

University of Victoria Graduate Students' Society

## Executive Board

APRIL 3, 2019, 3 PM

ROOM 108, GRAD CENTRE

MEETING MINUTES

**DIRECTORS PRESENT:** Mehdi HASHEMI, Chair; Kelly CLARK, Director of Communications; Carla OSBORNE, Director of Finance; Sima SHANJANI, Director of Services; Saeed REZVANI, Director of Student Affairs.

**STAFF PRESENT:** Stacy CHAPPEL, Executive Director; Mike RONNING, Operations and Services Manager; Karen L. POTTS, Governance Coordinator (Recorder).

### STANDING ITEMS

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#### CALL TO ORDER

The meeting was called to order by HASHEMI at 3:10 pm.

#### APPROVAL OF THE AGENDA

Motion: RESOLVED that the agenda is approved as presented.  
Approved by consent.

#### APPROVAL OF MINUTES

Motion: RESOLVED that the 2019-03-21 Minutes of the Executive Board are approved as presented.  
Approved by consent.

#### EXTERNAL COMMITTEE APPOINTMENTS

Motion: RESOLVED to re-elect Ashley Wan to the Multifaith Services Advisory Committee for 2019-20.

M/S OSBORNE/CLARK  
CARRIED

Motion: RESOLVED to elect Anabelle Bernard Fournier to the HSD Selections Committee, Associate Dean – Research.

M/S REZVANI/OSBORNE  
CARRIED

## MEETING BUSINESS

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### EXECUTIVE MEETING SCHEDULE FOR APRIL 2019

The Executive Board will meet next on April 10<sup>th</sup>, 3 pm. The Executive is requested to hold April 18<sup>th</sup>, 3 pm as a potential follow up/training meeting.

### SIGNING AUTHORITY

*Motion: WHEREAS the Chair, Director of Finance, Executive Director and Operations and Services Manager are the signing officers of the Society; therefore it is RESOLVED that Arash ISAPOUR is removed as signing officer on all GSS accounts held at Vancity; and FURTHER RESOLVED that Mehdi HASHEMI is appointed signing officer on all GSS accounts held at Vancity.*  
*M/S OSBORNE/SHANJANI*  
*CARRIED*

**TASK: CHAPPEL to notify Vancity.**

**TASK: HASEMI to go to Vancity to complete signing authority.**

### EXECUTIVE ORIENTATION & TRAINING OPPORTUNITIES

a. Overview of the Executive Board duties and procedures.

CHAPPEL provided a preliminary orientation for the 2019-20 incoming GSS Executive Board. The material presented is available on the Executive Board Connect, in the Governance Orientation folder.

**TASK: All Executive Board members are to provide their full mailing addresses to CHAPPEL before the end of April 3, 2019.**

**TASK: CHAPPEL to ensure Executive are receiving their Director emails and know the rules around member privacy and confidentiality.**

**TASK: CHAPPEL to post photos of new Executive for Grad House/Side Project staff recognition.**

HASHEMI reported he has been receiving requests for GSS support to protest the March 26, 2019 Board of Governors decision to approve a budget outside of the open meeting, including increases in international tuition fees. CHAPPEL reviewed the process to request GSS support for causes or campaigns.

Discussion: SHANJANI raised the issue of conflict of interest as she declared she would personally benefit by reduced international student tuition fees. CHAPPEL explained that conflict of interest policy relates to decisions that only have individual personal benefit, with no group benefit. All graduate students, including the Executive Board members, should benefit by the decisions of the GSS Executive Board. An international student on the Board may benefit from reduced international tuition fees but so would 30% of the GSS members.

*Motion:* That the GSS support the campaign to provide solidarity for international students and protest the Board of Governors decision to increase international tuition fees through printing 50 colour posters.

M/S HASHEMI/REZVANI

CARRIED

- b. Board Training time with Volunteer Victoria.

**TASK: POTTS to check if Volunteer Victoria is available Thursday April 18<sup>th</sup>, 2019.**

**TASK: POTTS to provide a list of other potential training workshops that could be provided by Volunteer Victoria.**

- c. Book a transition meeting with the former Executive Board (if needed).

Not discussed.

- d. Meeting requested by Governance Coordinator with incoming Chair for governance coordination planning.

Not discussed.

Due to time restraints the remainder of the orientation presentation and discussion was tabled for a future meeting.

