University of Victoria Graduate Students’ Society
Executive Board Minutes
August 25, 2015

Present: Katrina FLANDERS, Chair; Amanda McLAUGHLIN, Director of Communications; Elissa WHITTINGTON, Director of Student Affairs; Hilary CULLEN, Director of Services; Alexander KOVALCHUK, Director of Finance; Stacy CHAPPEL, Executive Director.

Regrets: none

The meeting was called to order at 5:07 pm with FLANDERS in the chair.

TASKS ASSIGNED AT THE MEETING

TASK: FLANDERS to talk to Lori Nolt in Student Awards and Financial Aid regarding the Libyan students’ direct billing.

TASK: CHAPPEL, CULLEN, and SHI to review and prepare the orientation handout for department handouts.

TASK: CULLEN to draft talking points for department orientation.

TASK: each Exec member will send meeting dates and priorities for the year for each of their committees to CHAPPEL by Monday, September 7.

TASK: Get out the vote materials will be circulated at the Orientation table (Sep 4) and the Locals for Locals table (Sep 10).

TASK: WHITTINGTON will contact the UVSS about the election debate.

STANDING ITEMS

APPROVAL OF THE AGENDA
The agenda was approved as presented.

APPROVAL OF THE MINUTES
Minutes from the July 28, 2015 Executive Board meeting were approved with minor corrections.

BUSINESS ARISING FROM THE MINUTES

CHAPPEL reported the call for candidates regarding the Registrar Appointment has been circulated, but there are no candidates to date. She also reported that all Executive reports were received for the GRC meeting.

FLANDERS gave an update on the BC Scholarship campaign. UBC GSS timeline for work on the BC graduate scholarship program.

TASK: FLANDERS to talk to Lori Nolt in Student Awards and Financial Aid regarding the Libyan students’ direct billing.
WHITTINGTON reported the UVSS had already sent their letter regarding their Fall reading week. FLANDERS said subsequently she heard that they had sent their letter to Senate, and as it was electronic she could probably re-submit with our sign on.

INTERNAL BUSINESS

SEPTEMBER ORIENTATION
CULLEN reported the master list of departmental orientations is largely complete. She has added the volunteers from Grad Council where appropriate.

FLANDERS referred to the orientation speaking notes in the meeting agenda appendices, and noted these are for the previous year. She thought they would need to be more concise, due to the limited time in each department, and also because some of our volunteers will be giving the presentation.

TASK: CHAPPEL, CULLEN, and SHI to review and prepare the orientation handout for department handouts. TASK: CULLEN to draft talking points for department orientation.

CULLEN reported the Orientation Power Point presentation is completed and asked whether anyone had any final feedback.

COLLECTIVE BARGAINING
[The meeting went in camera to hear a report on collective bargaining]

M/S CULLEN/WHITTINGTON

RESOLVED the collective bargaining agreement is ratified as per the agreement-in-principle dated August 24, 2015.

CARRIED

TASK: CHAPPEL to notify UNIFOR that the Executive Board has ratified the agreement.

FALL EXECUTIVE MEETINGS
Exec Meetings will be held the First and Third Tuesday, 9 am – 11 am, starting September 15, 2015.

REGULAR CHECK INS
CHAPPEL proposed checking in regularly with each other on the Executive Board, or with CHAPPEL.

FLANDERS proposed Burger Beer night September 14 the Exec could get together!

GRC COMMITTEE MATERIALS
FLANDERS reported the intake form is in progress.

TASK: each Exec member send meeting dates and priorities for the year for each of their committees to CHAPPEL by Monday, September 7.

FALL REFERENDUM PLANNING AND CAMPAIGN
FLANDERS referred to the renovation background information prepared by SISTILI. We need to start the plan to communicate with members.
KOVALCHUK reported he had been reviewing the renovation plan and the history of the discussion about the renovation. KOVALCHUK suggested it might be helpful for the Executive Board to take a position on the issue. He proposed we highlight the need for the Society to grow to meet our current membership and future member growth... in one word, Modernization of the GSS. The current building was designed for under 1,000 graduate students. The renovations plan is coming across as a business idea that makes no sense. However, what it is really about is making our space work for a larger membership. Modernization could include more than just the building ... it could include a change to our fees to meet our current fee needs. Our last fee increase was over 5 years ago.

