

University of Victoria Graduate Students' Society

Executive Board

(HYBRID) MEETING MINUTES - DRAFT

OCT 12, 2023

EXECUTIVE INVITED:

Wyatt MADDOX, Chair;
Greg GAUBE, Director of Communications and Vice Chair;
Lindsay BEAL; Director of Student Affairs;
Maggie Lawton; Interim Director of Services;
Kyla TURNER, Executive Director (non-voting)

GUESTS:

REGRETS: Mitch NASCIMENTO, Director of Services; Samuel FIELDER, Director of Finance;

STANDING ITEMS PART 1

A. CALL TO ORDER

Meeting called to order at 9:41 am.

B. TERRITORY ACKNOWLEDGEMENT 9:32

Territorial acknowledgement offered by BEAL.

C. APPROVAL OF AGENDA 9:34

Motion: to approve the agenda with the amendment to remove the ED strategic plan and replace with Grad Student Appreciation Week.

M/S: GAUBE/LAWTON

CARRIED

NEW BUSINESS

1. OPERATIONAL RELATIONS AGENDA PLANNING

Lead: MADDOX

For: Discussion

What are some of the key issues we want to bring to Operational Relations meetings between October and March?

Kyla's suggestions:

-Once the funding is approved for a grad dorm: our grad dorm survey materials to be presented to UVic

-Request assessment of special-use spaces that could be adapted be used for lactation (needs to have a lockable door, comfortable seating, a sink, counter space, and a power outlet) and that lactation-friendly spaces be included on the campus washroom/shower map.

Discussion:

MADDOX suggested the creation of lactation “huts” that are commercially available.

MADDOX requested a report from the Campus Planning committee on plans for campus changes.

MADDOX requesting ongoing updates from Campus Planning.

MADDOX suggested the creation of a single bulletin that includes forthcoming campus section closures, etc. that would be beneficial for UVSS and GSS rather than individual facilities notices or through social media.

MADDOX suggested moving Operational Relations to semesterly or bi-monthly.

TASK: TURNER to format our agenda item lists and forward to Operational Relations

2. EVENTS PHOTOS, PAPERWORK

Lead: GAUBE

For: Discussion

GAUBE provided an overview of how photos, feedback, etc. can be more effectively shared through Teams and promoted by the Communications committee. GAUBE also indicated wanted improved use of the event feedback reports. GAUBE recommends including reports and pictures as a requirement for GRC reps to produce for projects utilizing the Department Grant.

TASK: All board members to post pictures of events that they attend (if pictures are taken) on Teams for use by the Events and Communications Committees.

3. EVENTS BUDGET

Lead: GAUBE/LAWTON

For: Decision

Motion: to re-allocate \$2000.00 from the Advertising Budget to the Events budget.

M/S: FIELDER/GAUBE

CARRIED

4. AGM AGENDA AND MOTIONS APPROVAL

Lead: MADDOX

Reference: AGM Agenda Draft, Draft Audit

For: Decision

Motion: to approve the 2023-10-24 AGM agenda and all motions.

M/S: GAUBE/BEAL

CARRIED

5. GRAD STUDENT APPRECIATION WEEK UPDATES

Lead: GAUBE

For: Discussion

BEAL asked about improving FGS's advertisement for itself in this event as a key purpose for the appreciation week is to increase knowledge about FGS's role on campus. The GSS will include shout outs to FGS in their messaging.

GAUBE provided an overview of events:

Tuesday, October 24 – Big board game night. Need help with set up for both board games and Side Project for the AGM. Board game night volunteers already secured.

Kyla and Lindsay to set up the AGM.

Wednesday, October 25 – Excellence in Graduate Research Symposium – a full day of poster presentations and talks, followed by a panel interview on supervision, and finally a Faculty Tasting Night at the Grad House.

Sam and Maggie to volunteer in the poster presentations. Kyla to offer the welcome address and lead the panel interview. Lindsay to lead Wednesday Coffee.

Thursday, October 26 – Health Day – a guided walk across tour, colouring and cocoa to follow. Volunteers already secured.

Friday, October 27 – FGS-GSS Pub Night. Volunteers already secured for check-in.

Lindsay and Wyatt to assist with taking food tickets.

STANDING ITEMS PART 2

D. APPROVAL OF MINUTES

Motion: to approve the minutes from the September 28, 2023 Executive Board Meeting as presented [OR with minor corrections as provided].

M/S: BEAL/LAWTON

CARRIED

E. BUSINESS ARISING FROM PREVIOUS MEETINGS

Lead: TURNER

Note: To ensure motion log is updated, ensure completed items are reported in the minutes.

Items assigned to board members that Kyla thinks are complete or abandoned will be listed below and highlighted in yellow. If there's an item you were assigned below highlighted in yellow, please confirm if the task was completed, revoked, or abandoned!

Tasks Completed/Decisions fully acted upon:

August 16: Task: [FIELDER] - To circulate the final draft of the Annual Plan Content to the Board, to finalize this step in the Annual Plan progress. Subsequent steps are to draft a physical document in the style wanted

by the Board, in conjunction with Petranella. These subsequent steps are already planned, awaiting the final approval of the content of the Annual Plan, as above.

Aug 30: Task: TURNER to update calendars with new board schedule

Tasks revoked or abandoned:

May 24: Reminder: NASCIMENTO to draft a plan regarding general advocacy, in terms of providing feedback to SWC directly, and reaching out to Island Health about maintaining support for the space. Additionally, support from our on-campus students in medical school, to give positions at SWC, since they are not contributing to on-campus health services in any way.

F. COMMITTEE APPOINTMENTS

No appointments made.

G. CORRESPONDENCE RECEIVED

No correspondence received.

H. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: Meeting Debrief Template

1. Operational Relations

- i. Previous submitted items: lack of cross-walks at key junctures, request updates on progress on Umo accessibility in the bus loop (wifi booster and phone chargers), creating a more lactation friendly campus.

I. LOBBYING REPORTS

Reports due at the first meeting of every month.

J. ANNUAL PLAN CHECK-IN

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: MADDOX

Director of Communications: GAUBE has been working with Neil Barney and the Front of House Coordinators to have more drinking-centric events run by the Grad House to boost sales.

Director of Finance: FIELDER

Director of Services: LAWTON

Director of Student Affairs: BEAL

Executive Director: TURNER provided an update on staffing as one member of staff was seriously injured off the job.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

Scheduling board restructuring planning meetings

UPCOMING MEETINGS AND IMPORTANT DATES

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

Next Executive Meetings: Oct 26, 2023

Next GRC Meeting: Nov 28, 2023

AGM: October 24, 2023

Office, Staff Scheduling:

ADJOURNMENT

Motion: to adjourn the meeting 11:13am.

M/S: LAWTON/GAUBE

CARRIED

X 

Wyatt MADDUX
GSS Chair 2023-24

X 

Kyla Turner
GSS Executive Director

