EXECUTIVE BOARD

MEETING MINUTES

JANUARY 19, 2011

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

Call to order 12:06 pm Canning in the Chair

STANDING ITEMS

1. Approval of Agenda

M/S Park/Riddett

The agenda for the January 19, 2011 Executive Board meeting is approved.

Canning noted the long agenda, asked if anything needed to be moved early in case of loss of time. Riddett noted that strategic plan consultation best practice is important.

Canning added the item as Internal item 12

CARRED with amendments

2. Approval of the Minutes

M/S Riddett/Graham

December 15, 2010 GSS Executive Board minutes are approved as presented

CARRED

3. Business Arising

Approval of November minutes TABLED to next meeting.

TASK: Exec to review tasks from GRC Minutes

All other business arising was TABLED to the next meeting.
4. Executive reports

Chair: Canning referred to written reports  
Services: Graham referred to written reports  
Finance: Park referred to written reports  
Student Affairs: Ke will submit a written report to save time.  
Director of Communications: Riddett referred to written reports.

5. Acting AVP Research search committee
Canning reported there is a new Acting AVP research, but there is another call.

6. Solidarity Lunch
The regular “Solidarity lunch” happened (this includes PEA, CUPE, UVSS, GSS). The purpose is to try to figure out joint interests. Canning reported she brought up issues of faculty reassigning travel grants to students. PEA (Leslie Francis) wasn’t aware of that suggestion. Canning and PEA agreed to keep in touch.

PEA staff also have a training budget, which can be up to 1600 per year, and that might be the fund referenced, as it is more discretionary.

Workload intensification—none of unions get specific meetings regarding the UVIC strategic plan. There is interest in forming faculty disability caucus.

7. GSS – President and Senior UVIC Administration meeting update
Canning noted the meeting was very brief and asked for an update for those who were not there.

Riddett noted the budget would be status quo from the province... so funding for students will be not be touched, emphatic emphasis there would be no extra from the university. They expect there will be another budget in June or July after the leadership...

Within UVIC the departments will be taking a 1.5% cut.

There is another meeting at the end of term.

Said UVSS running referendum on athletics, and this wouldn’t affect grad students.

8. Travel Grants consultation
Canning reported the survey results available, and the meeting with FGS resulted in a number of items about temporary help for the agenda.

9. Committee updates
Childcare Task Force  
Riddett reported he is still waiting on final childcare report. He is hoping to receive it soon.

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International Student Strategic Plan Committee
Ke reported the meetings to develop a Strategic Plan for International students are ongoing. The plan is intended to be finalized for next five years—there is another meeting February 8, and a final consultation March 8 with the President.

Any thoughts on UVIC Focus with international students for next 5 years please should be sent to Ke. Right now key issues are student mobility, research toward international students, on campus service for international students. She reported she already gave feedback, noted that distance students may need support for international students as well as many might begin doing programs online.

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**INTERNAL BUSINESS**

10. Personnel
The board moved in camera to hear a personnel report.

11. Elections

M/S Canning/Park

RESOLVED Timeline approved for exec elections as presented; and

FURTHER RESOLVED Electoral officer will be paid an honorarium of $100 but if they are required to work more than 5.5 hrs, will be asked to submit timesheet for additional hourly pay at the standard rate for office staff; and

FURTHER RESOLVED Health and Dental fee referendum delayed to end of term.

CARRIED

12. Health Brokerage
Chappel briefly explained the brokerage process.

Park and Chappel to work on this

13. Travel Grant /FGS

M/S Park/Graham

RESOLVED to refer the following travel grant policy options to the Graduate Representative Council meeting January 25, 2011

OPTION 1 no wait list (GSS EXEC RECOMENDS AGAINST)
OPTION 2 only presenters will be funded
OPTION 3. Application cut off dates will be established for each month (have to apply by March 1)
OPTION 4. FGS asked us to step up our contribution to 37,500 annually (to match their increase from 75,000 to 95,000 base fund annually) (THIS MOTION WOULD BE A RECOMMENDATION TO THE SGM)  
OPTION 5 GRC OPTION get funds for presenting at a conference approved prior to approval (as per the AG)  
OPTION 6 Providing budgeting tools for students, showing maximum possible  
OPTION 7 Research for non-local travel only (i.e. local Vancouver Island) (GSS EXEC RECOMMENDS AGAINST)  
CARRIED  

M/S Ke/Riddett  
RESOLVED the travel grants program will approve only the amount for which the student applied.  

It was noted that currently, the wait list is being used to store the second time applicants, which is not what we previously understood.  

