

UNIVERSITY OF VICTORIA GRADUATE STUDENTS' SOCIETY

Semi-Annual General Meeting

MEETING MINUTES

March 30th, 2020

ONLINE via Blackboard Collaborate Videoconference

University of Victoria

PRESENT:

Chair: Mehdi HASHEMI

Director of Finance: Carla OSBORNE

Director of Student Affairs: Saeed REZVANI

Director of Services: Sima SHANJANI

Director of Communication: Elaine LABERGE

Economics: Brooklynn Trimble (GRC and GSS
Electoral Officer)

Public Administration: David Foster (GRC)

Mathematics & Statistics: Joseph Horan (GRC,
Stipend Review Committee, Chair)

Division of Medical Sciences: Eslam Mehina

Law: Eva Linde (GRC)

Neuroscience: Chad Williams (GRC)

Social Dimensions of Health: Daniel Gudiño (GRC)

Psychology: Thomas Ferguson (GRC)

Economics: Drake Rushford

Economics: Jacob Hunt

EPLS: Antoine Rose

French: Angélique Rose

Educ. Curriculum & Instruction: Jeffrey Bruton (GRC)

Social Dimensions of Health: Anabelle Bernard
Fournier (GRC)

Germanic & Slavic Studies: Braden Russell (GRC)

Educational Psychology & Leadership Studies:
Mónica Carbajal Uribe (GRC)

Social Dimensions of Health: Matilde Cervantes
Navarrete

Math & Statistics: Mitchell Haslehurst (GRC – CUPE)

Physics & Astronomy: Caleb Miller

Biology: Kiera Cox

Biochemistry & Microbiology: RL Nixon

Mathematics & Statistics: Lauren Matheson

Economics: Kate Fairley

Non-voting attendees:

Executive Director: Stacy CHAPPEL

Office Coordinator, Governance: Karen L. Potts
(Recorder)

Office Coordinator, Communication and Outreach:
Neil Barney

CALL TO ORDER

The meeting was called to order at 5:02 pm with REZVANI in the Chair.

REZVANI provided meeting regrets from Mehdi HASHEMI (GSS Chair) and thanked everyone for attending the GSS SAGM via videoconference as the Halpern Centre has been closed due to the public health emergency.

REZVANI provided an overview of the Blackboard Collaborate interface and guidelines for participation.

LAND ACKNOWLEDGEMENT

REZVANI provided a personal land acknowledgement.

APPROVAL OF THE AGENDA

MOTION: RESOLVED to approve the agenda.
M/S EXECUTIVE BOARD /Angélique ROSE

FOSTER asked about the GRC recommended Bylaw change that was to be on the agenda. CHAPPEL explained that in the days leading up to the SAGM, with the sudden closures of the Grad Centre, it was uncertain how well a SAGM could be facilitated online, and it was uncertain that the meeting would have enough attendees for quorum. Since the recommended bylaw change is not critical to the functioning of the GSS it was decided by the Executive Board to postpone this agenda item until the next general meeting.

CARRIED

APPROVAL OF THE MINUTES

MOTION: RESOLVED to approve the minutes of the March 26th, 2019 SAGM as presented.
M/S EXECUTIVE BOARD / BRUTON
CARRIED

MEETING BUSINESS

BOARD OF DIRECTORS – RATIFICATION OF ACCLAIMED CANDIDATES

Brooklyn TRIMBLE, GSS Electoral Officer presided over the ratification votes of acclaimed candidates for the 2020-21 Executive Board.

MOTION: RESOLVED that Drake Rushford is elected as GSS Chair for 2020-2021.
M/S: TRIMBLE/FAIRLEY
CARRIED
Abstention: RUSHFORD

MOTION: RESOLVED that Matilde Cervantes Navarrete is elected as Director of Communications for 2020-2021.
M/S: TRIMBLE/RUSHFORD
CARRIED

MOTION: RESOLVED that Jacob Hunt is elected as Director of Finance for 2020-2021.
M/S: TRIMBLE/Angélique ROSE
CARRIED
Abstention: HUNT

MOTION: RESOLVED that Angélique Rose is elected as Director of Services for 2020-2021.
M/S: TRIMBLE/RUSHFORD
CARRIED
Abstention: Angélique ROSE

DIRECTOR OF STUDENT AFFAIRS – ELECTION

Brooklyn TRIMBLE, GSS Electoral Officer presided over the election for the 2020-21 Executive Board Director of Student Affairs as per GSS Bylaw 4.11.

TRIMBLE informed the members that she had received a submission of candidacy from Antoine ROSE.

There were no other nominations from the floor.

Antoine ROSE, Educational Psychology and Leadership, gave a brief presentation on his candidacy.

MOTION: RESOLVED that Antoine Rose is elected as Director of Student Affairs for 2020-2021.

M/S: TRIMBLE/RUSHFORD

CARRIED

TRIMBLE declared that the GSS 2020-21 Executive Board elections have now been completed, and congratulations the incoming Executive.

INTERIM BUDGET PRESENTATION (SEE APPENDIX A)

Carla OSBORNE, Director of Finance made a presentation recommending an interim budget to start the 2020-21 fiscal year be approved, due to the many unknown factors during this public health emergency. OSBORNE explained that even prior to the COVID crisis, it was determined that the budget presented would be very conservative, responding to recent financial challenges for GSS. OSBORNE noted that the proposed interim budget had been posted on the website for two weeks and members were asked to send any substantial questions in advance to allow them to be adequately addressed in this online meeting format. No questions or concerns from members were received.

