

## University of Victoria Graduate Students' Society

## Graduate Representative Council

## MEETING MINUTES (ONLINE VIA ZOOM)

FEBRUARY 22, 2022, 4:30-7 PM

**Elected Academic Unit Reps (1 vote per academic unit) Present:**

|   |  |  |
|---|--|--|
| <b>Anthropology:</b> Zonke Guddah                             | <b>Exercise Science, Physical &amp; Health</b>   | <b>Neuroscience:</b> Hannah Reid                               |
| <b>Art History &amp; Visual Studies:</b> Shruti Parthasarathy | <b>Education:</b> Emily Magel                    | <b>Physics &amp; Astronomy:</b> Jess Speedie, Bobby Bickley    |
| <b>Biochemistry &amp; Microbiology:</b> Michael Allison       | <b>French:</b> Alphonse Bode Abiodun             | <b>Psychology:</b> Tom Ferguson                                |
| <b>Biology:</b> Sarah Lane                                    | <b>Geography:</b> Wyatt Maddox                   | <b>Public Health &amp; Social Policy:</b> Zackary Derrick      |
| <b>Chemistry:</b> Greg Gaube                                  | <b>Greek &amp; Roman Studies:</b> Alix Galumbeck | <b>Sociology:</b> Tyler Branston                               |
| <b>Civil Engineering:</b> Ariya Eini                          | <b>Health Information Science:</b> Dee Wong      | <b>GUEST:</b> Amer KUMAR (ECE)                                 |
| <b>English:</b> Julie Funk                                    | <b>History:</b> Dax Tate                         | <b>GUEST:</b> Neil Barney, GSS Operations and Services Manager |
| <b>Environmental Studies:</b> Lauren Burton                   | <b>Law:</b> Paige Thombs                         |  |
|   | <b>Linguistics:</b> Matthew Somerville           |  |
|   | <b>Music:</b> Kayleigh Francis                   |  |

**GSS Executive Board (1 vote per elected Board member) Present:**

|  |   |
|--|---|
| <b>Chair:</b> David FOSTER                     | <b>Director of Services:</b> Adair NG               |
| <b>Director of Communications:</b> Nicole KENT | <b>Director of Student Affairs:</b> Nahid SAFARI    |
| <b>Director of Finance:</b> Ryan KHAN          | <b>Executive Director:</b> Kyla TURNER (non-voting) |

**Recorder:** GSS Governance Coordinator: Karen L. Potts**Regrets:****Pacific & Asian Studies:** Maeve Milligan**Absent Without Notice or Regrets:****Curriculum & Instruction:** Sara Fallahi, Tahmineh Farnoud (standing proxy: Oluwatosin Adeyemi)**Earth & Ocean Sciences:** Moronke Harris, Chrissy Schellenberg**Economics:** Matheson Gillis**Educational Psychology & Leadership Studies:** Rohit Jain, Echo Huang**Electrical & Computer Engineering:** Amir Sepahi, Anushka Halder**Public Administration:** Christopher Jones**Visual Arts:** Colton Hash

## CALL TO ORDER AND LAND ACKNOWLEDGEMENT

FOSTER, in the chair, called the meeting to order at 5:02 pm.

ALLISON offered a personal statement of land acknowledgement.

## STANDING ITEMS

## 1. APPROVAL OF THE AGENDA

*MOTION: RESOLVED that the agenda is approved as presented.**M/S FRANCIS/MADDOX**Approved by CONSENT.*

## 2. TIMEKEEPER VOLUNTEER (NON-EXECUTIVE MEMBER)

FRANCIS volunteered.

## 3. APPROVAL OF THE MINUTES

*MOTION: RESOLVED that the Minutes of the January 25, 2022 GRC meeting are approved as presented.*

*M/S BRANSTON/MADDOX*

*Approved by CONSENT.*

## 4. BUSINESS ARISING FROM THE MINUTES/PAST MEETINGS

No business.

## 5. REPORTS

### A. MEMBERSHIP REPORT

**GSS Membership:** As of February 11, 2022 there are 3088 GSS Members.

**GRC Membership:** GRC now consists of 51 voting members: 30 academic units (out of 46 academic units eligible), and 5 Executive Board members.

**Meeting Quorum:** With 1 regret received, and with 20 voting members present at the call to order, tonight's meeting was declared quorate.

### B. CHAIR'S REMARKS ([SEE APPENDIX A](#))

See Appendix A for the full text of the Chair's Remarks.

