*University of Victoria Graduate Students’ Society*

Executive Board

## (Online via Blackboard) MEETING minutes

## FebRUARY 3, 2021

**EXECUTIVE PRESENT:** Drake RUSHFORD**,** Chair; Nicole KENT, Director of Communications (part); Jacob HUNT, Director of Finance; Daniel GUDIÑO, Director of Services; Antoine ROSE, Director of Student Affairs; Kyla TURNER, Executive Director (non-voting).

# Standing Items

## Call to Order

The meeting was called to order at 3:01pm with RUSHFORD in the chair. Land acknowledgement offered by TURNER.

## Approval of the Agenda

Motion: RESOLVED that the agenda is approved with the additions of the ED January Report and United way trivia event in Correspondence Received section and a Committee appointment.

M/S ROSE/HUNT

CARRIED

## Approval of minutes

*Motion: RESOLVED that the minutes from the* [*January 20, 2021 Executive Board meeting*](https://connect.uvic.ca/sites/vpac/studentaffairs/GSS/GradCouncil/_layouts/15/WopiFrame.aspx?sourcedoc=/sites/vpac/studentaffairs/GSS/GradCouncil/Document/2016-2017%20Grad%20Council%20Documents/2016-17%20Grad%20Council%20Minutes/2017-07-25%20GRC%20Minutes%20DRAFT.docx&action=default) *are approved as presented.*

*M/S ROSE/KENT*

*CARRIED*

## Business arising from previous meetings

**MOTIONS/TASKS noted as completed, or revoked:**

* **RUSHFORD to schedule the first meetings for both subcommittees.**
* **RUSHFORD to continue working with GSSBC on scheduling this Summit.**
1. Committee appointments

Motion: RESOLVED to elect Elysia Desgrosseilliers as the graduate student representative to the 2020-21 SupportConnect Advisory Group.

M/S: GUDIÑO/ROSE

CARRIED

Discussion: RUSHFORD reminded all Executive members to attend all committee and subcommittees to which they are assigned.

1. Correspondence receiveD

Summary details of correspondence received: ICAT and EQHR training is available to Executive and GRC members. Annual ICAT training can be offered every October. EQHR training can be booked annually in Spring.

United Way is hosting a fundraising trivia lunch hour looking for teams to join.

Motion: RESOLVED the correspondence presented has been received by the Executive Board.

M/S: HUNT/GUDIÑO

CARRIED

Re: EQHR training

**TASK: TURNER to request EQHR board training Feb 26th.**

RE: United Way Trivia

**TASK: TURNER to request staff participation in United Way Trivia Event and communicate team status to HUNT, GUDIÑO after February 4th. (RUSHFORD, KENT, ROSE unavailable)**

RE: ED Monthly Report Structure

**TASK: TURNER to provide alternative reporting options for ED monthly report.**

1. Agenda planning, or meeting debrief (GRC, operational relations etc.)
	1. January 26th GRC Meeting Debrief

Recruitment Committee

* 1. Feb 10 GSS/UVic Executive Meeting

Return-to-campus and accessibility presentation planning

* 1. February 23 GRC Agenda

Last GRC meeting of Board’s term.

* 1. March 23 SAGM Agenda

Potential guest speaker? E.g. new Dean.

[2019/20 Executive Board SAGM Committee Reports](https://connect.uvic.ca/sites/vpac/studentaffairs/GSS/Exec/Document/Forms/AllItems.aspx?RootFolder=%2fsites%2fvpac%2fstudentaffairs%2fGSS%2fExec%2fDocument%2fGeneral%20Membership%20Meetings%20%28AGM%2c%20SAGM%29%2f2019%2d2020%20SAGM%20Reports&FolderCTID=0x01200055BE0C629E765141929C1422B3B2133D)

[2019/20 Executive Board Report](https://connect.uvic.ca/sites/vpac/studentaffairs/GSS/Exec/_layouts/15/WopiFrame.aspx?sourcedoc=/sites/vpac/studentaffairs/GSS/Exec/Document/General%20Membership%20Meetings%20(AGM,%20SAGM)/2019-2020%20SAGM%20Reports/GSS%20Executive%20Board%20Report%202019-2020%20FINAL.pdf&action=default)

**TASK: EVERYONE to provide RUSHFORD with details of the Executive Board projects that they have completed or worked on by March 4th**

