

University of Victoria Graduate Students' Society

Executive Board

(ONLINE VIA ZOOM) MEETING MINUTES

MAY 26, 2021

EXECUTIVE PRESENT: David FOSTER, Chair; Nicole KENT, Director of Communications; Adair NG, Director of Services; Nahid SAFARI, Director of Student Affairs; Ryan KHAN, Director of Finance (partial); Kyla TURNER, Executive Director (non-voting).

STANDING ITEMS

A. CALL TO ORDER

The meeting was called to order at 1:34PM with FOSTER in the chair.

B. TERRITORY ACKNOWLEDGEMENT

Land acknowledgement offered by SAFARI.

C. APPROVAL OF THE AGENDA

Motion: RESOLVED that the agenda is approved as presented.

M/S: FOSTER/KENT

APPROVED BY CONSENT

D. APPROVAL OF MINUTES

Motion: RESOLVED the minutes from the May 12, 2021 Executive Board Meeting are approved with a correction to the Correspondence Received section on COVID-19 safety plans from the BC government.

M/S: FOSTER/SAFARI

APPROVED BY CONSENT

E. BUSINESS ARISING FROM PREVIOUS MEETINGS

MOTIONS/TASKS noted as completed, or revoked: No reports.

F. COMMITTEE APPOINTMENTS

Motion: RESOLVED nominations be opened for graduate student representatives to the following University of Victoria committees for 2021-22:

Senate Committee on Libraries

*Award for Excellence in Graduate Student Supervision and Mentorship Committee
Advisory Committee on Academic Accommodation and Access for Students with Disabilities*

Campus Planning Committee – incumbent: Jeffrey Bruton

Award for Excellence in Teaching for Experiential Learning Adjudication Committee - incumbent: Meaghan Storey

Associate Dean, Academic Search Committee, Faculty of Science

M/S: FOSTER/KENT
APPROVED BY CONSENT

Nominations:

- Award for Excellence in Graduate Student Supervision and Mentorship – Nahid SAFARI
- Advisory Committee on Academic Accommodation and Access for Students with Disabilities – David FOSTER
- Campus Planning Committee – Jeffrey BRUTTON
- Award for Excellence in Teaching for Experiential Learning Adjudication – Meaghan STOREY
- Associate Dean, Academic Search Committee, Faculty of Science – Bobby BICKLEY

No nominations received, referred to GRC:

- Senate Committee on Libraries

*Motion: RESOLVED to ratify the following members to the following committees:
Award for Excellence in Graduate Student Supervision and Mentorship Committee
– Nahid SAFARI
Advisory Committee on Academic Accommodation and Access for Students with
Disabilities – David FOSTER
Campus Planning Committee – Jeffrey BRUTTON
Award for Excellence in Teaching for Experiential Learning Adjudication
Committee - Meaghan STOREY
Associate Dean, Academic Search Committee, Faculty of Science – Bobby BICKLEY
M/S: FOSTER/NG
APPROVED BY CONSENT*

G. CORRESPONDENCE RECEIVED

Reference: Member concern re: Outlook calendar app, Health and Dental Referendum question re: fee increase, and Greater Victoria Peace School request for consultation

*Motion: RESOLVED the correspondence is received.
M/S: FOSTER/SAFARI*

Discussion:

TURNER suggested discussing the Outlook concern, advocated for the Health and Dental referendum town hall, and not sending the Greater Victoria Peace School request to membership but perhaps including it in the bulletin.

FOSTER suggested not advertising the Greater Victoria Peace School request, designating a board member to raise the Outlook issues to UVic Systems, and discussing Health and Dental Referendum further later in the meeting.

APPROVED BY CONSENT

TASK: FOSTER to follow up with University Systems re: Outlook Calendaring

Decision: the GSS will not promote the Greater Victoria Peace School request for consultation.

OLD BUSINESS

1. SCHEDULING

Motion: BIRT the following dates are set for Executive Board training sessions:

EQHR

Indigenous Cultural Acumen

Labour Relations

TABLED

TASK: KENT to schedule ICAT and EQHR training.

TASK: TURNER to schedule Labour Relations Training.

[KHAN left the meeting at 2:00pm]

NEW BUSINESS

1. IN CAMERA SESSION RE : AON CONTRACT AND RA LEGAL STATUS REVISED LEGAL OPINION

Motion: RESOLVED the Board of Directors moves in camera.

M/S: FOSTER/SAFARI

APPROVED BY CONSENT

The board moved to in-camera at 1:59pm and rose from in-camera at 2:14pm.