It was asked if any of this year's Board members would be running again. SAFARI, KHAN and KENT confirmed that they would be running again.

### C. EXECUTIVE BOARD REPORTS – QUESTIONS ARISING, MOTION TO ACCEPT

REF DOCS: [Executive Board Reports September to December, 2021](#)

Councillors are required to read the Executive Board reports (found on Connect) prior to the meeting.

GALUMBECK noted that the Stipend Review Committee is working on a new simplified template to encourage Board reports being submitted on time and be read by the reps on Council.

*MOTION: RESOLVED that the Executive Board reports for November and December 2021 are approved, as recommended by the Stipend Review Committee.*

*M/S FRANCIS/THOMBS*

*Approved by CONSENT.*

### D. ACADEMIC UNIT & COUNCILLOR REPORTS

The following guiding questions were offered by the Executive Board:

1. We would also like to hear about the availability of graduate student space in each academic unit for the following purposes:
  - Office/study space
  - Lab space (if applicable)

- Practice space (if applicable)
2. Finally, we ask if you know someone in an academic unit that currently has a vacant GRC seat, please ask them if they would consider volunteering to be a GRC Rep or Co-Rep, or if they know someone who may be able to volunteer.

**Discussion Points Noted:**

While most of the GRC reps in attendance indicated that there is some type of shared work space available for grad student use, the major space issue currently is lack of private spaces on campus to participate in 'online' classes. Most grad students who are on campus, also are registered in courses with an online component, or are TAing a class with an online component. There is not time for grad students to get back to their homes for privacy for the required online discussions in between when they have to be on campus.

Members who would like their update recorded in the official minutes are requested to email their reports to [gssgov@uvic.ca](mailto:gssgov@uvic.ca) for inclusion.

## E. GRC STANDING COMMITTEES – APPOINTMENTS AND REPORTS

### **STANDING COMMITTEE REPORTS:**

- Appeals – NG reported that Appeals have been steady and thanked Committee members.
- Bylaw & Policy – FOSTER reported that the Committee has been very busy with items brought to today's GRC and ongoing working groups working on Board Code of Conduct. FOSTER noted that consulting on the GRC structure
- Communications – KENT asked that all graduate students follow the GSS social media, and thanked the Committee for their work.
- Events – NG reported that there has been a large number of events. The next event is: <https://gss.uvic.ca/event/global-community-and-gss-walk-and-talk/>
- Finance – KHAN reported that there have been issues getting a full quorum on this Committee.
- Stipend Review – GALUMBECK – working on new template.
- Student Affairs – SAFARI – working on discussing issues of office space and lack of food and beverage services in the evenings on campus. New issue to take on is some systemic discrimination in some faculties that has been identified. Also will be working on mental health.

### **COMMITTEE APPOINTMENTS:**

**MOTION:** RESOLVED that the following GRC Standing Committee members are ratified:

- Bylaw and Policy: (2 GRC vacancies, 2 CML vacancies) Nomination: David FOSTER as a member-at-large for the month of April.
  - Communications: (2 GRC vacancies, 5 CML vacancies) Nomination: Lauren BURTON as a GRC representative.
  - Events: (5 CML vacancies) Nomination: Amer KUMAR as a member-at-large
- M/S FRANCIS/ALLISON  
Approved by CONSENT.

## F. GRADUATE REPRESENTATION ON UVIC COMMITTEES

### REPORTS FROM GRAD REPS ON UVIC COMMITTEES:

Open Floor to hear any reports from graduate student reps on:

- Senate: FOSTER. See [Appendix B](#) for full text.
- UVic Advisory Committees: SAFARI reported that there will be a new EQHR advisory committee out of DUNDSON's office and there will be a request for two GSS reps.
- UVic Search and Hiring Committees: FRANCIS thanked people for contributing to the request for feedback related to the review and possible re-appointment document of the UVic Librarian.

Note: Reps are encouraged to submit short written reports to [gssgov@uvic.ca](mailto:gssgov@uvic.ca) for inclusion in the minutes.

### COMMITTEE APPOINTMENTS:

*MOTION: RESOLVED that graduate student representatives are elected to the following UVic committees:*

- 2022-23 Andy Farquarson Award for Teaching Excellence Adjudication Committee  
Nominations: Tyler BRANSTON Member elected: Tyler BRANSTON
- 2022-23 Multifaith Services Advisory Board  
Nominations: Paige THOMBS Member elected: Paige THOMBS
- 2021-22 Faculty of Social Sciences Awards and Recognition Committee – 1 member in Social Sciences  
Nominations: None.
- 2021-22 Faculty of Social Sciences Dean's Advisory Forum on Indigenization – 1 member in Social Sciences  
Nominations: None.

