

University of Victoria Graduate Students' Society

Executive Board

(ONLINE VIA ZOOM) MEETING MINUTES

JULY 28, 2021

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

STANDING ITEMS

A. CALL TO ORDER

The meeting was called to order at 1:33PM with FOSTER in the chair.

B. TERRITORY ACKNOWLEDGEMENT

Land acknowledgement offered by KHAN.

C. APPROVAL OF AGENDA

Motion: RESOLVED the agenda is approved as presented.

M/S: FOSTER/KHAN

APPROVED by Consent

D. APPROVAL OF MINUTES

Motion: RESOLVED the minutes from the June 23, July 7 and July 13, 2021 Executive Board Meetings are approved with a correction to page 2 of the July 7, 2021 that the GSSBC conference is not occurring in person.

M/S: FOSTER/KHAN

APPROVED by Consent

[KENT arrived 1:37pm]

E. BUSINESS ARISING FROM PREVIOUS MEETINGS

MOTIONS/TASKS noted as completed:

May 26, 2021 - TASK: KENT to schedule ICAT and EQHR training.

May 26, 2021 - TASK: TURNER to schedule Labour Relations Training.

June 23, 2021 - TASK: TURNER to communicate with three trainers re: EQHR, Labour Relations, and Volunteer Victoria training.

July 7, 2021 - TASK: SAFARI and TURNER to participate in the review of SWC website. TURNER to correspond with UVic website designers.

July 7, 2021 - TASK: TURNER to provide Communications Director and Coordinator approved list.

July 7, 2021 - TASK: TURNER to alert BCWU that they should elect a rep from the Union for the Management Hiring Committee.

July 7, 2021 - TASK: TURNER to upload draft interview questions, ranking systems, reference check questions by 10:00am July 8, 2021.

July 7, 2021 - TASK: TURNER, KHAN and FOSTER to meet July 9, 2021 at for the working group.

July 13, 2021 - TASK: FOSTER to communicate with Mandy Suen around childcare capacity for July Operational Relations meeting agenda. We will ask for a report of the number of new seats versus the waitlist size and will ask for a certain percentage of new seats be dedicated to graduate students.

July 13, 2021 - TASK: FOSTER and TURNER to prep presentation materials regarding a conservative and liberal approach to the in-person event regulations for GSS to present both sides of the issue.

July 13, 2021 - TASK: FOSTER to schedule an annual planning follow up meeting for the afternoon of Monday July 26, 2021 to ensure the Annual Plan can be approved by July 28, 2021.

Follow-up TASKS assigned re:

2021-06-23 MOTION: The Board will work with the LMC to create a bullying and harassment policy.

TASK: KHAN to work with TURNER and Neil BARNEY on completing the first draft of the Workplace Bullying and Harassment policy.

TASK: KHAN to bring LMC recommendation to Board for approval.

TASK: TURNER to set meeting with KHAN and BARNEY.

2021-06-23 MOTION: The Board will work with LMC to develop a Board and GRC rep accountability policy.

TASK: FOSTER to develop first draft of Board/GRC accountability policy and circulate to the Board for feedback.

TASK: FOSTER to meet with Barney and Jiang to discuss staff needs and LMC perspectives on Board/GRC accountability policy as LMC is not meeting until September.

TASK: KHAN to circulate Board/GRC accountability draft to LMC for consultation and feedback.

TASK: FOSTER to provide draft Board/GRC accountability policy to Bylaw and Policy Committee for editing and recommendation to GRC.

TASK: FOSTER to put BPC recommended version on GRC agenda.

[SAFARI arrived 1:52pm]

F. COMMITTEE APPOINTMENTS

Motion: RESOLVED the resignation of Adair NG from the Graduate Fee Reduction Appeals Committee is accepted effective immediately.

M/S: FOSTER/SAFARI

APPROVED by Consent

Motion: RESOLVED graduate student representatives are elected to the following UVic committees:

Graduate Fee Reduction Appeals Committee – 1 member

Nominations: Ryan KHAN Member elected: Ryan KHAN

M/S: FOSTER/SAFARI

APPROVED by Consent

G. CORRESPONDENCE RECEIVED

REF DOCS: UVic Faculty Association re: Campus Reopening, Scheduling FGS Dean Meet and Greet

TASK: SAFARI to present the UVic Faculty Association letter regarding Campus Reopening to Student Affairs Committee.

TASK: FOSTER to respond to UVic Faculty Association stating we support mask mandates but do not have a position on vaccination mandates at this time.

TASK: FOSTER to schedule a meet and greet meeting with Robin Hicks from 1-3:00pm, August 26, 2021.

H. AGENDA PLANNING, OR MEETING DEBRIEF

1. GRC JULY 20, 2021

TASK: TURNER to circulate passed in-person events motion to Events Committee, Board, and staff.

2. OPERATIONAL RELATIONS JULY 21, 2021

KHAN asked who creates the Operational Relations agenda. FOSTER stated that Jim Dunsdon's assistant creates the agenda. Board members are asked to submit agenda items before the meeting and the agenda is submitted to GSS chair for approval.

TASK: FOSTER to circulate notes from the July 21 Operational Relations meeting to the GSS board

OLD BUSINESS

1. SCHEDULING

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

- Sexualized Violence

TABLED

NEW BUSINESS

1. IN-CAMERA SESSION

Motion: RESOLVED to move in camera.

