

University of Victoria Graduate Students' Society

Executive Board
(ONLINE VIA ZOOM) MEETING MINUTES

NOVEMBER 8, 2021

EXECUTIVE PRESENT: David FOSTER, Chair; Nicole KENT, Director of Communications; 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 KENT.

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 October 20, 2021 Executive Board Meeting are approved as presented.

M/S: FOSTER/KENT

APPROVED by Consent

E. BUSINESS ARISING FROM PREVIOUS MEETINGS

Email Motions/Decisions

2021-06-21

DECISION: The Board of Directors supports the UVSS' letter calling on BC Transit to make masks mandatory on buses during Stage 3 of the BC COVID-19 Recovery Plan.

2021-9-23

FOSTER/KHAN

BIRT the "Understanding Consent Culture" workshop for Executive Board and GRC training by the Anti-Violence Project scheduled for October 11, 2021 at 5-7pm is rescheduled for October 13, 2021 at 5-7pm.

2021-11-01

KHAN/FOSTER

BIRT the Board of Directors shall offer the position of Operations and Services Manager to Neil BARNEY, with a probation period ending March 15, 2022, as recommended unanimously by the Management Hiring Committee.

BIFRT the Management Hiring Committee is dissolved.

MOTIONS/TASKS noted as completed, or revoked:

2021-04-07

TASK: Follow-up from 2020-Sept-21 re: Clubs: FOSTER and NG to strike a Working Group on UVSS Clubs. COMPLETE

TASK: All EXECUTIVE BOARD members to complete EQHR, ICAT, Labour Relations, Sexualized Violence Training, and Bystander Training by June 15, 2021. COMPLETE

2021-08-11

TASK: FOSTER to arrange a meeting with UVSS and SAFARI to circulate the MSP Fee petition. COMPLETE

TASK: FOSTER to bring the MSP Fee petition to GSSBC. COMPLETE

TASK: TURNER to circulate petition in person during orientation events and make the petition available at the front office. COMPLETE

2021-09-15

TASK: KENT to finalize booking with AVP for joint Board and GRC anti-violence training. COMPLETE

TASK: TURNER to arrange meeting with FOSTER, NG, Neil BARNEY and Andrew COWARD regarding the mandatory ATRS fee being administered by the GSS. COMPLETE

TASK: All Executive Board Members to contact the departments they provided orientation events for to invite the department or academic unit graduate student associations to elect a GRC rep/co-rep. COMPLETE

TASK: All elected Executive Board Members to review their committee Connect sites to ensure that it is welcoming and well-organized for new committee members. COMPLETE

TASK: TURNER, FOSTER, and POTTS to meet on Friday morning September 17, 2021 to finalize GRC training plans. COMPLETE

2021-09-20

TASK: TURNER to contact ICAT and EQHR to book GRC training. COMPLETE

TASK: TURNER to contact FOSTER and Karen POTTS regarding GRC training planning. COMPLETE

TASK: TURNER to promote posting on the GRC list serv. COMPLETE

2021-10-12

Task: FOSTER to sign the letter on behalf of the GSS. COMPLETE

Task: FOSTER to respond that the GSS is unable to fill UVSS's seat at the summit for October 18, 2021. COMPLETE

Task: TURNER to circulate the petition re: VIU Faculty Association to GSS membership. COMPLETE

F. COMMITTEE APPOINTMENTS

Motion: RESOLVED the resignation of Adair NG from the 2021-22 Bookstore Advisory Committee is accepted effective immediately.

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

- 2021-22 Bookstore Advisory Committee – 1 Executive Board member

Nominations: Nahid SAFARI Member elected: Nahid SAFARI

- 2021-22 Mandatory Temporary Medical Insurance Appeal Committee – 1 member

Nominations: Adair NG Member elected: Adair NG

- Faculty of Social Sciences Awards and Recognition Committee – 1 member in Social Sciences

Tabled and moved to GRC

- Faculty of Social Sciences Dean's Advisory Forum on Indigenization – 1 member in Social Sciences

Tabled and moved to GRC

M/S: FOSTER/NG

APPROVED by Consent

[SAFARI arrived at 1:42pm]

G. CORRESPONDENCE RECEIVED

Reference: Student Senator seeking support to request the creation of undergraduate and graduate UVic Library Liaison positions; Invitation to the Alliance of BC Students' Student Climate Action Initiative Summit November 19-20, 2021

Motion: RESOLVED the correspondence is received.

M/S: FOSTER/SAFARI

APPROVED by Consent

Motion: RESOLVED that the GSS Executive Board will sign the letter proposed by student senator, Samuel Holland's, request to create a UVic Library Liaison position with minor grammatical changes.

M/S: FOSTER/SAFARI

APPROVED by Consent

Decision: to send Nahid SAFARI as the UVic GSS representative to the Alliance of BC Students' Student Climate Action Initiative Summer November 19-20, 2021.

Task: FOSTER to communicate with Alliance of BC Students and send SAFARI invite and registration information.

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

1. GRC OCTOBER 26, 2021

Discussion:

FOSTER felt the meeting went well and the Dean's presentation got good engagement and substantive questions of Dean Hicks. Dr. Hicks felt the engagement was amazing. FOSTER's only concern was timeliness, but he did send out the restaurant presentation in advance for GRC reps to review.

2. AGENDA PLANNING – OPERATIONAL RELATIONS NOVEMBER 18, 2021

Discussion:

FOSTER recommended follow up on international student accommodation letters.

