

University of Victoria Graduate Students' Society

Executive Board

(ONLINE VIA ZOOM) MEETING MINUTES

JUNE 7, 2022

EXECUTIVE PRESENT: Summer OKIBE, Chair; Nicole KENT, Director of Communications; Nahid Pourdolat SAFARI, Director of Student Affairs; Wyatt MADDOX, Director of Services; Robert BICKLEY, Director of Finance; Kyla TURNER, Executive Director (non-voting)

GUEST: Zack DERRICK, Vice Chair of Stipend Review Committee

STANDING ITEMS PART 1

A. CALL TO ORDER

The meeting was called to order at 1:34 with MADDOX in the chair.

B. TERRITORY ACKNOWLEDGEMENT

Land acknowledgement offered by KENT. MADDOX invited all board members to take a moment to reflect on their relationship to the lands that they are on.

C. ICE BREAKER

What's your favourite item you've bought this year? Board members reported a wide range of items like tents, carafes, art supplies, technology and jewelry.

D. APPROVAL OF AGENDA

Motion: RESOLVED the agenda is approved with an amendment to include correspondence from EQHR/VP-Research regarding funding equity in correspondence received.

M/S: SAFARI/KENT

CARRIED

NEW BUSINESS

1. ANNUAL PLAN CHECK IN

Discussion:

MADDOX requested board members report any meetings held, progress or requests for help.

MADDOX has been on field work for three weeks and is still planning to meet with other board members next week. OKIBE has been dealing with housing concerns and her work is forthcoming. BICKLEY, SAFARI, and KENT likewise noted that research or life concerns have delayed and board will restart work next week.

TASK: TURNER to circulate the annual planning documents again, including who is assigned which sections and previous iterations of the annual plan.

2. STIPEND REVIEW COMMITTEE – INTRO TO MONTHLY REPORTS

Guest: Zack DERRICK, Vice Chair of Stipend Review Committee

REFERENCE: Board monthly report template

[DERRICK arrived at 1:55pm]

Discussion:

DERRICK provided an overview of the Stipend Review Committee, the new enforcement of the bylaws around stipend payments, and the board report template produced by SRC.

Board report template tips and tricks by DERRICK:

1. Start with time period and date submitted
2. Give a paragraph form overview of the month in the overview section
3. No confidential information goes in these reports – including labour, legal or financial matters
4. All meeting types are broken down within the report template
5. All board members are asked to use the template on the Connect site linked in the agenda for this meeting.
6. Please name files consistently with “Month, Date, Position.”

KENT asked for clarification on top-up decisions as the previous board received no top-up payments. DERRICK and TURNER provided a background that a small amount is budgeted for board top-ups and the decision to offer or not offer top-ups are solely the discretion of SRC.

[DERRICK left meeting at 2:11pm]

3. EXTERNAL BOARD TRAINING SCHEDULING

REFERENCE: Executive Board Training Policy

For Discussion

Board to schedule the following external training sessions with UVic resources:

- a) Non-profit board governance*
- b) Human resources, including development of a workplan, performance conversations, performance evaluation and discipline
- c) Management-side labour relations
- d) Anti-racism, equity and human rights
- e) Anti-sexualized violence, including promoting a culture of consent and supporting survivors
- f) Indigenous cultural safety

* If the board feels this information was provided by Karen and Kyla, we can note this training as already complete.

Decision: Anti-Racism, Bystander training, ICAT to be scheduled in Fall for the Board alongside GRC.

TASK: TURNER to arrange Human Resources and Labour Relations training for late June to early July after the Annual Plan is complete.

4. SUMMER EVENTS CHECK IN

Lead: Wyatt MADDOX

Discussion:

MADDOX noted that movie nights, thesis workshops, public speaking workshops, specialist walking meetings (e.g. a beach walk with our oceans and tides expert MADDOX), and board game cafes are all being considered for summer events. Events committee is looking to utilize the Side Project Café patio as an outdoor space. MADDOX also reported Wednesday Coffees will ramp up from monthly to weekly over the summer. Wednesday coffees can also include board game cafes and language learning/conversational groups.

TURNER reported art supplies order in March have finally arrived!

The Welcome Back BBQ will be incorporated into the Grad House re-launch. TURNER reported her concerns around the joint Orientation-GSS Grad Student Social as there was an incident of transphobic violence at the 2021 Grad Social. TURNER recommends some rebranding to distance ourselves from the previous event, booking the event on GSS property, and increasing the presence of personal safety officers/safe walk program volunteers on site for this type of invites.

