Executive Board Minutes

February 6, 2013, 12 noon.

Present: Colleen Clement, Jon Potter, Brian Pollick, Pål Skar, Stacy Chappel

Regrets: Dallas Hermanson

The meeting was called to order at 12:05 with Clement in the Chair

TASKS ASSIGNED AT THE MEETING

TASK: Chappel to follow up with the other GSS groups to either work with them or independently to hire a campaigner as appropriate.

TASK: Pollick to add sound reduction to the contract for bar renovation.

TASK: The Executive Board will recommend to Grad Council that a March Grad Council meeting will be held in advance of the General Meeting.

TASK: The Executive Board will recommend the outgoing Executive Board meet with the incoming Executive Board directly after the AGM.

STANDING ITEMS

Agenda

The agenda was approved with the addition of “Grad Council process” and “2013-14 Budget” to internal business.

Minutes

Minutes from the January 16, 2013 Executive Board meeting were approved with minor corrections

Business Arising from the Minutes

Pollick reported the management review is still in progress.
Chappel reported the Senate and Board of Governors elections were promoted on the GSS website and in the email bulletin.

Chappel reported Hermanson had submitted his report back on the meeting with the BCGSS in writing, and they are supportive of a join campaigner in principle. They will take back the proposal to their boards, but ask for the UVIC GSS perspective on scope and role for this position, as well as the budget we could contribute.

There was a discussion around campaign options.

**M/S Clement/Pollick**
*RESOLVED that a budget of $2000 in addition to funds remaining in the communication budget are allocated to hiring a campaign developer and produce campaign materials promoting the development of a graduate student scholarship in BC; and FURTHER RESOLVED the campaign developer will be contracted to produce a campaign action plan, develop messaging, develop a campaign tool kit for graduate students to use with their society or independently during the BC election process; and will focus on raising the issue of graduate student funding during the election period.*
*CARRIED*

**TASK:** Chappel to follow up with the other GSS groups to either work with them or independently to hire a campaigner as appropriate.

**Executive Reports**

**Director of Student Affairs:** Skar had nothing to report

**Director of Services:** Potter reported he attended the trip to Goldstream Park organized by the new event coordinator Chris Duffy and it went well. He reported Pathways to Success is set for February 18 and 19. He met with Pollick and with Pollick and Chappel as part of the management review.

**Director of Finance:** Pollick reported the Food and Beverage Committee had reviewed the proposal to establish a cafe and had decided the best way forward was to provide espresso beverages within the current structure. Further, it was decided a bar renovation would be the best way to proceed, and would provide additional benefits, such as internal keg storage. Sistili is obtaining design and renovations plan.

Skar asked what had happened to the plan to reduce noise in the Grad House.

Chappel said the plan had been to have the former event coordinator, who is a sound engineer, run a baffle making session. She suggested sound reduction could be added to the contract to renovate the bar if we want it done properly.

**TASK:** Pollick to add sound reduction to the contract for bar renovation.

**Director of Communications:** Clement reported she wrote the RFP for the handbook designer. Her
other items are on the agenda.

INTERNAL BUSINESS

Car Co-op Membership

The members referred to the written briefing submitted by Sistili.

Chappel reported the car co-operative will be less expensive than paying mileage and parking for staff who need to run errands for the GSS. Additionally, the insurance situation is better for the staff, and it provides access for up to seven staff.

There was a discussion of insurance needs for business car use.

M/S Pollick/Skar

RESOLVED purchase of a business car share membership with the Victoria Car Share Program is approved subject to ensuring the liability insurance is fully covered for business usage of the program.

CARRIED

Senate Library Committee

Clement reported the survey on the library is complete and the results will soon be published online. She circulated the print version of the report. She noted the strategy for the research library is to ensure all campus and online assets are leveraged to support graduate students, faculty and interdisciplinary research, which is very positive.

CFUV

Clement noted she sits on the board of CFUV as well as producing the Beyond the Jargon show. She noted the annual fund drive, which funds capital costs for CFUV is upcoming and each show is tasked with raising at least $50. There has also been discussion of core funding. Undergraduates each pay $5 per term. She asked about graduate student fees, but the station manager said this was not likely the best route at the time. Clement wished to bring forward the fact that several graduate students are now involved with the radio program, and it is an excellent venue for promoting graduate student work. CFUV has recently hired a current affairs programmer who has been working with the show. She wondered if the GSS could make a one time donation to support the effort to develop stronger current affairs and podcast profile.

Pollick suggested we take it into consideration for the budget, as we are also considering food bank and university 101 contributions.
Skar was concerned that contributions to campus services be considered as a whole.

In the meantime, Pollick suggested the GSS make the initial contribution to the Beyond the Jargon show for fund drive.

**M/S Pollick/Skar**

*RESOLVED the GSS will contribute $50 to CFUV Fund Drive for the Beyond the Jargon show.*

*CARRIED*

Pollick suggested the GSS explore an organizational membership as opposed to a membership fee referendum.

Chappel suggested this could be used to cover the membership of a set number of graduate students who are involved in CFUV and taking training. She noted CFUV has loyal listeners from the community and has the only multi-lingual programming in town. It is an excellent venue for promoting graduate student research. She also noted CFUV regularly works with the GSS on our events and promoting our work when asked.

**TASK: Clement to bring pledge form to Chappel to process CFUV donation**

*Idle No More*

Chappel noted Hermanson had asked her to table this item to this meeting as it was cut short last meeting.

Pollick asked if there was interest/ability to hold an event on the issue.

It was decided there was too much ongoing and other events already available on campus and in town.

**Grad Council Format**

Potter asked how the group felt about the new format for the Grad Council meeting.

The members agreed it was largely positive.

Chappel reported grad rep feedback was also very positive, with concerns raised about time, wanting department reports, and about the ability to come to action from discussion. She said the minutes are nearly complete.

Pollick suggested the February 19 Executive meeting can be used to plan how to facilitate action discussion at the next Grad Council. He suggested the meeting could have meals and informal discussion 5-5:30, and then business from 5:30 – 7:30. This would also allow time for exchange on news from different departments during the meal.
2013-14 Budget

Pollick reported eh will need about 30 minutes at the next grad council to present the budget.

He asked that if Executive Board members had areas of their budgets they felt needed changes they should send these to Stacy for consideration as soon as possible since the budget drafting meeting is Friday.

Governance and member engagement

There was an informal discussion of grad rep engagement, and juggling business items (such as finance reports) with informal discussion enjoyed at the previous meeting.

Pollick suggested supplanting two Grad Council meetings for AGMs reduces involvement.

**TASK: The Executive Board will recommend to Grad Council that a March Grad Council meeting will be held in advance of the General Meeting.**

**TASK: The Executive Board will recommend the outgoing Executive Board meet with the incoming Executive Board directly after the AGM.**

Adjournment

The meeting adjourned at 1:00 pm.

[Signatures]

Approved, Chair

Approved, Executive Director