M/S MADDUX/ALLISON

Approved by CONSENT.

BREAK

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## MEETING NEW BUSINESS

### 1. SUSPENSION OF FINANCE COMMITTEE TERMS OF REFERENCE

REF DOC: [Finance Committee Terms of Reference](#)

Lead: Ryan KHAN

Purpose: As there has not been an active Finance Committee, it was decided that it was better to return the consultation function to the GRC as a whole.

*MOTION: RESOLVED that the Finance Committee's Terms of Reference, section 2.6.2, second sentence, "Develop an annual budget for all Society operations," are suspended insofar as they apply to the Society's 2022-23 annual budget.*

M/S FRANCIS/LANE

Approved by CONSENT.

## 2. BUDGET CONSULTATION

REF DOCS: [Draft 2022-23 Budget – No Restaurant](#); [Draft 2022-23 Budget – Old Service Model](#); [Draft 2022-23 Budget – Counter Service Model](#)

Lead: Kyla TURNER

TURNER presented the 3 draft budgets that had been circulated for GRC review, based on 3 different outcomes possible from the March Food and Beverage referenda.

*MOTION: RESOLVED that Grad Council recommends the Society's 2022-23 annual budget as presented to the March 22, 2022 Semi-Annual General Meeting.*

*M/S DERRICK/FRANCIS*

*Approved by CONSENT.*

## 3. ACCEPTABLE USE OF SOCIETY RESOURCES POLICY

REF DOC: [Acceptable Use of Society Resources Policy DRAFT](#)

Lead: David FOSTER

*MOTION: RESOLVED that the Acceptable Use of Society Resources Policy is adopted, as recommended by the Bylaw and Policy Committee.*

*M/S WONG/LANE*

*Approved by CONSENT.*

## 4. EXECUTIVE BOARD ELECTION AND REFERENDUM POLICY

REF DOC: [Executive Board Election and Referendum Policy DRAFT](#)

Lead: David FOSTER

*MOTION: RESOLVED that the Executive Board Election and Referendum Policy is approved, as recommended by the Bylaw and Policy Committee.*

*M/S MADDOX/FRANCIS*

Discussion: 4.2.1 DERRICK expressed concern about giving the Electoral Officer the power to ask for a physical ballot in terms of access for distance students. FOSTER explained that if web-voting was ever not available, physical ballots would be provided to distance students by mail, with time extended for return post.

*Approved by CONSENT.*

## 5. WAR RESISTERS CAMPAIGN

REF DOC: [Interim Governance Manual](#)

Lead: David FOSTER

*MOTION: WHEREAS Position Statement 1.2 – War Resisters Campaign reads, “The War Resisters group has access to meeting space at the Graduate Students’ Centre at no charge,” and*

*WHEREAS Position Statement 1.2 was adopted in 2004, and*

*WHEREAS the War Resisters group that existed in 2004 no longer exists,*

*RESOLVED that the Position Statement 1.2 – War Resisters Campaign is rescinded.*

*M/S FRANCIS/REID*

*Approved by CONSENT.*

## 6. STUDENT ADVOCATE FUND TERMS OF REFERENCE AMENDMENTS (SEE [APPENDIX C](#))

Lead: David FOSTER

*MOTION: RESOLVED that the attached amendments to the Student Advocate Fund Terms of Reference are recommended to the March 22, 2022 Semi-Annual General Meeting, as recommended by the Finance Committee, with text in red inserted, text in strikethrough deleted, and sections renumbered as necessary (see Appendix D).*

M/S FRANCIS/TATE

Approved by CONSENT.

## 7. BYLAW CHANGES (SEE [APPENDIX D](#))

Lead: David FOSTER

*MOTION: RESOLVED that the attached bylaw amendments are recommended to the March 22, 2022 Semi-Annual General Meeting, as recommended by the Bylaw and Policy Committee, with text in bold inserted, text in strikethrough deleted, and sections renumbered as necessary (see Appendix D).*

M/S REID/SOMERVILLE

Approved by CONSENT.

