

# Executive Board

July 15, 2020, 2:30 PM

**Present:** Drake Rushford, Chair; Jacob Hunt, Director of Finance; Mathilde Cervantes, Director of Communications; Antoine Rose, Director of Student Affairs; Stacy Chappel, Executive Director.

**Absent:** Angélique Rose, Director of Services.

## Agenda

The agenda was approved by consent with the following items:

- Executive Director resignation and hiring committee
- Option to add online credit card payments
- meeting schedule for UVIC-GSS senior admin

## Executive Updates

Rushford reported that he had met with Jim Dunsdon and UVIC was open to the GSS continuing to separate the ATRS and UPASS fees in opt ins for Fall 2020.

## Hiring Committee

The Executive Board accepted Stacy Chappel's resignation from the role of Executive Director with thanks.

## Hiring Committee

There was a discussion of the role of the hiring committee and the hiring process. There was a discussion of time commitment and the needs of the committee.

***Motion:** RESOLVED the following board members are appointed to the hiring committee:*

*Jacob Hunt*

*Drake Rushford*

*Antoine Rose*

*Stacy Chappel (until August 15)*

*Union representative as elected by UWU*

*APPROVED BY CONSENT*

There was a discussion of experience with hiring and the need for diversity in the hiring committee.

***Motion:** RESOLVED to empower the committee to engage an advisor to the committee on diversity with an honorarium of \$500*

*APPROVED BY CONSENT*

### Interim vs permanent

There was a discussion about whether to post for an interim or permanent Executive Director.

It was agreed to post for a six month contract with possibility that the successful candidate would be invited to apply for a permanent position. [klp: was there a motion?]

### Interac

Chappel reported the GSS was moving to "autodeposit" of interac e-transfer payments received by email for security of the transactions.

She noted that where students send an incorrect amount there could be issues, but these can be resolved by staff.

### Online payment processing

CHAPPEL presented a quote from Moneris for establishing a secure online payment portal. Moneris supplies the secure payment website, and the GSS website redirects students to the site. Payment is issued directly to the GSS accounts for a processing fee.

The Executive Board authorized the Director of Finance and Executive Director to proceed with the contract subject to final review of the administrative processes. A motion for final approval will be brought to a future meeting.

### Adjournment

The meeting adjourned at 3:52 pm

Sc/

X 

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Drake Rushford  
Chair

X 

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Stacy Chappel  
Excutive Director