MOTION: RESOLVED that the 2020-2021 interim budget is approved as presented, with a revised budget to be presented at the next general membership meeting.

M/S: Executive Board/HUNT

Discussion:

A member asked about the typical restaurant revenue in April/May that would be lost due to the required closure. OSBORNE explained that April and beginning of May can be good for restaurant revenue with end of term and graduations.

It was also asked to clarify the assumptions behind the interim budget. OSBORNE outlined:

- Continuation of a decrease in membership due to 2 % decreases in graduate student enrollment.
- Lower restaurant revenues were assumed with increasing supply costs, 2 % inflation, and the early impact of COVID on restaurant use (even prior to the public health closures).

A question was asked about the future of the Side Project Café. OSBORNE explained that prior to the closures, the Executive Board had decided to discontinue the café as an enterprise separate from the Grad House Restaurant. It was decided that changes would be made to make the café space more accessible for general use by the membership and to concentrate the food and beverage service out of the restaurant. However, OSBORNE noted that it will be the purview of the incoming Executive Board whether to continue with this direction.

A member asked about the fiscal year end adjustment in the health and dental plan fund. CHAPPEL explained that an accounting procedure is used to adjust for the insurance plan year starting in September, while the GSS fiscal year begins in April.

CARRIED

REZVANI noted for the record that the meeting still held quorum with 25 members present.

REPORTS OF THE 2019-20 GSS EXECUTIVE BOARD

MOTION: RESOLVED that the GSS membership has received the Reports of the 2019-2020 Executive Board, Reports from the committees of the society, and the semi-annual extended health and dental insurance plan update

M/S CERVANTES/BRUTON

CARRIED

HORAN, as Chair of the Stipend Review Committee, encouraged all members to read the Executive Board reports and familiarize themselves with the work being done on behalf of GSS. All Executive Board reports are available on the GSS website under the link for the SAGM.

STIPEND REVIEW COMMITTEE MOTIONS

MOTION: RESOLVED that the stipends for the GSS Executive Board in 2020-2021 are set to be as follows:

Chair: \$ 823.14/month (34 hours/month)

Director of Finance: \$ 823.14/month (34 hours/month)

Director of Student Affairs: \$ 823.14/month (34 hours/month)

Director of Communications: \$ 726.30/month (30 hours/month)

Director of Services: \$ 726.30/month (30 hours/month)

M/S HORAN, Stipend Review Committee Chair/TRIMBLE

HORAN explained that stipends need to be confirmed at a general meeting. Stipends have not changed since 2016. The amounts presented for approval remain at 2016 levels.

CARRIED

Abstention: RUSHFORD

MOTION: RESOLVED that the Electoral Officer shall receive a stipend of \$100 per election period and \$100 per referendum period upon the completion of duties and submission of a report on activities during the respective period.

FURTHER RESOLVED that this stipend allocation applies to the March 2020 elections and referenda periods.

M/S HORAN, Stipend Review Committee Chair/HUNT

HORAN explained that this motion is to clarify that the honoraria paid to the Electoral Officer is intended to be for each electoral event, not per semester for multiple electoral events.

FOSTER noted that the bylaw should be clarified to avoid needing to reconfirm this motion annually.

CARRIED

Abstention: TRIMBLE

OTHER BUSINESS

CHAPPEL noted that members have started to express concerns about the implications of the pandemic on graduate studies.

CHAPPEL expressed appreciation for everyone who contributed by representing graduate students at various uvic committees this year. It was an exceptionally demanding year.

Appreciation was also expressed specifically for Joseph Horan, who has been a significant volunteer for GSS for many years as he is graduating this semester.

ADJOURNMENT

MOTION: RESOLVED to adjourn the meeting.

M/S EXECUTIVE BOARD /HORAN

CARRIED

The meeting was adjourned at 6:02 pm.

klp/

X 

Drake Rushford
Chair

X 

Stacy Chappel
Excutive Director

APPENDIX 1 – INTERIM BUDGET

	Operating Fund	Food & Beverage	Health & Dental	Capital Fund	Building Fund	Total Budget
REVENUE						
Membership fees	379,806			78,002		457,808
Student Advocate fee	7,685					7,685
Room rentals	1,106					1,106
Handbook revenues	3,800					3,800
Health and dental plan premiums	511		1,504,011			1,504,522
Adjustment to next fiscal year – health plan			(439,558)			(439,558)
Other	225	2,200				2,425
Interest	245	25				270
REVENUE	393,378	2,225	1,064,453	78,002	0	1,538,058
Restaurant revenue			400,000			400,000
Cost of goods sold			136,000			136,000
GROSS PROFIT			264,000			264,000
EXPENSES						
Advertising and memberships	4,639	5,500				10,139
Amortization						
Department Grants	15,000					15,000
Equipment & software	500	3,000				3,500
Handbook expenses	3,215					3,215
Health & dental premiums			1,003,521			1,003,521
Insurance	11,000					11,000
Meetings & music	30,000					30,000
Office & administration	8,700	30,000				38,700
Professional fees	48,027	12,000				60,027
Student Advocate Fund	4,000					4,000
Utilities, repairs & maintenance	49,700	8,000				57,700
Interfund administration	(12,158)		12,158			0
Wages & benefits	218,457	248,000	30,896			497,352
Other expenses	680	3,000				3,680
Contingency	0					0
TOTAL EXPENSES	381,760	309,500	1,046,575	0	0	1,737,835
EXCESS (DEFICIENCY) Of REVENUE OVER EXPENSE	11,618	(43,275)	17,878	78,002	0	64,223