Present:
Adrienne Canning, Nick Graham, Qi Ke, Matt Park, Stacy Chappel

Regrets:
none

The meeting was called to order at 10:07 am with Adrienne Canning in the Chair.

STANDING ITEMS

1. Approval of Agenda
The chair asked for additions to the agenda, and seeing none noted the agenda was approved.

2. Approval of Minutes
M/S Graham/Ke
Minutes for the September 24, 2010 and October 20, 2010 Executive Board meetings are approved as presented.
RESULT

3. Business arising from the minutes
Chappel reported she had found the draft July minutes.

TASK: Chappel to reformat and circulate the July minutes.

Chappel reported not additional candidates for the childcare advisory board had come forward

TASK: Chappel will circulate the bio for the candidate for the Childcare Advisory Committee and the exec can vote by email.

GSS BUSINESS

4. Chair’s duties follow-up
Canning noted she had made it to most meetings, and had some committee vacancies for follow up.

She noted McCluskey had been attending the convocation subcommittee, and she won't be able to continue this committee, so it has been circulated to the membership.

Park agreed to continue attending the FGS meetings due to a conflict with Adrienne's schedule.

5. Assembly of Western Canadian University Graduate Students' Societies

Canning reported the date of the meeting is Friday December 3 - Sunday December 5.

She asked who would be able to attend.

Ke said she cannot attend due to a scheduling conflict.

Graham, Canning, Park and Chappel will be delegates to the meeting, with one spot held in case the new Director of Communications can attend.

Graham noted it may be possible to stay with his mom, saving some of the cost.

TASK: Canning will obtain information on the meeting agenda from UBC GSS.

TASK: Graham will confirm whether the GSS can stay at his mom's

TASK: Chappel will get background emails from the ED at SFU GSS.

6. AGM follow up - Travel Grants

Canning reported the GSS has been invited to meet with the Dean of Graduate Studies in follow up to the one year MA issue. She suggested adding the proposed change to the travel grants process for students proposing to present at conferences to the agenda. She also noted the discrepancy on Seattle funding rate should be resolved.

Chappel asked if the exec wanted to devise a plan for consulting the members on travel grants, as well as some proposals for the upcoming year.

TASK: Canning will call a separate meeting dedicated only to travel grants.

7. Leave for one year MA students

Chappel reported she and Park had circulated a message to faculty in one year MA programs regarding GSS concern about the proposed changes. She reported she had also solicited feedback on the issue from faculty, and had largely heard from faculty who did not agree with the proposal and were concerned about the impact on lower income students. She noted she had heard from one professor about concerns she had heard second hand, which included completion time, impact on the degree program reputation if students take longer than one year to complete, and managing supervisor scheduling.

A letter of support for the GSS position from the English department was received.

Canning reported she had confirmed the November 25 FGS meeting will have the leave for one year MA's on the agenda.
**TASK:** Park will attend the next FGS meeting.

**TASK:** Canning will set up a meeting with Dean Devor on the issue (and on the travel grants change)

8. **English Classes Proposal**

A proposal from Takuto Shiota was received for information, and discussion on the item was tabled to the next meeting.

9. **AIS Question**

Canning reported she had received a note from students in Geography who had concerns about changes to which students received the AIS.

Canning suggested discussion on this would be best done with the Dean of Graduate Studies, and that perhaps some guidelines on AIS are in order.

**TASK:** Chappel will circulate a note to grad reps asking for any further concerns so they can all be raised at once.

10. **Meeting with the UVIC President and Senior Administration**

Chappel noted the meeting is on Monday, November 8 at 9:30 am.

**TASK:** Chappel will send the following agenda items to Student Affairs for the agenda:

- Impact of the change to a Ministry of Science and Universities
- Continued efforts to create a BC scholarship program
  - note GSS joint efforts with BC GSS
  - note upcoming meeting of western Canadian university graduate students societies
- Update on impact from Tri-Council policy changes
- Has the grantscrafter position been filled?
- Changes in the GSS Executive

11. **Grad Council November 30**

Chappel asked for agenda items for circulation with the initial meeting notice.

**TASK:** Chappel will send the following agenda items to grad reps for the agenda:

- GSS chair and Director of Communications Election
- Travel Grants update
- AIS feedback
- 1 year MA leave update
- Revenue Canada and distance students categorized as full or part time
- Health and Dental Appeals Committee

12. **Executive Director Performance Review**

**TASK:** Park and Canning will meet with Chappel for a mid-term performance review.

13. **Mini-retreat**

Chappel suggested a mini retreat (even a potluck) would be in order once a new board member is elected.
Canning offered to host at her house.

14. **Committee Appointments**

**TASK:** Chappel to post all current committee calls on the bulletin board outside the GSS office.

a) **Committee on Accommodations**

Canning reported McCluskey had been sitting on an ad hoc committee looking at accommodations for students with a disability, and the university was seeking to add an additional graduate student they were nominating. There seems to be ongoing discussion about the issue.

Concern was expressed at the university adding students to committees, depending on the voting structure of the committee.  

**TASK:** Canning to consult with the UVSS and Jim Dunsdon to get all the information before making a recommendation.

b) **Gillian Sherwin Teaching Award**

Chappel reported the call had been circulated.

c) **Faculty of Social Sciences committees**

Chappel reported the call had been circulated. One candidate had been submitted, but the attached statement of candidacy was ineligible, so would be resubmitted.

**TASK:** Chappel to circulate the candidate statement to the Executive Board for vote by email.

15. **Biology Funding request**

**TASK:** Chappel will send a note to the Biology grad rep suggesting they apply for a department grant.

16. **December 6 memorial request**

Ke reported she had received a request for coffee or financial contribution to the December 6 memorial service, which is held outside at the fountain.

M/S Graham/Ke

*The GSS will donate $200 to the December 6 memorial service being organized by the Engineering students.*

**CARRIED**

**TASK:** Ke will find out how the group can receive a cheque.

Ke reported the GSS can set up an information table at the event.

Canning suggested we obtain a display stand to promote the GSS and our services.

Park reported CUPE 4163 had one at their AGM.
TASK: Chappel to enquire with CUPE as to the cost of the display stand.

17. November 10 event

Canning reported the SFU GSS are organizing an event regarding rising tuition November 10.

It was decided that as this is next Wednesday, and UVIC is closed for reading week, the GSS will not pursue a parallel event.

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OTHER BUSINESS

Next meetings:

- GSS Executive Board meeting: Thursday November 18, 10:30 am
- Meeting between GSS and UVIC Executives: Monday, November 8, 9:30 am ASB Board Room
- Faculty of Graduate Studies: November 25, 1pm, Elliot 162
- Grad Council: November 30, 5pm

Meeting adjourned at 12 noon.

sc/SC

Minutes approved by:

Adrienne Canning, Acting Chair

Stacy Chappel, Executive Director