M/S: FOSTER/NG

APPROVED by Consent

- a) Bookkeeper Contract
- b) Approval of In-Camera Minutes

2. ACCESS4ALL CAMPAIGN

REF DOCS: [Access4All Campaign Goals Info Sheet](#)

Motion: WHEREAS the Access4All campaign, which was initiated by the UVic Society for Students with a Disability (SSD), advocates for the needs of students with disabilities to university stakeholders; and

WHEREAS the goals outlined by the Access4All campaign (see Reference Doc) directly address concerns faced by international students and students with disabilities and, if implemented, would enable academic success for all by giving students much-needed flexibility and opportunities to succeed,

RESOLVED the GSS Board of Directors endorses the Access4All campaign, and FURTHER RESOLVED the GSS advocates that the University of Victoria provide accommodations for international students and students with disabilities who will either

be unable to attend UVic or will be significantly disadvantaged academically with the absence of online options for attending class.

M/S: FOSTER/SAFARI

Discussion:

SAFARI noted that international students outside Canada would benefit from this motion as well, especially those with health concerns.

APPROVED by Consent

3. GSS PROVISION OF IN-PERSON MEMBER SERVICES

Reference: GSS Operational COVID-19 Safety Plans for Steps 3 and 4 of the BC Restart Plan

TURNER provided an overview of the safety plans.

FOSTER asked if we have enough staff to provide traffic control and whether we could limit access to one member in the building at a time. TURNER stated she would bring that idea to staff. Otherwise, she will be working on a laptop in the lobby.

SAFARI requested distancing markers be placed inside and outside.

FOSTER asked after the bathroom capacity and whether they can be locked for each occupant. TURNER clarified that bathrooms have enough space for two people to physically distance so there's not need to lock the doors when occupied.

FOSTER asked if lunch breaks could be staggered so staff aren't unmasked together in a shared space. TURNER noted that all staff are dual vaccinated and would like to eat lunch together and can safely do so.

FOSTER asked if Work Study students have a work location. TURNER stated that Work Study students have opportunities to work in Side Project or the Front Office.

FOSTER asked about the mask mandate after the GRC meeting July 20, 2021. TURNER stated that the plans can be updated for when Halpern centre is open to the public, but when the office is not open to the public the mask requirements outlined in the operational safety plans should remain in place.

4. GSS 2021-22 ANNUAL PLAN

REF DOC: [GSS 2021-22 Annual Plan](#)

Motion: RESOLVED the GSS 2021-22 Annual Plan is approved as revised.

M/S: FOSTER/KHAN

Discussion:

KHAN noted that he would like to review the scope of the plan regarding business recovery and COVID-19 planning given the scope of work already before the board.

TURNER noted that the Operational safety plans are in place. The board level safety plans need to be discussed, drafted, and approved.

RE: COVID recovery

TURNER does the board wish to support one of the following plans:

Restrict a full re-opening of in-person services until April 1, 2022 (end of board term)?

Plan for a full re-opening in January (steps include: hire the OPS manager, OPS manager work on referendum re: Restaurant spaces, hold referendum, re-open food and beverage services as the referendum dictates in January)

DECISION: The 2021-22 Board committed to completing a referendum on the food and beverage services spaces by March, 2022. Food and beverages services are not expected to re-open during the 2021-22 board term.

KHAN asked for a list of the policies required to re-open services and for the food and beverage services. How many policies do we need in place for a re-opening.

TURNER: we need to revise the staffing schedules to ensure in-person and online service delivery could be delivered. For hybrid meetings, we will need to upgrade our audiovisual equipment in our meeting spaces.

DECISION: The only two service changes supported by the board are increasing hybrid access to services and meetings. Other service changes for office services, such as hiring for a student advocate, significantly increasing Work Study beyond what was applied for in June 2021, introducing new services, etc. will be tabled until the 2022-23 fiscal year.

RE: Increased uptake of Fair PharmaCare and MSP Supplemental Benefits

DECISION: Due to the scope of work before the 2021-22 board, the campaign on increased uptake of Fair PharmaCare and MSP Supplemental Benefits will be tabled to the 2022-23 board year.

APPROVED by Consent

MOTION: RESOLVED to extend the meeting until 3:50pm

M/S: KHAN/FOSTER

APPROVED by Consent

5. GRC COMMITTEE RECRUITMENT

TASK: Board members will update their relevant GRC Committee Recruitment form by August 15, 2021.

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: FOSTER The Access4All campaign meeting requested a joint letter with Faculty Association. That letter may come to the Board for approval at a later date.

Director of Communications: KENT is still moving forward with the Provost Hiring Committee.

Director of Finance: KHAN MHC is coming along very well. The job description should be approved by end of day and sent on to the board this week.

Director of Services: NG A Pecha Kucha event has been scheduled for August.

Director of Student Affairs: SAFARI The Student Affairs Committee will meet with SWC on student mental wellness.

Executive Director: TURNER has been focused on the bookkeeping concerns and pulling information from SAGE. Also welcomed the new Health and Dental Coordinator.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

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: August 11, 2021, 1:30pm

GRC Meetings: September 28, 2021

AGM: October 26, 2021

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

ADJOURNMENT

Motion: RESOLVED the meeting is adjourned.

M/S: FOSTER/KENT

APPROVED by Consent.

KT/kt/KLP

X

David Foster
GSS Chair 2021-22

X

Kyla Turner
Executive Director