OKIBE noted that the Events Committees recommendations give the board an excellent opportunity to reflect and make recommendations over summer.

SAFARI was strongly in support of cultural cooking nights to support our members from cultures around the world. MADDOX suggested posting ingredient lists in advance and hosting the event hybrid online/in-person

MADDOX noted that the Events Committee is looking to increase events for international and distance students. KENT recommended online Speed Friending events or a GSS international night. OKIBE recommended a "Creativity Fest" with short stories, poetry readings, and other art forms shared.

SAFARI recommended a learning event around academic writing standards, plagiarism, etc. TURNER recommended inviting Centre for Academic Communications in this.

STANDING ITEMS PART 2

E. APPROVAL OF MINUTES

Motion: RESOLVED the minutes from the May 24, 2022 Executive Board Meeting are approved as presented.

M/S: BICKLEY/SAFARI

CARRIED

F. BUSINESS ARISING FROM PREVIOUS MEETINGS

TASKS COMPLETED:

May 24, 2022: TASKS: TURNER to circulate the sections of the Annual Plan to the relevant drafting parties on the Executive Board.

G. COMMITTEE APPOINTMENTS

*Motion: RESOLVED to elect the following members to the below committees:
Adjudication Committee for the REACH Award for Excellence in Graduate Student
Supervision and Mentorship
Member elected: Nahid SAFARI
M/S: KENT/BICKLEY
CARRIED*

H. CORRESPONDENCE RECEIVED

Item 1: Ministry of Finance Societies Act Amendments

*Motion: RESOLVED the correspondence is received.
M/S: BICKLEY/KENT
CARRIED*

TASKS: TURNER to respond to Ministry of Finance regarding a meeting about Societies Act amendment and invite BICKLEY.

TURNER to correspond with EQHR/VP-research personnel regarding meeting on funding equity and invite MADDOX, BICKLEY, and SAFARI.

I. AGENDA PLANNING, OR MEETING DEBRIEF

1. GRC JUNE 21, 2022 AGENDA

REF DOC: June 21, 2022 GRC Agenda

2. JUNE 14, 2022 OPERATIONAL RELATIONS MEETING AGENDA ITEMS

Previous items submitted by Exec:

1. Office space availability for graduate students – Greg GAUBE from Student Affairs Committee has prepared a briefing note on this issue.

TASK: SAFARI to circulate GAUBE's briefing note by June 8, 2022 and Board members to approve item by June 9, 2022. TURNER to confirm agenda items for OR on June 10.

2. Student Housing: GSS requesting further information on the reporting protocols for concerns in dorms and the resolution pathway if members' concerns are not addressed by the front line Student Housing team.
 - a. Dormitory renovations planning procedures – SAFARI
Members have reported being uncertain about how renovations in dorms are planned and implemented. We'd like to get a better sense of which rooms/suites get renovated and on what timeline to better provide members with information about why their neighbours dorms have been renovated but theirs have not.
 - b. Dormitory between tenant cleaning – SAFARI
Members would like clarification on cleanings between tenants as concerns about unsanitary conditions being reported.
 - c. Dormitory community space use and décor - SAFARI

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: OKIBE sends her thanks to MADDOX for the Events Committee planning and chairing for the meeting.

Director of Communications: KENT no report. Communications Committee members have mostly graduated this semester.

Director of Finance: BICKLEY will be going into Collective Bargaining this week with Management.

Director of Services: MADDOX provided a detailed report on Events Committee in New Business.

Director of Student Affairs: SAFARI report resolving a student case on supervision, funding, and supporting documents for immigration.

Executive Director: TURNER same report as BICKLEY.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

Motion: BIRT to approve the in-camera minutes from XYZ dates.

UPCOMING MEETINGS AND IMPORTANT DATES

****Task Reminder: Please be sure your meetings and events are up to date on the GRC Connect Calendar****

Next Executive Meetings: June 21, 2022 chaired by OKIBE– Land acknowledgement by SAFARI

July 5, 2022 – chaired by: OKIBE. Land acknowledgement by: MADDOX.

Next GRC Meeting: June 21, 2022

AGM: October 25, 2022

Office, Staff Scheduling Notes:

ADJOURNMENT

Motion: RESOLVED the meeting is adjourned at 3:03pm.

M/S: KENT/SAFARI

CARRIED

X 

Summer Okibe
GSS Chair 2022-23

X 

Kyla Turner
Executive Director