**TASK: EVERYONE have their committee reports completed by March 11th**

* 1. **March 24 GSS/UVic Executive Meeting**

**Last opportunity for us to present to the UVic Executive.**

* **RA Legal Status**
	+ Formally request UVIC amend policy HR6305 to recognize grant funded Research Assistants at UVIC as university employees.
* **Anti-Racism Campaign**
	+ Submit a formal proposal to the President requesting annual reporting on EQHR complaints, resolutions and recommendations.
	+ Campaign for a UVIC funded Award for Excellence in Black and Indigenous Graduate Scholarship.
	+ Campaign for a UVIC multi-disciplinary grant to support departments wishing to amplify the work of Black and Indigenous scholars through speaking events and publications.

**Discussion:**

RE: Jan 26th GRC

RUSHFORD: Does KENT need support in Recruitment Committee? KENT: concerned about timelines. RUSHFORD: recommended a meeting next week and to discuss support needs with TURNER.

RE: Feb 10 GSS/UVic Executive Meeting

RUSHFORD: Only item on agenda is the return to campus. RUSHFORD met with DUNSDON regarding this today. DUNSDON recommended brining this issue to Operations Relations as well to bring it to the attention of the Emergency Planning Manager.

GUDIÑO requested access to the GRC meeting minutes for this preparation.

**TASK: RUSHFORD to forward recording of GRC meeting to Executive board for preparation for the Feb 10 GSS/UVic Exec Meeting.**

**TASK: All Executive to have documents regarding above items submitted to RUSHFORD by March 8 at latest.**

RE: Mar 23rd SAGM:

RUSHFORD reminded board of deadlines for submit their reports.

**TASK: TURNER to edit the annual report templates for Board to include a calendar and “where to start” sections.**

1. Lobbying Reports

Reported meetings: RUSHFORD and KENT met with university officials on January 20 regarding Climate Emergency.

**Task: RUSHFORD to send screenshot of meeting attendance for Lobbyist report to TURNER.**

1. Annual plan check-in

RA Legal Status Update Discussion:

ROSE looking at pathways forward to achieving this goal, including discussing unionization of UVic RAs. The President of CUPE 4163 has been invited to the next meeting of this subcommittee.

RUSHFORD: The original objective of the subcommittee was to create a proposal to change the RA legal status, while not opposed to unionization, will the proposal be prepared as requested?

ROSE: Yes.

TURNER: Asked for board approval regarding the shift in strategy to move towards unionization as this was not the original intent of the subcommittee.

HUNT: We did not discuss the unionization of RAs and there is not time to change our position. Not supportive of a change in strategy.

GUDIÑO: Agree with HUNT. We need to plan strategically how to address this issue and create an effective proposal to the University.

RUSHFORD: Is the CUPE president coming to the meeting to discuss the proposal or unionization?

ROSE: We are meeting with the CUPE President to discuss how to draft this proposal as he has experience with changing RA legal status at SFU.

**TASK: TURNER requested ROSE clarify with the CUPE President, before the next subcommittee meeting, that unionization is not on the table.**

HUNT: Was the strategy not set before the subcommittee? GUDIÑO: Asked for the strategy to be restated.

RUSHFORD: At SFU they were able to change the policy by unionizing. Our proposal to UVic is not that we are going to unionize, but instead we were going to present the precedent in this province for this change in status/recognition in BC.

TURNER: We also need a firm understanding of what the University and faculty would have to give up and what they would gain with this change. This proposal is an opening bid in the negotiation and we need to consider their side of things.

# Meeting Business

## Business continuity and recovery working groups

Previous working group composition from April 10, 2020 minutes:

RUSHFORD: Operational Risk Management, Member needs & Communications

HUNT: Financial planning, Operational Risk Management

ANGÉLIQUE ROSE: Members needs & Communications

ANTOINE ROSE: Members needs & Communications, Operational Risk Management, Financial Planning

CERVANTES: Members needs & Communications

CHAPPEL: Members needs & Communications, Operational Risk Management, Financial Planning

**TASK: All Executive to include business continuity and recover recommendations to their successor in their reports and training documents as part of their succession.**