SAFARI requested adding an item regarding campus security and safety on campus related to increased on-campus security incidents.

TURNER asked to add in student consultation on increasing police presence on campus on weekends.

FOSTER suggested bringing accommodations to GRC in December.

NEW BUSINESS

1. IN-CAMERA SESSION

Motion: RESOLVED to move in-camera at 1:57pm.

M/S: FOSTER/KHAN

APPROVED by Consent

a) Personnel

i) Back pay

ii) HR consultant for Board

Motion: RESOLVED to move out of camera at 2:22pm.

M/S: FOSTER/SAFARI

APPROVED by Consent

2. HUMAN RESOURCES CONSULTANT

Motion: RESOLVED the Board of Directors approves the allocation of up to \$2000 to contract with Engaged HR for approximately 10 hours of Human Resources coaching for the Board of Directors.

FURTHER RESOLVED the Chair and Director of Finance shall be responsible for communication with Engaged HR.

M/S: FOSTER/KENT

Discussion:

TURNER requested that FOSTER and KHAN have Engage HR produce written documentation of their advice to ensure that this information remains useable for the next board term and the external HR consultant won't be necessary for subsequent Executive Director performance reviews.

CARRIED

3. STAFF RATIFICATION

Motion: RESOLVED Glenda BEECHAM is ratified to the position of Health and Dental Coordinator.

M/S: FOSTER/SAFARI

APPROVED by Consent

Motion: RESOLVED Neil BARNEY is ratified to the position of Operations and Services Manager with a probation period ending March 15, 2022.

M/S: FOSTER/NG

APPROVED by Consent

4. BOOKSTORE ADVISORY COMMITTEE TERMS OF REFERENCE

Motion: RESOLVED the Board of Directors requests that the UVic Bookstore Advisory Committee amend its Terms of Reference to include a GSS representative rather than specifying a member of the GSS Board of Directors.

M/S: FOSTER/NG

APPROVED by Consent

TASK: FOSTER to communicate request to update UVic Bookstore Advisory Committee terms of reference to no longer require an Executive Board member as the GSS representative.

5. AGM PLANNING

Motion: RESOLVED the Executive Board Report to the November 23, 2021 AGM is approved for presentation to the AGM.

M/S: FOSTER/NG

APPROVED by Consent

Motion: RESOLVED the membership cut-off date of September 30, 2021 is adopted for voting at the November 23, 2021 AGM.

M/S: FOSTER/KHAN

APPROVED by Consent

Motion: RESOLVED in the event of an emergency or technology failure that causes the November 23, 2021 AGM to end before all scheduled business has been concluded, the AGM shall be reconvened at 5pm on November 24, 2021.

M/S: FOSTER/NG

APPROVED by Consent

6. AGM PREP LIST (APPENDIX E)

For discussion

Chair: FOSTER

Minutes: Karen POTTS

Land acknowledgement: NG

Timekeeper: NG

Parliamentarian: TBD recruited from GRC

Introduce guest speaker: FOSTER

Present guest speaker with a gift: TURNER

Poll creation: TURNER

Quorum monitor: TURNER

Registration reminders: TURNER

Registration: NG, KENT

Chat monitor: SAFARI, KHAN

Slide rotation: SAFARI

Bylaw present: TBD (Bobby BICKLEY or Tom FERGUSON)

Audited financial statements and re-appointment of the auditors: KHAN

7. WORK STUDY UPDATE

Discussion:

TURNER stated that Alycia Garcia will be hired for 193 work study hours and will begin work no later than November 15, 2021. Her first task will be work on the Reducing Barriers to UVic Committee Representation campaign with FOSTER and POTTS.

8. ICE BREAKER

Completed.

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: FOSTER reported that VP Academic candidate meeting took place last week. AGM preparation (report writing, bylaw change prep, audited financial statements) were top priority. As well, he met with Engage HR to discuss updating HR procedures for ED supervision.

Director of Communications: KENT reported that the VP search should be wrapping up soon with a recommendation sent to UVic for ratification. Communications met informally last Friday. Communications Committee will meet on the second Friday of the month. Noted that this meeting was not on all board member's Outlook Calendars.

Director of Finance: KHAN no report.

Director of Services: NG reported that Events Committee met twice. People are looking forward to resuming in-person events. Appeals Committee work was heavy in October but tapering off as expected after the opt-in/out period.

Director of Student Affairs: SAFARI has struck several working groups within Student Affairs Committee. Also working with the BC Campus Suicide Prevention Initiative to improve access to mental health. Also working with EQHR to host a walk for National Day of Awareness for Violence Against Women and Girls. SAFARI would like to make the event more inclusive of all faculties as there is a lot of focus on Engineering to recognize the history of the Polytechnic shooting, but does not recognize the breadth of violence against women and girls.

Executive Director: TURNER reported that the Work Study position has been filled. The Office/Communications and Outreach Coordinator and Events Coordinator positions are posted. Also gave a reminder that the GSS is closed November 10-12 for Reading Break. The Union is having a scheduled union day on November 10. November 11 is a stat holiday. On November 12, many staff are taking lieu time to balance our wages budget.

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: December 7, 2021

GRC Meetings: December 14, 2021

AGM: November 23, 2021

Office, Staff Scheduling Notes: GSS closed November 10-12 for Reading Week.

ADJOURNMENT

Motion: RESOLVED the meeting is adjourned.

M/S: FOSTER/NG

APPROVED by Consent

KT/klp

X



David Foster
GSS Chair 2021-22

X



Kyla Turner
GSS Executive Director

