

University of Victoria Graduate Students' Society

Executive Board

(ONLINE VIA BLACKBOARD) MEETING MINUTES

MAY 15, 2020, 3 PM

Executive in Attendance: Drake RUSHFORD, Chair; Matty CERVANTES, Director of Communications; Jacob HUNT, Director of Finance; Angélique ROSE, Director of Services; Antoine ROSE, Director of Student Affairs; Stacy CHAPPEL, Executive Director (non-voting).

Guest: Jeanie Lanine. Cedar Law (part).

REGRETS: Angelique Rose, Director of Services

STANDING ITEMS

A. CALL TO ORDER

RUSHFORD made the land acknowledgement and called the meeting to order at 3:05 pm.

B. APPROVAL OF THE AGENDA

Motion: RESOLVED that the agenda is approved as with the addition of a motion to transfer funds from the capital to building fund.

M/S HUNT/CERVANTES

CARRIED

C. APPROVAL OF MINUTES

Motion: RESOLVED TO APPROVE the minutes from the [May 1st, 2020 Executive Board meeting](#) are approved as presented.

M/S CERVANTES/ROSE ANTOINE

CARRIED

D. BUSINESS ARISING FROM PREVIOUS MEETINGS

MOTIONS/TASKS noted as completed, or revoked:

TASK: CHAPPEL to send working group session invitations based on calendar availability and the first session was held for each working group. COMPLETED

TASK: CHAPPEL or POTTS to notify the committee of CERVANTES election. COMPLETED

Notice of health and dental plan referendum was issued.

E. COMMITTEE APPOINTMENTS

Motion: RESOLVED to elect members to the Senate Standing Committees as follows:

Senate Committee on Learning and Teaching (1 position): Antoine Rose

Senate Committee on Libraries: Drake Rushford

Further RESOLVED to refer other Senate Committee Appointments to the Grad Council meeting

M/S HUNT/Antoine ROSE

CARRIED

F. CORRESPONDENCE RECEIVED

Motion: RESOLVED that the correspondence presented has been received by the Executive Board and is referred to the Student Affairs and the Student Affairs Committee
M/S CERVANTES/HUNT
CARRIED

TASK: Antoine ROSE and the Student Affairs Committee will follow up with Mark Zion and prepare a recommendation for the Executive Board.

G. AGENDA PLANNING, OR MEETING DEBRIEF (GRC, OPERATIONAL RELATIONS ETC.)

GSS/STUA meet and Greet agenda/plan

RUSHFORD reported that AVP Student Affairs has asked whether the Executive is comfortable holding this meeting in person. There was discussion of the options, and members had varied comfort levels with the proposal.

TASK: RUSHFORD will notify the Student Affairs Office that the GSS will prefer meeting online.

Annual Plan Development

- Pre-research (talk to stake holders, review past work)
- Agenda planning
- Planning session
- Draft a written plan

TASK: RUSHFORD, CHAPPEL and HUNT can develop a planning agenda

GRC Agenda

Motion: RESOLVED that the GRC agenda for May 2020 will include the following business items:

- Bylaw review for Executive Roles – referral to Bylaw and Policy Committee
- Bylaw review for online voting – referral to Bylaw and Policy Committee (Appendix F)
- Approval of Interim Governance Manual
- Finance Update
- Health and Dental Referendum FAQ

M/S CERVANTES/ANTOINE ROSE
CARRIED

MEETING BUSINESS

1. ORIENTATION PLANNING

TASK: Antoine ROSE will attend the Health Information Science online orientation: June 8, 2020

TASK: HUNT will draft speaking notes for department presentations.

TASK: RUSHFORD, CERVANTES, Angélique ROSE will draft fall orientation presentation materials.

TASK: CHAPPEL will circulate last year's orientation materials to the Executive.

2. HEALTH AND DENTAL PLAN REFERENDUM

Reference Document: Appendix E of the agenda.