**[KENT left meeting at 4:05pm.]**

## recording grc rep participation in committees

REF DOC: [Exec Duties - Chairing GRC Standing Committees](https://connect.uvic.ca/sites/vpac/studentaffairs/GSS/Exec/Document/Forms/AllItems.aspx?RootFolder=%2Fsites%2Fvpac%2Fstudentaffairs%2FGSS%2FExec%2FDocument%2FExec%20Duties%20%2D%20Chairing%20GRC%20Standing%20Committees&FolderCTID=0x01200055BE0C629E765141929C1422B3B2133D&View=%7BA1C5FA74%2D541D%2D4152%2D8F96%2D37D71462D7F8%7D)

**TASK: ALL Executive requested to fill out the Attendance Tracker excel sheet in the Chairing GRC Standing Committees folder on the Executive Connect by the end of today.**

**TASK: All Chairs must contact any member who has missed 2 or more meetings to discuss barriers to their participation.**

## UVIC President Townhall planning

Discussion:

GUDIÑO: President Hall’s office is looking to engage stakeholders including students. We are aiming to have a 1 hour consultation meeting with graduate students, though UVSS has already requested more time for undergraduates and we will do the same. We’d like to hold preliminary consultation events in advance to gather as many member voices as possible and as broad a discussion as possible. COVID will be one item of concern but not the sole item to be addressed.

RUSHFORD: We are looking at early March for the event itself. Grad Councillors could be engaged with the consultation process.

**TASK: RUSHFORD and GUDIÑO to continue to follow up with Hall’s office regarding a townhall meeting in Spring 2021.**

## GSSBC MoU & Summit

REF DOC: [MoU](https://connect.uvic.ca/sites/vpac/studentaffairs/GSS/Exec/_layouts/15/WopiFrame.aspx?sourcedoc=/sites/vpac/studentaffairs/GSS/Exec/Document/2020-21%20Executive%20Board%20Meeting%20Documents/2021-02%20Exec%20Board%20Meeting%20Documents/GSSBC%20MOU%20Draft%201%20-%20executive%20review%20at%20each%20society.docx&action=default)

GSSBC Summit date: February 15th.

Motion: RESOLVED that the Executive Board approve in principle the GSSBC Memorandum of Understanding as presented and recommends the MOU to Grad Council for approval and ratification.

M/S: HUNT/GUDIÑO

CARRIED

Discussion: No objection to February 15th date, with recognition that the staff will not be in attendance.

## in camera session: financial

**Board moved to in-camera at 4:33pm, and rose from in-camera 4:37 for a discussion on finances.**

**TASK: TURNER to call bookkeeper to schedule a meeting with RUSHFORD and HUNT.**

# Closing Items

## Executive informal discussion/updates/questions

Chair: RUSHFORD met with DUNSDON to discuss upcoming meetings and also discussed concerns about delays in communication at the ISS. DUNSDON stated that they do not have trained staff to keep up with immigration and ISS concerns, and could not hire and train staff fast enough to resolve this issue . Also met with PLANIDIN for the Board job description review and requested 20 hours (with a note that this number may change) for board transition.

Director of Communications: KENT not present for reporting.

Director of Finance: HUNT reports given In Camera.

Director of Services: GUDIÑO: Our meeting with the Global Community led to an idea for a social event for a new structure to the meet the candidates event in a “speed friending” event. They proposed Feb 24 for a speed friending/meet the candidates event around 7-8:30 pm. GC consulted with us to see if we should have a standing meeting with ISS to give feedback regarding concerns for international grad students. The ISS is in support of advocacy body with the work that ROSE is doing, but has concerns about overlapping duties. RUSHFORD agrees that regular meetings with ISS would be useful but doesn’t want to bog down the next board. Could they provide a representative to the Operational Relations Committee? Jim DUNSDON would need to approve this change in OR structure.

Director of Student Affairs: ROSE has not yet met with ISS re: BC International Student Office. Has met with three international students whose needs are not being met by ISS services.

Executive Director: TURNER as per monthly report.

Notice of motions, agenda items for next executive meeting

Rescheduling board meetings to accommodate KENT’s class schedule (suggested 2:45pm on Wednesdays).

## Upcoming meetings and important dates

Next Executive Meetings: February 17, 2020

Adjournment

Motion: RESOLVED to adjourn the meeting.

M/S: HUNT/GUDIÑO

CARRIED

Meeting adjourned at 4:53 pm.

KT/klp/KT

