UNIVERSITY OF VICTORIA GRADUATE STUDENTS' SOCIETY

EXECUTIVE BOARD MEETING

MINUTES

OCTOBER 17, 2012

Present: Jon Potter, Dallas Hermanson, Colleen Clement, Brian Pollick, Pål Skar, Stacy Chappel, Dr. Andrew Marton (AVP International), John Derry (Manager, Policy Development and Judicial Affairs)

Regrets: none

The meeting was called to order at 11:00 am with Hermanson in the Chair.

TASKS ASSIGNED

TASK: Health and Dental Appeal Committee to review criteria for leave and propose a policy

TASK: Health and Dental Appeal Committee to bring principles to GRC Agenda for November.

TASK: December 12 meeting will be scheduled to discuss governance and staff/board structure.

GUEST PRESENTATION

Hermanson welcomed Dr. Andrew Marton, UVIC's AVP International Affairs to the meeting.

There was a brief discussion about UVIC's internationalization and the role of the AVPI office in regards to graduate students.

STANDING ITEMS

AGENDA

The meeting agenda was approved as presented.

MINUTES

The October 3, 2012 Executive minutes were approved.

BUSINESS ARISING

Hermanson noted that he has contacted the UVERT conference group and University 101 regarding their requests.

Skar and Pollick are still to meet regarding the issue of membership fee remittance for Operational Relations.
REPORTS OF THE EXECUTIVE BOARD

Affairs: Skar reported the International Commons student advisory group is ongoing. It has no formal terms of reference, and another formal group is also involved. The Senate Planning Committee approved a PhD in Health Information conditionally, with cost recovery tuition as the goal.

Finance: Pollick reported he attended the meeting with the UVIC Senior Executive along with Potter and Skar. The President was not present and the meeting was chaired by AVP Academic Tremblay. He will report further on that meeting later. The Food and beverage Committee met. Developmental issues are not getting enough attention due to operational workload. The Health and Dental Appeals Committee met and are discussing issues such as maternity and other leave, and how coverage is handled.

M/S Clement/Hermanson

RESOLVED Students on approved withdrawal because of maternity leave can apply to opt in to the GSS Health and Dental Plan provided Faculty of Graduate Studies has authorized eligibility to return;

FURTHER RESOLVED this change will be formalized in the agreement with the insurance carrier.

CARRIED

TASK: Health and Dental Appeal Committee to review criteria for leave and propose a policy

Pollick reported a further issue is whether there should be a grace period on the deadlines. He noted that students will realize an error after receiving a notice from the university regarding overdue tuition.

Chappel was concerned this would play out differently depending on the student situation. If the tuition is paid by an external award, or if they paid their tuition in full before attempting to opting out, they would not receive an overdue fees notice.

TASK: Health and Dental Appeal Committee to bring principles to GRC Agenda for November.

[John Derry Arrived]

Hermanson tabled remaining reports until after the discussion with John Derry.

NON-ACADEMIC MISCONDUCT POLICY

Hermanson welcomed John Derry to the meeting.

Derry gave an overview of the Non-Academic Misconduct Policy and circulated copies. He noted the Victoria Restorative Justice Society were part of the process. He noted that sanctions are not part of the academic transcript and the process is confidential.

Skar asked if there was a role for advocates in the process.

Derry said there was, that students always have the right to bring an advocate or friend to any meeting.

There was discussion of the policy and its implementation.
EXECUTIVE REPORTS (CONTINUED)

Communications: Clement reported she attended the Senate Library Committee. There was discussion of a student proposal to maintain the law library for law students only. The library is switching to a new server to handle integration of library services with Moodle. This should be seamless by September 2013. She reported there were issues with the colour and legibility of the website. A review is still needed, but she was unsure about her role.

Chappel agreed that the role of governance vs. working board can cause tension and needs resolution, particularly for the board members with duties overlapping with staff roles, such as the Directors of Communications and Services.

Clement said the board needs a communications person.

TASK: December 12 meeting will be scheduled to discuss governance and staff/board structure.

Hermanson noted the issue of a policy on a grace period for Health and Dental appeals remained unresolved.

M/S Pollick/Clement

RESOLVED to maintain deadlines for Health and Dental plan opt out/ opt in;

FURTHER RESOLVED to automatically allow a grace period ending five business days after the deadline.

Chappel asked for Pollick to clarify whether the intention was for staff to allow the late opt in during the grace period without sending the student to an appeal.

Pollick said this was the intention.

CARRIED

TASK: Pollick will amend Health and Dental Appeal guidelines to reflect this change.

Services: Potter had nothing to report that wasn’t covered in other business.

Executive Director: Chappel reported that hiring for the Events coordinator is underway, Annual General Meeting preparations are the major task at the moment. Staff met this morning with Judy Burgess from health services and had an excellent discussion, especially in regards to international student health coverage and mental health services.

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INTERNAL BUSINESS

STRATEGIC GOALS

Report on strategic goals progress was tabled to the following Executive Board meeting.
OPERATIONAL RELATIONS AGEND

The agenda for Operational Relations would include further discussion of the fee remittance issue, and a labour relations update. Pollick said he was seeking specific information on the fee collection to establish the best policy.

REPORT ON MEETING WITH UVIC SENIOR EXECUTIVE

Pollick reported Dean Capson is looking for a solution to the issue of directed studies processes. The AVP Academic also assured us that implementation of percentage grade system was universal, and there were no different systems in other departments.

HEALTH AND DENTAL APPEAL COMMITTEE

M/S Pollick/Clement

RESOLVED Ming Lee was elected to the Health and Dental Appeal Committee as the representative from the Graduate Representative Council.

CARRIED

OTHER BUSINESS

Clement asked for an update on the CUPE letters.

Hermanson reported the feedback and assistance with the letters was greatly appreciated.

Potter reported that Wednesday November 28 is UVIC’s De-Stress fest and he has been working with the Alumni student ambassadors to work with them to make Wednesday Coffee part of this event.

ADJOURNMENT

The meeting was adjourned at 1:45 pm.

Approved, Chair

Approved, Executive Director

Sc/SC