Registering a campaign side

Motion:

WHEREAS the GSS Extended Health and Dental Plan relies on automatic membership to maintain lower premiums for the members, and to ensure adequate budget to administer the plan,

RESOLVED the Executive Board will form a campaign side to support the YES side in the Distance student fee referendum.

M/S: HUNT/ANTOINE ROSE

CARRIED

TASK: CERVANTES and CHAPPEL will work on draft materials for the referendum campaign.

Part time student coverage

Motion:

WHEREAS plan membership is currently restricted to students registered in 3.0 units or on co-op, and

WHEREAS UVIC is recognizing students registered in 1.5 units as eligible for UVIC scholarships reserved for full time students due to access of classes during COVID19;

WHEREAS Pacific Blue Cross is amenable to including part time students as insured members of the GSS Extended Health and Dental Plan, therefore

RESOLVED the graduate students in 1.5 units will be eligible to opt in to the Extended Health and Dental Plans in the 2020-2021 year.

M/S: Antoine ROSE/HUNT

CARRIED

Dental options in the event of a “no” vote

Reference Document: Appendix E and [Dental Plan Amendment Options and Costings](#)

Motion:

WHEREAS plan members must have full information in order to vote; and

WHEREAS the brokers have provided one option for reduced coverage that will maintain the current dental plan pricing and additional options that can be combined to maintain current pricing; therefore

RESOLVED that the dental plan coverage will be reduced from 70% to 60% co-insurance if the referendum results in a “no” vote.

M/S HUNT/CERVANTES

CARRIED

Vaccine coverage

Reported for information: If the Extended Health referendum vote is “YES” vaccination coverage will be at 70% for travel and influenza vaccines. See Appendix E for details.

3. IN CAMERA SESSION

Jeanie Lanine joined the meeting at 3:55 pm

The meeting went in camera at 3:55 pm

The meeting came out of camera at 4:30 pm

4. SPECIAL GENERAL MEETING

HUNT referred to the reference documents appended to the agenda: Draft Revised Budget, March Financial Statements, Cash Flow analysis.

Budget

Motion:

RESOLVED that the draft amended budget is approved for presentation to the members at the Special General Meeting

M/S: HUNT/CERVANTES

CARRIED

Special General Meeting Agenda

Motion:

RESOLVED that the June 2, 2020 Special General Meeting agenda business is as follows:

- *Budget Amendment*
 - o *RESOLVED that the amended budget is approved as presented*
- *Borrowing (Federal Government Program)*
 - o *RESOLVED that the members authorize the GSS to borrow \$40,000 under the federal government Canada Emergency Business Account program*
- *Building Fund Emergency Purpose*
 - o *RESOLVED that \$28,000 are allocated from the Building Fund to the Operating Fund*
- *Health & Dental Plan referendum Q&A*

M/S: HUNT/CERVANTES

CARRIED

Capital Fund

Motion: RESOLVED to move \$27,000 from the Capital Fund to the Building Fund

M/S HUNT/CERVANTES

CARRIED

5. BUILDING FLOOD

CHAPPEL reported she had visited the space affected by the flood, and been in correspondence with the insurance adjuster and UVIC. No cost to the GSS is expected. Our file with the adjuster has been closed.

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Appreciation for all the hard work this week

Chair: RUSHFORD reported Dr. Evans will be the Acting Dean and Dr. Jennifer White will be Acting Associate Dean when David Capson steps down as Dean in June. He had received a message from other BC Graduate Students Societies.

Communications: CERVANTES received a request for participation in a meeting with International student Services. She expressed interest in attending the meeting with other BC GSS groups.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

None.

UPCOMING MEETINGS AND IMPORTANT DATES

Next Executive Meetings: May 25, 2020, 3 PM

Volunteer Victoria is offering two financial training workshops:

- [Financial best practices](#) (May 28, 3-5)
- [Financial reporting – understanding financial statements and reports](#) (June 2, 5-7 pm)

ADJOURNMENT

Motion: RESOLVED to adjourn the meeting.
M/S HUNT/Antoine ROSE
CARRIED

sc/klp

X 

Drake Rushford
Chair

X 
Stacy Chappel
Executive Director