TASK: Chappel to note that motions will be voted on after Dean leaves.  

14. Meeting dates  
Meeting calendar was approved as follows:  

January 25 GRC (key agenda items: travel grants (meet the dean) AGM & election info, elect electoral CRO, form stipend review committee)  

Feb 2 Exec 12-2 (key issues 3rd quarter financials and reports, H&D contract renewal process, elections update, travel grants contract)  

Feb 9 Operational Relations 10 am - 11 am Stacy, Matt P and Adrienne only, @ GSS  

Feb 15 Grad Council 5pm-7pm – key issue: Strategic Plan  

Feb 16 Exec 12-2  

March 2 Exec 12-2 (key issues: draft budget)  

March 7 (Monday) 9:30 - 10:30 GSS Exec & UVIC President in ASB Board room 120  

March 16 Exec 12-2 (key agenda items: approving budget, AGM agenda)  

March 29 Semi-Annual General Meeting 5pm (Approve budget, ratify election)  

15. GRC AGENDA  
Canning noted the agenda will need to be adjusted with the department reports coming after the Dean’s question and answer session regarding travel grants.  

16. Health and dental appeals committee  
Graham reported the committee had completed the latest round of appeals. Kudos to Nick!
17. Ratify 50ths anniversary committee

M/S Graham/Riddett

RESOLVED Larissa Szlavik is elected to UVIC's 50th anniversary Committee

CARRIED

18. GSS Executive Director Review Committee

TASK: the committee will meet after next exec meeting Feb 2 2:30-3:30 Canning and Park (all welcome)

TASK: Chappel to circulate old review

19. Committees

Convocation/subcommittee

Canning reported the committee gets free lunch, March 3 Thurs 12-1

TASK: Chappel to add to the events bulletin, and note “free lunch!”

20. Meaningful Consultation

Riddett suggested getting together to come up with some basic ideas about that since we have been asked several times to define meaningful consultation by AVP Students, Jim Dunson.

Canning suggested we have a regular annual timeline. Perhaps give Dunson all the relevant dates (ie GRC, AGM)

Riddett nominated to subcommittee on meaningful consultation

TASK Riddett to set up a meeting on Doodle

EXTERNAL BUSINESS

21. Library access post graduation

Canning reported a student had requested the GSS advocate for ongoing library database access post graduation.

M/S Canning/Graham

The student requesting post graduation library access will be referred to the Alumni Association

CARRIED

22. Strategic Planning

M/S Canning/Ke

The UVIC President and those involved in the UVIC Strategic Plan will be invited to Graduate Representative Council February 15, 2011.
CARRIED

M/S Graham/Riddett
The GSS will decline a second meeting about UVIC’s strategic plan with the Executive Board and will send written material from the exec after GRC if needed
CARRIED

23. Profession Development task force
Canning says she has been receiving information on this as McCluskey had sat on the committee.

Park said it is a non-academic professional development, led by Associate Dean of Graduate Studies Doane, it might suit a GRC members.

TASK: Canning will check in with Professional Development Committee about involvement needs at this point.

TASK: Chappel to add this to the Grad Council agenda.

24. BC Transit
Canning reported there will be a new transit regional plan consultation 15 year plan
Open house in March ... Feb 1 or 2

TASK Chappel to add to the GRC agenda

25. Research and Development review
Canning reported that feedback is being sought by the federal government on research and development.

TASK: Canning to send out to Western GSS-ers
TASK: Chappel to send in bulletin

26. Strategic Plan feedback at FGS meeting

TASK: Chappel to add the strategic plan to Executive Board’s February 2, 2011 meeting agenda

27. Western Deans Feb 3 . 4

M/S Riddett/Canning

Request invitation Nick avcil Mar 3 Matt R avail Mar 4, request invite from Dean Devor, just to listen.
Canning will arrange to host GSS reps from other universities for lunch

CARRIED

TASK: Chappel to set up lunch booking among attending GSS Executives

28. Research Advisory Committee Retreat Feb 28
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Canning reported the Research Advisory Committee having a retreat about research, full day retreat. The Majority of discussion is faculty talking about grant funds and paperwork. Mon Feb 28 Tech Park

**TASK:** Chappel to send it out on GRC list, seek rep from student dept who are impacted most by research funding – due by FRIDAY JAN 21

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**VARIA**

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**Adjourned 2:12 pm**

Kudos to everyone for AWESOMENESS.

sc/SC

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Adrienne Canning, Chair

Stacy Chappel, Executive Director