MEETING MINUTES
October 23, 2012

PRESENT:

Barbara West, Community Development
Matthew Park, CSPT
Michael Carpenter, Political Science
Ming Lei, Electrical & Computer Engineering
Kaleigh Giles, Biochemistry & Microbiology
Sarah-Louise Decrausaz, Anthropology
Elena Audrade, CSPT
Angel Chen, Psychology
Adrien Engel, Electrical & Computer Engineering
Audrey Steedman, Environmental Studies
Bernadette Perry, French
Sara Sadavoy, Physics & Astronomy
Alison Elliot, Physics & Astronomy
Stephanie LaForest, Physics & Astronomy
Frank Berghaus, Physics & Astronomy
Cheng Chen, Computer Science
Guoming Tang, Computer Science
Alisha Chicoine, Economics
Estelle Kurier, Hispanic & Italian Studies
Michaelangelo Anastasiou, Sociology
Mary Clare Kennedy, Social Dimensions of Health
Sharon Chan, Psychology
Craig Harvey, Greek & Roman Studies
Neil Barney, Greek & Roman Studies
Josh Binus, Greek & Roman Studies
Lauren Tee, Greek & Roman Studies
Astrid Varnes, Theatre
Connie Sobsey, Biochem & Microbiology
Xiwen Wang, Education
Subilaga Kejo, Education
Sardar Ali, Computer Science
Yita Chen, Education
Yang Liu, Education
Mark Zion, Law
Epideh Heydari, Psychology
Danesh Shahnazian, Psychology
Katie McQueston, Visual Arts
Brian Pollick, GSS Director of Finance
Colleen Clement, GSS Director of Communications
Pål Skar, GSS Director of Student Affairs
Dallas Hermanson, GSS Chair
Jon Potter, GSS Director of Services
Stacy Chappel, Executive Director

The meeting was called to order at by Hermanson at 5:15 pm.

MEETING OPENING

ELECTION OF THE CHAIR

M/S Berghaus/Sadavoy

RESOLVED Hermanson is elected chair of the meeting.

CARRIED
Hermanson reviewed the agenda and the expected process for the meeting.

AGENDA

M/S Berghaus/Park

RESOLVED the meeting agenda is approved as presented.

CARRIED

APPROVAL OF THE MINUTES

M/S Barnes/ Barney

RESOLVED Minutes from the SAGM March 27, 2012 are approved with correction to note Berghaus in attendance

CARRIED

AUDITED STATEMENTS

Pollick thanked everyone for coming, and noted it is an important meeting as the finances all come out of the members pockets.

Pollick noted that last year’s Finance Director is here, Matthey Park. Pollick noted he is presenting Park, Chappel and Sistili’s work as the Audit represents the financial situation from April, 1 2011 – March 31, 2012.

Pollick referred to his written presentation.

He noted the largest sources of revenue are: membership fees; health plan fees; food sales

He summarized key points of the statements:

The GSS finished the year with 49,796 profits over all funds, a 32,000 increase over the previous year.

He noted the Operating Fund had a surplus of 27,000. This is unusual. Staffing was not full cohort for part of the year. In the past the Operating Fund picked up the operating cost for all other funds, mostly the health fund. In the ideal world the Restaurant and Health Plan would pay their full share of the operating expenses. So there is a small deficit in the Health plan fund.

Pollick is available if anyone has any questions.

M/S Park/Berghaus

RESOLVED the 2012 Audit is approved as presented.

CARRIED unanimously

GSS Annual General Meeting Minutes  October 23, 2012
APPOINTMENT THE AUDITORS

Pollick noted that the Society's Act requires annual appointment of the auditors, and the University Act requires the GSS to be audited.

Pollick said our auditors are Obara and Co and he would like to recommend reappointment.

M/S Park/Perry

RESOLVED Obara and Co is reappointed the society's auditors for the 2012-13 year.

CARRIED

EXECUTIVE MEMBERS REPORTS

Hermanson said each member would introduce themselves and their duties.

Chair: Hermanson said as Chair he meets with the administration and others on campus, and ensures our needs and wants are on the table whenever discussions happen on campus. A presence as an advocate is important for grad students. He also chairs society meetings like grad council and the Executive Board meetings.

Student Affairs: Skar said one of his jobs this year is to work with multiple year funding for grad students. He had a meeting last week to form a working group on the funding issue. UVIC has a new Dean of Graduate Studies who is very open to having those discussions. The University Presidents' Council had a presentation recently to the BC Budget Committee, asking for predictable research funding. At the same time the BC GSS has also developed a proposal for BC Scholarships, based on work from previous years. Another part of his portfolio is looking at internationalization. This week we are members of the hiring committee for the Director of the International Affairs office. The goal for the university is doubling the international student population and we need to plan for this. We are working on the advocacy issue, whether the GSS should have an advocate in the GSS for graduate students.

Communications: Clement thanked everyone for coming. As Director of Communications she oversees the handbook, and hopes everyone saw it. The cover features a photo from a graduate student in Anthropology. Another task in the summer was transition to the new website. Instead of print, we have moved to a radio show and podcast on CFUV, Beyond the Jargon. The show has been getting comments from across the continent. Hoping to make people feel welcome here, introducing people at the coffees, invites anyone interested to join and help with the radio show production, let her know. She is hoping to pass it on as she actually plans to finish her degree soon! You are welcome to sign up to help with one or two interviews, or lots of interviews! We can really use your voice and your talent. Mondays 1 pm is when the radio show is on CFUV, and you can get the podcasts links off the GSS website.
Finance: Pollick noted the GSS has about 20 employees and many are part time. We want to be a progressive employer. Staff at the GSS are unionized and our agreement expired March 31, and we will be bargaining in January, and I anticipate a fairly easy process of fine tuning as the first agreements were hammered out last year. The other thing that is going on is tackling the issue of fee remittance, trying to get a clear process of fee remittance. Even though most of us pay our fees in full by September 30, we don’t receive our first funds (68%) is November 14. Chappel has been able to negotiate an advance on the health plan fees to eliminate a cash flow problem. We are hoping to move to a system where we are receiving our funds on the earliest administrative opportunity. They are running our reports on the system in December, and if all goes well we can receive what is paid and not lose a bad debt fee. If we can make progress on that I’ll be really pleased. Another goal for the year is closing areas posing undue risk. For example, his is working on setting a privacy policy.

Hermanson noted that Jonathan Potter, D Services, has a class tonight so he would arrive late. His role is making sure members have events and activities to attend.

**SMALL GROUP DISCUSSION**

Hermanson introduced the discussion topic. He asked that everyone talk briefly about what issues are important at your table, then we will collect them and use them to inform discussion at the Graduate Representative Council meetings.

[The meeting broke into small group discussions for twenty minutes]

**ADJOURN**

**M/S WEST/SARDAR**

*RESOLVED the meeting is adjourned.*

**CARRIED**

[The meeting adjourned at 6:10 pm]

Approved, Chair

Approved, Executive Director

Sc/SC