MARCH 23, 2010

Present:
Adrienne Canning, Amy Cox, Agata Stypka, Takuto Shiota, Yifan Wang, Stacy Chappel

Regrets:
none

The meeting was called to order at 10:30 am with Canning in the Chair.

STANDING ITEMS

1. Executive Director Review

[Chappel left at 10:30 am]

The Executive met in camera to discuss the Executive Director’s annual performance review.

[Chappel returned at 10:50 am]

2. Approval of Agenda

M/S
Approved with the addition of Maintenance Fee and meeting with Dean Devor.

CARRIED

3. Approval of Minutes

M/S
March 19, 2010 Executive Board minutes were approved with minor corrections.

CARRIED

4. Business arising from the minutes

None.

5. Executive Reports

GSS Executive Board Minutes  March 23, 2010  Page 1 of 5
Director of Services: Stypka reported the Casino Night had a good turn out and worked very well in the David Clode Room. There are two more Wednesday coffee mornings. Stypka reported she met with Team Fantastic to plan transition to the new year and participated in the Executive Director review committee.

**Director of Student Affairs:** Wang had noting to report, noted he is currently writing his Comprehensive exams.

**Director of Finance:** Shiota reported he had a travel grants meeting with students; attended the VPAC hiring committee, reviewed the budget presentation and participated in the Executive Director review committee.

**Director of Communications:** Cox reported she has nearly completed the last issue of the source, which will be distributed at the Semi-annual General Meeting. She has sold ads and approached some other advertisers, who were interested in advertising in the day timer.

**Chair:** Canning reported she missed some meetings but had kept up with the materials. She participated in the Executive Director review committee, attended the consultation with students on travel grants, wrote Dean Devor regarding the travel grants, and cleaned up her stuff to get ready to hand off to the incoming chair.

## INTERNAL BUSINESS

6. **Collective Agreement**
   
   Canning referred to the proposed changes to the policy manual circulated with the agenda. She noted most changes were updates to make the GSS policies work with the collective agreement and revisions to personnel over the past year.

   **M/S**
   
   *Proposed changes to the Policy Manual are accepted with the addition of a policy to clarify that room bookings in the Grad Centre are free for the meetings of the CEP local 467 when conducting union business.*
   
   **CARRIED**

   Shiota referred to the proposed collective agreement. Canning noted there are types on page 19, and in sections 18.02 and 19.02.

   **M/S**
   
   *The Collective Agreement is approved as presented.*
   
   **CARRIED**

   Shiota was thanked for his hard work on collective bargaining.

7. **Communications**

   Cox reported she anticipated the Campaigns and Communications budget to be on target, however the last issue was going to print this week and there are occasionally adjustments made at the printer, which cost $75 per hour. In order to have the issue available at the SGM, Cox asked that $200 be allocated to cover any such adjustments to ensure the print run was completed on time.

   **M/S**
   
   *$200 from the contingency fund will be used to pay any costs beyond budget during the last print run of the Source.*
   
   **CARRIED**

8. **Events Recommendations**
Stypka referred to her written report, which listed all the events held, the dates, cost, co sponsors, and door prizes for each, and comments about the event and what worked well/didn't work.

The Exec congratulated Stypka on leading such an excellent year of events!

Stypka noted her thanks to Miles, Josh, Claudine and Elly from Team Fantastic.

9. **Travel Grants**

Shiota noted Dean Devor is coming at noon, so the exec will have a chance to discuss the issue with him at that time.

10. **Budget and Finance Motions**

M/S
The 2010-2011 budget is approved for presentation to the General Meeting March 30.
CARRIED

M/S
The Terms of Reference for the Employee leave and Emergency Hire Fund are recommended for approval by the membership at the Semi-Annual General Meeting March 30; and

The GSS Executive further recommends a cap of the fund of about $15,000 be advised.
CARRIED

11. **Executive transition**

Transition to the 2010-2011 Executive Board was discussed. The outgoing executive agreed to recommend the outgoing and incoming executive meet for dinner and a long night of beer to discuss the past year and pass on key issues.

12. **Capital Fund**

Shiota reported the Food and Beverage Committee met and recommended spending some of the capital fund on equipment purchases for the Grad House.

M/S
Up to $2700 of the capital fund is approved for purchase of kitchen appliances, including a smoker, food warmer, soup warmer and food processor.
CARRIED

13. **Anti-Violence Project**

Canning reported she met with the AVP coordinator and will report to the incoming board about their proposal for involving graduate students.

14. **Meeting with Dean Devor**

[Dean Aaron Devor arrived at noon]

Canning welcome Dean Devor to the meeting.
Devor reported the travel grants used to be restricted, but has been unrestricted in the past two years due to there being additional available funding with the grad student expansion. This money has come from the same budget as scholarships and recruitment, “student support”. The excess has now been spent.

Why now? The FGS found out only recently. The FGS budget was based on 60% pick up of offers using the student support fund, based on past use of 40%. However, the pick up in 2009-2010 was almost 90% as enrolment was up 10.6%.

The fixed budget for travel grants is $105,000, which includes the $30,000 contribution for the GSS. As it stands now FGS has already approved 50% of the 2010-2011 budget for travel grants.

Canning suggested releasing only 60% of budget for the Summer, as that is typically the amount spent in travel grants for the summer months.

The Dean suggested the following means to restrict access to the fund:

a. limit travel grants to one per degree.

b. permit travel grants only to students registered in thesis (599) or dissertation (699)

c. no travel grants for students who are not within the normal completion deadline for their degree

Canning noted that consultation with graduate students has indicated that restriction of the funds is not popular.

Shiota echoed this concern, stating that the students are very upset with what has happened and that there was no notice of the crisis.

Devor said there is no actual cut to the budget, only an end to discretionary funds.

Shiota noted this is more difficult for smaller departments where there is little additional money to support students. He asked that Devor go with the GSS to approach the VP Academic and President for additional funds.

Devor said additional funds for travel grants would have to come out of scholarships. He noted other universities are facing furloughs for their senior staff.

Chappel said departments should be consulted as they are also contributing to travel, and now will be asked to bear a higher burden for this.

Canning said we need both a long term solution and also an immediate solution to the current crisis.

Chappel asked if the GSS could have the statements for the FGS to show how the funds are being spent on various areas.

Devor said he could only give the breakdown of student support funds, not the statements.

Canning asked about approaching other donors. She said she feels students have been let down, and UVic should be working to replace this funding in the immediate future, not giving two weeks notice that it is gone.

Devor said he wants to send a joint memo with the GSS, and will draft one to see if the GSS would sign on. He said he agreed with the idea of seeking other funding partners.
15. **Maintenance Fee refund**

Shiota reported Facilities has agreed the GSS was over-billed for utilities for the past two years and is refunding the GSS approximately $30,000.

16. **Childcare Advisory**

Chappel reported UVic has struck a committee to oversee a consultation on expanding childcare. She noted the joint committee is a victory for the GSS and the Childcare Action Group, who have advocated that there be a consultation that involves all stakeholders. Currently the student unions, and the chairs of the Childcare Action Group (who are students and Faculty) are all involved in the consultation group. The GSS will advocate that faculty, UVic staff, and parents with disabled kids, as well as representation for indigenous students be included.

**TASK:** Chappel will send out a call to the GSS grad reps seeking a graduate student to sit on the Childcare Consultation.

**CLOSING ITEMS**

17. **Other Business**

No other business

Meeting adjourned at 1:13 pm

sc/SC

Minutes approved by:

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Kalin McCluskey, 2010-2011 GSS Chair  
Stacy Chappel, Executive Director