Motion: RESOLVED the Board of Directors authorizes the allocation of up to \$2000 from the Student Advocate Fund in order to obtain updated legal advice on UVic Research Assistants' status from Jeanie Lanine, lawyer at Cedar Law Corporation (the "Lawyer"), to be completed by August 31, 2021.

FURTHER RESOLVED the Chair and the Executive Director are jointly responsible for communication with the Lawyer on this matter.

M/S: FOSTER/SAFARI

CARRIED

2. HEALTH AND DENTAL FEE REFERENDUM

Motion: RESOLVED the following motion passed at the April 28, 2021 Board of Directors meeting is rescinded:

"Motion: RESOLVED the Board of Directors schedules a referendum of the GSS membership from June 9 to 11, 2021 on the following questions:

1. Do you support:

a. An increase to your Extended Health and Dental Plan fee to maintain part or all of your current coverage, as set out in Referendum Question 2; or

b. No increase to your Extended Health and Dental Plan fee, maintaining the current fee of \$654 per person and reducing dental coverage from 70% to 60%.

2. If Referendum Question 1a passes, do you support:

- a. An increase to your Extended Health and Dental Plan fee of \$39.55/year (from \$654 to \$693.55/year) maintain your current coverage; or
- b. An increase to your Extended Health and Dental Plan fee of \$22.37/year (from \$654 to \$676.37/year) with the following two reductions:
 - i. Extended Health: Cap all paramedical services except psychology/counselling at a combined \$500/year (rather than \$250 per service type). Maintain psychology/counselling coverage at \$500/year; and
 - ii. Dental: Maintain 70% coverage but decrease total annual coverage to \$550/calendar year

FURTHER RESOLVED the Board of Directors schedules the following dates for a referendum of the Society membership:

Nominations open: May 19

Nominations close: May 26

Campaign period begins: May 27

Voting days: June 9 at 9am to June 11 at 4:30pm"

M/S: FOSTER/KHAN

CARRIED

RESOLVED the following motion is adopted with a retroactive date of May 12, 2021:

Motion: RESOLVED the Board of Directors schedules a referendum of the GSS membership from June 9 to 11, 2021 on the following questions:

- 1. Do you support:
 - a. An increase to your Extended Health and Dental Plan fee to maintain part or all of your current coverage, as set out in Referendum Question 2; or
 - b. No increase to your Extended Health and Dental Plan fee, maintaining the current fee of \$654 per person and reducing dental coverage from 70% to 60%.

- 2. If Referendum Question 1a passes, do you support:
 - a. An increase to your Extended Health and Dental Plan fee of \$39.55/year (from \$654 to \$693.55/year) maintaining your current coverage; or
 - b. An increase to your Extended Health and Dental Plan fee of \$24.48/year (from \$654 to \$678.48/year) with the following two reductions:
 - i. Extended Health: Cap all paramedical services except psychology/counselling at a combined \$500/year (rather than \$250 per service type). Maintain psychology/counselling coverage at \$500/year; and
 - ii. Dental: Maintain 70% coverage but decrease total annual coverage to \$550/calendar year

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M/S: FOSTER/KENT
APPROVED BY CONSENT

3. HEALTH AND DENTAL REFERENDUM COMMUNICATIONS

Town Hall Scheduling: June 8, 3:30pm

Town Hall Facilitator List: Kyla TURNER, Mindy JIANG, Nicole KENT, Adair NG, Nahid SAFARI

TASK: All EXECUTIVE BOARD members to share GSS referendum communications via social media and other available channels

TASK: TURNER to email the facilitator list to schedule a planning session for the Town Hall.

4. GRC MEETING IMPROVEMENTS

Discussion:

FOSTER suggested delegating registration, chat monitor for members seconding motions and second motions that don't receive a seconder, poll creation.

FOSTER recommended going back to calling on all members to providing department or member reports, utilizing break out rooms to facilitate discussion, or using break out rooms to discuss member reports

TURNER recommended not delegating registration as it is done on the GSS server and needs to be cross-referenced with UVic registration data, and using chat to engage with members,

Decisions:

FOSTER, KENT, NG, KHAN, SAFARI member to host a break down room for ice breakers and casual discussions. TURNER to set up and monitor break out rooms. One GRC rep from each break out room to report on room findings.

FOSTER to use a round table format for department reports when needed instead of break out rooms for department reports.