This could also include a review of the Executive stipends.

FLANDERS said the next step should be a working group to sort out what we need to do with the referendum, with the entire Exec, to focus on the referenda question.

The Executive Board will have a lunch meeting to discuss the referendum on September 2, 2015, 11:30 – 12:30, GSS ROOM 108.

DAVID CLODE ROOM ART
KOVALCHUK reported he had received a concern about some of the language used in one part of the display in the David Clode room.

The Exec viewed the display, and agreed to have further discussion on the topic.

GET OUT THE VOTE CAMPAIGN
KOVALCHUK ordered a lot of material regarding ensuring students have the information about registering to vote.

**TASK:** Get out the vote materials will be circulated at the Orientation table (Sep 4) and the Locals for Locals table (Sep 10).

**TASK:** WHITTINGTON will contact the UVSS about the election debate.

KOVALCHUK reports that WHITTINGTON has been in contact with the UVSS regarding the debate on science as a federal election issue.

STUDENT UNION DEVELOPMENT SUMMIT REPORT BACK
KOVALCHUK will give a full report at burger beer night.

KOVALCHUK said it was a summit, rather than a conference, and it was primarily undergraduate focussed. However, it was very valuable. It would have been able to have two people present.

The highlights were getting contacts and the big themes were:

- Mental health information and initiatives on campus
- Election and student voting  
  o Have silly ballot events to show how easy voting is  
  o Vote-prosals to vote together.
- Comparing policy and bylaws.
- Met with other Directors of Finance
- Research fair sponsored by Yagermeister
- There is an app for events meet + @ = meet@  
- Truth and Reconciliation tool kit and training
- Met with UBC GSS president and had a fruitful discussion

KOVALCHUK said there were many great ideas and inspirations from the event, and he is happy to share and discuss more.

**CLOSING ITEMS**

**EXECUTIVE REPORTS**

**Chair**: FLANDERS reported she attended GRC, meet with CULLEN regarding orientation prior to GRC. Finished the edit of the strategic plan, and made up the agendas for GRC, Executive Board and Organizational Development Committees. She attended a Grad FRAC meeting and the Mental Health *Beyond the Basics* workshop. She had a check-in with CHAPPEL, and general administrative work.

**Communications**: McLAUGHLIN reported the handbook proof is complete. Printing is currently underway. Industry mail out system has been set up and she and the staff attended a tour of the administration system. She attended GRC, and had a check in meeting with CHAPPEL and FLANDERS.

**Director of Services**: CULLEN reported she attended GRC. She met several times with the new and outgoing Events Coordinators. Fall plans are going well. She worked with CHAPPEL and SHI to edit the orientation power point. She organized the department orientations. She met with Kayleigh from the student ambassador program and Janelle about the Orientation events. There are some department orientations that don’t have a person yet, so please send any volunteers. She attended Clubs Council and GRC, and one day of bargaining.

**Director of Finance**: KOVALCHUK reported he was at two days of collective bargaining, Food and Beverage Committee, Organizational Development Committee, SUDS conference, and cheque signing and GRC. Met informally with SISTILI and CHAPPEL, and attended a Labour Solidarity meeting.

**Director of Student Affairs**: WHITTINGTON reported she had attended Grad Council and done administrative email.

**Executive Director**: CHAPPEL reported she had been working on budget reports specific to particular committee needs. She attended the Food Beverage Committee, Organizational Development Committee, Graduate Council, Executive Board. She worked with FLANDERS on agenda planning. She had some holidays in August. She attended the Mental Health *Beyond the Basics* workshop, and the training for the industry mail out email system. She updated the policy manual to reflect changes at Grad Council. She attended the collective bargaining meeting, and prepared information related to bargaining.

**NOTICES OF MOTION**

Financial statements from the first quarter.

**UPCOMING MEETINGS**

Exec lunch to discuss the referenda: September 2, 11:30 am, Grad House

Executive Board meetings for the fall term 2015: First and third Tuesday of the month, at 9 am, beginning September 18.

Exec social: September 15 Burger & Beer night.
ADJOURNMENT

The meeting adjourned at 7:30 pm.

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Approved, Chair

__________________________________________
Approved, Executive Director

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