying, harassment or discrimination.

Definitions

Bullying & Harassment

Bullying and harassment includes any inappropriate conduct or comment that a person knew or reasonably ought to have known would be humiliating or intimidating. Bullying and harassment excludes reasonable actions taken by a supervisor or board relating to managing the workforce. The conduct may be written, verbal, physical, online, or electronic, a gesture or display, or any combination of these.

Examples may include, but are not limited to:

- Criticism, humiliation, invasion of privacy, slanderous comments, undermining, destructive rumours, gossip or making unreasonable demands

- Rude, belittling or sarcastic comments
- Abusive, belittling or intimidating phone calls, emails, notes, etc.
- Baiting or unreasonable teasing
- Deliberate and unreasonable isolation or exclusion from work discussions, communication or other work-related activities
- Ignoring the person
- Withholding necessary information or deliberately withholding workflow so that a person cannot carry out their duties

Discrimination

Discrimination refers to negative treatment that is based on a personal characteristic that is protected by both Section 15 of the Canadian Charter of Rights and Freedoms, as well as the various provincial Human Rights Codes. These include, but not limited to:

- Age
- Ancestry
- Class
- Criminal Conviction or Summary Conviction Unrelated to Employment
- Disability
- Family Status
- Gender Identity and Expression
- Indigenous Identity
- Language or Accent
- Marital Status
- Place of Origin
- Political Belief
- Race
- Religion
- Sex
- Sexual Orientation
- Source of Income

We are also suggesting that for the purposes of CSSR/SCÉR, we include “academic status” to the above list.

All CSSR/SCÉR Board members must never use their official roles within CSSR/SCÉR and/or academic status to inappropriately obtain an advantage for themselves or to advantage or disadvantage other Board members.

Academic Integrity

As members of an intellectual community, it is important that we uphold the standards of academic integrity. CSSR/SCÉR fully endorses the policies outlined in the “Tri-Agency Framework: Responsible Conduct of Research” (2021) issued by Canada’s three research granting agencies — the Canadian Institutes of Health Research (CIHR), the Natural Sciences and Engineering Research Council of Canada (NSERC), and the Social Sciences and Humanities Research Council of Canada (SSHRC).

Dispute Resolution

[Modeled after Section 12 in the By-Law of the Federation for the Humanities and Social Sciences of which the CSSR/SCÉR is in accordance as a Member]

General Practices

1. All Board Members agree that all proceedings relating to dispute resolution, mediation, and arbitration (internal and external) shall be kept confidential and there shall be no disclosure of any kind.

2. Consequences for violating this Code may range from verbal or written warning or being asked to resign from CSSR/SCÉR Board. Retaliation for complaints of inappropriate conduct will not be tolerated.

Disputes or controversies among members of the CSSR/SCÉR Board arising out of or related to this Code, the CSSR/SCÉR Constitution, or any aspect of the operations of the CSSR/SCÉR are as much as possible to be resolved in accordance to with mediation and/or arbitration as outlined below:

Internal Resolution

1. Disputes or controversies among members of the CSSR/SCÉR Board arising out of or related to this Code, the CSSR/SCÉR Constitution, or any aspect of the operations of the CSSR/SCÉR should as much as possible be resolved in private meetings between involved parties.

2. In the event that a dispute or controversy among Board members of the CSSR/SCÉR arising out of or related to this Code, the CSSR/SCÉR Constitution, or any aspect of the operations of the CSSR/SCÉR, is not resolved in private meetings between the parties, then without prejudice to or in any other way derogating from the rights of members of the Board, and as an alternative to such person instituting a lawsuit or legal action, such a dispute or controversy shall be settled by a process of dispute resolution as follows:

- a. A complaint of the dispute or controversy shall first be submitted to the Ethics Committee (a subcommittee of the CSSR/SCÉR Board) in writing.
- b. After confirming receipt of the complaint, the Ethics Committee will review the complaint in a timely manner (as determined reasonable by the Ethics Committee).
- c. The Ethics Committee will call a meeting of involved parties in an attempt to resolve the dispute internally of the CSSR/SCÉR.
- d. If the Ethics Committee and involved parties are not able to resolve the dispute, the issue will be taken to the CSSR/SCÉR Executive Committee. The Committee will meet in a private and confidential executive session, without the presence of the involved parties, in order to give Committee members an opportunity to review the information. The Ethics Committee *may* make recommendations to the Executive Committee regarding next steps.
- e. Once the Ethics Committee has met with the Executive Committee, the results/decisions of that meeting will be shared with the involved parties.
- f. The involved parties agree to abide by the decision of the CSSR/SCÉR Ethics Committee and CSSR/SCÉR Executive Committee to the best of their ability.

External Resolution Option

3. If the Ethics Committee and involved parties are not able to resolve the dispute internal to the CSSR/SCÉR, the parties may then opt for an external resolution process as follows:

- a. The Ethics Committee and the involved parties may meet with a single mediator. In this case, the Ethics Committee will appoint a mediator. A mediator must be someone outside of CSSR/SCÉR with no relationship to the involved parties. Each party may also opt to bring a volunteer support person with them. (For more information on 'Support Person' visit [here](#)).
- b. If the parties are not successful in resolving the dispute through mediation, then the parties agree that the dispute shall be settled by arbitration before a single arbitrator, who shall not be any one of the mediators referred above or the Ethics Committee, in accordance with the province or territory where the CSSR/SCÉR is situated or as otherwise agreed upon by the parties of the dispute.
- c. The decision of the arbitrator shall be final and binding and shall not be subject to appeal on a question of fact, law, or mixed fact and law.
- d. All costs of the mediators appointed in accordance with this section shall be borne equally by the parties of the dispute or the controversy. All costs of the arbitrators appointed in accordance with this Code shall be borne by such parties as may be determined by the arbitrator.

Commitment to Duty of Care, Loyalty, and Obedience

As a member of the CSSR/SCÉR Board, I have read the Code of Conduct and agree with the following:

I agree to act in good faith and uphold the Code to the best of my ability.

I understand that maintaining confidentiality of CSSR/SCÉR Board matters is a fiduciary responsibility.

If a Board member is knowingly unable to fulfill their responsibilities as a Board Member and/or abide by this Code for whatever reason, the Board member will communicate this directly to the President of the CSSR/SCÉR and/or disclose this to the Board.

All incoming CSSR/SCÉR Board members will receive a copy of the Code of Conduct at the time of their appointment.

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