#### COMMITTEES OF GRC (HANDOUT: 2018-19 ONGOING GRC COMMITTEES)

A list of all current GRC committee members was distributed.

**TASK: OSBORNE to formally notify Joshi that he has been removed from the Finance Committee and needs to volunteer for an alternative committee. OSBORNE to copy gssgov@uvic.ca on the email.**

**TASK: COMMITTEE CHAIRS were requested to contact current committee members as soon as possible to arrange for the next meeting of the committee and circulate a call for agenda items.**

**TASK: COMMITTEE CHAIRS are to determine a summer schedule for committee meetings.**

**TASK: COMMITTEE CHAIRS are reminded to check GSS meeting room availability before confirming meeting times. All room bookings must be booked through the Front Desk.**

By consent, the Executive Board extended the Executive meeting time until 5 pm.

#### RENEWAL OFFER FOR STUDENT HEALTH PLAN

The GSS has received a renewal offer through our brokers. There will be a meeting at April 8<sup>th</sup> at 1:30 pm to review the offer with our brokers. The Director of Finance will attend. The Chair and any other directors are invited and encouraged to attend as the information will be pertinent to a fee referendum.

**TASK: CHAPPEL will provide an orientation to the GSS insurance plan prior to this meeting.**

IN CAMERA SESSION: PERSONNEL

*Motion: RESOLVED that the Executive Board goes in camera to discuss the report of the collective bargaining committee at 4:42 pm.*

*M/S REZVANI/OSBORNE*

*CARRIED*

POTTS left the meeting.

*Motion: RESOLVED that the Executive Board rises and reports from in camera session at 4:59 pm.*

*M/S CLARK/OSBORNE*

*CARRIED*

*Motion: RESOLVED that the negotiated terms of the collective agreement are accepted as presented.*

*M/S OSBORNE/CLARK*

*CARRIED*

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CLOSING ITEMS

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NOTICES OF MOTION

Agenda items for the April 10, 2019 at 3pm Executive Board meeting, are in Appendix A.

UPCOMING MEETINGS AND IMPORTANT DATES

1. Next Executive Board meeting: Wednesday April 10, 3pm (and potentially Thursday April 18, 3 pm).
2. Graduate Representative Council (GRC): April 23, 4:30/5 pm
3. UVic: President's Extraordinary Service Awards April 30<sup>th</sup> 3 pm McKinnon Bldg Lobby

ADJOURNMENT

HASHEMI adjourned the meeting at 5:01 pm.

  
Approved, Chair

  
Approved, Executive Director

klp/

## APPENDIX A: AGENDA ITEMS FOR THE 2019-04-10 EXECUTIVE MEETING

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### EXECUTIVE MEETING SCHEDULE FOR SUMMER 2019

### REVIEW OF BUSINESS ARISING FROM PREVIOUS EXECUTIVE (MOTION LOG)

### GRC APRIL 23, 2019 PLANNING

#### Agenda items:

- Issues with mental health services for graduate students – presentation
- Schedule of summer meetings
- Chair for Ad hoc Committee on International Student Tuition Fees

*Motion: BIRT [MEMBER NAME] is designated Chair of the GRC Ad-Hoc Committee on International Student Fees.*

### ASSIGNMENT OF ANNUAL EXTERNAL COMMITTEE APPOINTMENTS (HANDOUT)

GSS Executive members are asked to sit on many external committees. These requests come throughout the year. We have compiled a list of anticipated requests so that the incoming Executive can try to plan for the distribution of these important positions fairly, and anticipate the time commitment.

### EXTERNAL COMMITTEE APPOINTMENTS

*Motion: BIRT to elect [MEMBER NAME] to the Appointment Committee for Vice-Provost.*

(Referred from Grad Council)

*Motion: BIRT to elect [MEMBER NAME] to the Appointment Committee for acting Associate Dean of Fine Arts.*

(No volunteers to date)

*Motion: BIRT to elect [MEMBER NAME] to the Animal Care Committee.*

(No volunteers to date)

### DETERMINE GRC MEETING SCHEDULE FOR 2019-20 (HANDOUT)

The GRC schedule for 2019-20 will be published in the GSS Handbook. The dates and times for 2019-20 require approval.

*Motion: BIRT that the 2019-20 GRC meeting schedule will be as follows:*

### CONFLICT OF INTEREST DECLARATIONS

### STATEMENT ON BULLYING AND HARASSMENT

