

University of Victoria Graduate Students' Society

Executive Board

(HYBRID) MEETING MINUTES

JULY 30, 2024

Zoom Link: <https://uvic.zoom.us/j/2244264481>

EXECUTIVE INVITED:

Wyatt MADDUX, Chair;

Samuel FIELDER, Director of Finance;

Jitendra PALAPARTY, Director of External Relations;

Rosemary WEBB, Director of Internal/University Relations

REGRETS: Kyla TURNER, Executive Director (non-voting); Maggie LAWTON, Director of Student Life;

STANDING ITEMS PART 1

CALL TO ORDER 9:01

TERRITORY ACKNOWLEDGEMENT 9:01

APPROVAL OF AGENDA 9:04

Motion: to approve the agenda as presented.

M/S:

FIELDER/WEBB

NEW BUSINESS

EGRS APPLICATION FORM 9:05

Lead: WEBB

For: Discussion

Reference: [2024 EGRS Application Draft.docx](#)

WEBB: Rolling system of application systems. The first application period (the early bird admission) will be accepted as-is, along with their posters. The second application period will be accepted on a capacity basis. The current budget is confirmed, and planning will continue for a confirmed event.

WEBB would like answers for how to navigate application review for the second round of applications. Suggests that a general "variety of subjects" with "differing levels of education" are followed.

FIELDER comments that due to the nature of the symposium being very "general admission" style, that the abstracts that make sense to reviewers, especially in the cases where the subject matter is not in the realm of the study of the reviewer, are naturally going to be the ones that excel for this type of presentation. FIELDER adds that he can be another reviewer to back up the scientific submissions.

CFUV AD 9:10

Lead: WEBB

For: Discussion

Task: WEBB with emailing information out to Boad Members.

Task: FIELDER will record the ad with CFUV. Will also start to develop a 30s ad script to highlight three main things: The Grad House, Events, GRC governance.

AUGUST 21 OPERATIONAL RELATIONS AGENDA ITEMS! 9:15

Lead: MADDOX

For: Discussion

Kyla needs these as soon as she's back in the office to communicate to Jim Dunsdon's office. Jimmy D has a new assistant who is going to be handling the agenda for the first time, so let's give them as much lead time as possible!

Request for info on the following:

- External security fund/timelines
 - Impact of money spent, projections
- Oak Bay trail closure
 - Signage in only one direction, timeline, purpose
- Signage for walking detours
 - Promote live GIS campus map with walking/driving detours, statuses
- McKinnon Pool closure maybe
 - Request transparency on the ATRS fees use
 - Info seeking
 - Extending timeline for closure
 - Free access to other pools

DEPARTMENT ORIENTATION CHECK IN 9:20

Lead: MADDOX

For: Discussion

Note from Kyla: Please actually do a full check in on how department orientation sign ups are going here! Talk about the days you are unavailable in September so the rest of the team knows where they need to pick up more. Talk about any specific departments you want to call dibs on (like maybe your own?)

FUND REQUEST FORM PROCEDURES 9:25

Lead: Fielder

For: Information Sharing

Notes: Team, keep up the great work on the submissions of the Fund Request Forms, we currently have a 100% track record on both the requestee side, and the acceptance side. After some discussions with management, the procedure for submitting a Fund Request form will be to directly email the Director of Finance with all the information needed for the request, then the Director of Finance will deal with the back-end work of having the decisions be made, along with re-imburement, if necessary. Please do not CC management as a first step, unless necessary.

STANDING ITEMS PART 2

APPROVAL OF MINUTES (APPENDIX A) 9:30

Motion: to approve the minutes from the July 16, 2024 Executive Board Meeting as presented [OR with minor corrections as provided].

M/S:

MADDOX/PALAPARTY

BUSINESS ARISING FROM PREVIOUS MEETINGS (APPENDIX B) 9:35

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:

Tasks revoked or abandoned:

COMMITTEE APPOINTMENTS (APPENDIX C) 9:40

Motion: to elect the following members to the following committees:

Committee:

Member:

M/S:

MADDOX/PALAPARTY

CORRESPONDENCE RECEIVED (APPENDIX D) 9:45

Item 1: ABCS – Invitation for collaboration

Item 2: McKinnon Pool – Letter

Item 3: Tri-Council & UVic Funding

Item 4: Response to drug checking letter

Motion: to receive the correspondence.

M/S:

MADDOX/PALAPARTY

AGENDA PLANNING, OR MEETING DEBRIEF 9:55

Reference: Meeting Debrief Template

Meeting debrief

Meeting agenda planning

LOBBYING REPORTS 10:00

Reports due at the first meeting of every month.

MADDOX reports an informal meeting with President Hall, about funding for GSSBC (from their funding pool from all research)

ANNUAL PLAN CHECK-IN 10:05

TASK: FIELDER to remind board to get comments in for the document circulated.

CLOSING ITEMS 10:10

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: MADDOX

Taking time off for some hiking during the month of August. No other major updates.

Director of Finance: FIELDER

Appeals meeting, and setup meetings with Irfan for Policy Review and GRC training. No other major updates. Will be in town for all of August.

Director of Internal/University Relations: WEBB

Director of External Relations: PALAPARTY

Discussions with SWC (Dawn) about letters to get Gender Affirming Care coverage for gender transitions. Would like to develop a FAQ or information system to guide individuals in getting the new coverage that we have access to in the GSS Plan. Something to give individuals a place to start with getting everything moving along their journey. Perhaps something on the website to guide students, under the GSS Plan page.

Director of Student Life: LAWTON

Executive Director: TURNER

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

UPCOMING MEETINGS AND IMPORTANT DATES

****Task Reminder: Please be sure your meetings and events are up to date on OUTLOOK CALENDAR****

Next Executive Meetings: August 13th, 2024

Next GRC Meeting: September 24th, 2024

AGM: October 22, 2024

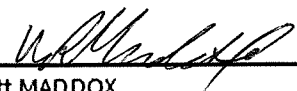
Office, Staff Scheduling: Kyla out on vacation July 10-Aug 6

ADJOURNMENT

Motion: to adjourn the meeting.

M/S:

FIELDER/MADDOX

X 

Wyatt MADDOX
GSS Chair 2024-25

X 

Sam Fielder
GSS Director of Finance 2024-25