Delegated tasks:

Registration – TURNER

Chair – FOSTER

Poll Creator – TURNER

Minutes - POTTS

Chat Monitor – Rotating

Break out room facilitation for ice breakers and member check ins – one board member per room

[KHAN re-entered meeting 2:57pm]

5. GRAD HOUSE RESTAURANT SPACE

Motion: RESOLVED the Board of Directors directs the Finance Committee to provide a financial analysis of the following three options for operation of the Grad House restaurant space:

1. *Operation of a food and beverage service at a similar scale to that in effect in Fall 2019, with an estimate of one-time reopening costs, ongoing costs and the amount of student fees that would be necessary to fund its operation on a cost-neutral basis,*
2. *Operation of a food and beverage service at a smaller scale that would allow part of the space to be used for other purposes, with an estimate of one-time reopening costs, ongoing costs and the amount of student fees that would be necessary to fund its operation on a cost-neutral basis,*
3. *No food and beverage services offered at the Grad House, the space being used instead as graduate student study space, shared GSS workspace and meeting space, with an estimate of the costs that would be incurred to convert and remodel the premises, along with the market value of kitchen equipment that would be sold.*

FURTHER RESOLVED that the Finance Committee shall provide its financial analysis to the Board of Directors by August 20, 2021.

M/S: FOSTER/KENT

Friendly amendment: motion re-written below:

Discussion:

TURNER recommending that the staff prepare proposals for the Board and financial committee to consider.

KHAN requested further decisions be made regarding what these options could look like, i.e. proposals for services from staff.

TURNER and FOSTER proposed the following friendly amendment:

Motion: RESOLVED the Board of Directors allocate \$2000 for additional wages for staff work conducted on preparing proposals (including cost inputs) for the use of Food and Beverage Services spaces inclusive of:

- Service description*
- Staffing requirements*
- Building renovation requirements*
- Service analysis*
- Previous analyses of the proposed service*

FURTHER RESOLVED the proposals are inclusive of, at minimum:

1. *Operation of a food and beverage service at a similar scale to that in effect in Fall 2019, with an estimate of one-time reopening costs, ongoing costs and the amount of student fees that would be necessary to fund its operation on a cost-neutral basis,*
2. *Operation of a food and beverage service at a smaller scale that would allow part of the space to be used for other purposes, with an estimate of one-time reopening costs, ongoing costs and the amount of student fees that would be necessary to fund its operation on a cost-neutral basis,*

3. No food and beverage services offered at the Grad House, the space being used instead as graduate student study space, shared GSS workspace and meeting space.

FUTHER RESOLVED the Finance Committee shall provide its financial analysis of the proposals to the Board of Directors by August 20, 2021.

M/S: FOSTER/KENT

CARRIED

EXECUTIVE BOARD REPORTS TO GRC DISCUSSION

Tabled

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: FOSTER BPC met last week and passed a proposed policy on policies and procedures that will be on the GRC agenda for June 8. Student Affairs Committee has discussion re: letter to the University concerning tuition increases.

Director of Communications: KENT no report.

Director of Finance: KHAN no report.

Director of Services: NG Events and Appeals are running smoothly and Events will begin in June.

Director of Student Affairs: SAFARI Attended CSAP meeting and there was a lot of confusion as there was no meeting agenda. Requested Board confirmation of social media awareness date.

Executive Director: TURNER reported that the staffing levels are reaching a crisis this week with Neil on vacation and Kyla dealing with a family emergency. While TURNER is unavailable, there is no manager to handle hiring temporary workers, building/fire alarm issues, supporting office/health and dental staff, or resolve issues with Pacific Blue Cross. Pacific Blue Cross has mistakenly charged us for members on leave from the beginning of term rather than their enrolment date. This has led to an overcharge of about \$14,000. Mindy JIANG is currently taking the lead on resolving this issue with Pacific Blue Cross. TURNER will bring in a temporary office assistant to reduce workload for the next 1-2 weeks. However, TURNER is strongly urging the finance committee and board to revise the annual budget to allow for a prompt re-instatement of the second manager position so that there is another operational decision making body at the GSS.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

Social media posting dates to Communications Committee.

UPCOMING MEETINGS AND IMPORTANT DATES

****Task Reminder: Please be sure your meetings and events are up to date on the GRC Connect Calendar****

Next Executive Meetings: May 31, 2021, 1:30pm

GRC Meetings: June 8, 2021

AGM: October 26, 2021

Referendum Dates: June 9, 10 and 11, 2021

Office, Staff Scheduling Notes: Halpern Centre staffed only when needed.

ADJOURNMENT

Motion: RESOLVED the meeting is adjourned at 3:36pm.

M/S: FOSTER/KHAN

APPROVED BY CONSENT

X

David Foster
GSS Chair 2021-22

X

Kyla Turner
Executive Director