## 8. SAGM AGENDA

Lead: David FOSTER

*MOTION: RESOLVED that the March 22, 2022 Semi-Annual General Meeting Agenda is approved as follows:*

### Agenda Items (order TBD)

1. Call to Order
2. Land Acknowledgement
3. Invited Guest Speaker - TBA
4. Approval of the Agenda
5. Approval of November 23<sup>rd</sup>, 2021 Annual General Meeting Minutes
6. SAGM Quorum Report
7. Decision: Presentation of the 2022-23 Budget
8. Decision: Student Advocate Fund Terms of Reference
9. Decision: Bylaw Changes
  - a. Membership Definition
  - b. Housekeeping
  - c. Executive Stipend
  - d. Minimum Academic Unit Size for GRC Representation
10. Reports to the membership:
  - a. Report of the 2021-22 Executive Board
  - b. Membership and Representation Report
  - c. Report of the Executive Director
  - d. Reports of Committees of the Society
  - e. Extended Health and Dental Insurance Plan Update
11. Ratification of Acclaimed Executive Board Candidates
12. Election of Vacant Executive Board Positions
13. Introduction of the 2022-23 Executive Board
14. Other Business and Announcements
15. Adjournment

M/S FRANCIS/MADDOX  
Approved by CONSENT.

#### 9. PROPOSED UVIC DEGREE PARCHMENT CHANGES

Lead: David FOSTER

FOSTER presented the degree format/parchment that UVic is considering. Councillors provided feedback and suggestions for FOSTER to carry forward to the Committee.

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### CLOSING ITEMS

IMPORTANT DATE REMINDERS: [CHECK YOUR GRC CONNECT HOMEPAGE CALENDAR!](#)

- **Referenda and Elections: WebVote March 9-11!**
- Next Meeting: **GSS SAGM, March 22, 2022, 5-7 pm via Zoom.**
- Next GRC meeting: **April 19, 2022, 5-7pm via Zoom**
- GRC training sessions: **Indigenous Cultural Acumen Training – TBD**

#### REQUESTS FOR SUPPORT/ADVOCACY/PARTICIPATION

None.

#### NOTICES OF MOTION FOR NEXT MEETING

None.

#### ADJOURNMENT

*MOTION: RESOLVED that the meeting is adjourned.*  
M/S TATE/LANE  
Approved by CONSENT.

The meeting was adjourned at: 7:03 pm.

klp/

X

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Summer OKIBE  
GSS Chair 2022-23

X

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Kyla Turner  
GSS Executive Director

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## APPENDIX A: CHAIR'S REMARKS – DAVID FOSTER

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- Since we last met, there has been a gradual decline in Omicron cases with some public health restrictions being lifted such as capacity limits at events
- The Halpern Centre will be welcoming back our members for certain in-person services, with COVID-19 safety measures in place such as mask requirements and capacity limits
- The GSS is continuing its campaign regarding compensation for students on the most-time intensive UVic committees, and planning to engage in a working group with UVic to draft a new policy for presentation to the Board of Governors by June 2022
- The campaign for elimination of international students' MSP premiums is also continuing, with the GSS and UVSS working on a plan to approach an MLA to present our petition to the BC Legislature
- The GSS Board wrote to the University regarding members' concerns regarding inadequate dining space on campus being open in late afternoon and evening; UVic responded that capacity increases due to relaxed COVID-19 restrictions should resolve this
- Another item the GSS Board has discussed with the University is graduate study space in the library; we have been told that the third floor of the library is open for graduate study and lockers can be reserved, however all the carrels have been permanently removed from the third floor and it is now open space
- The GSS Board has written to the Chairs of the UVic Board of Governors and Senate asking them to support changing Board of Governors and Senate rules to allow distance students who do not live in Victoria to serve on these governance bodies, as we understand that without a rule change distance students will be excluded again as they were before the pandemic
- Two recent news articles were published that may be of particular interest to GRC, about [the addition of nursing seats to BC post-secondary institutions](#) and [the BC government's plans to limit the powers of municipalities in order to facilitate construction of new housing and address the housing crisis](#)

Reminder to please vote in the GSS Executive Board elections and referendum on March 9, 10 and 11!



## APPENDIX B: EXTERNAL REPRESENTATION REPORTS

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### SENATE REPORT – DAVID FOSTER, GRAD STUDENT SENATOR

- At the February Senate meeting, a consultation was held regarding the University's new draft version of Policy AC1205 – Academic Accommodation and Access for Students with Disabilities, with responses being almost entirely negative; several changes were seen as regressive, such as eliminating mention of the social model of disability, restricting the policy to students in credit courses (excluding continuing studies), and eliminating a statement that people with disabilities should be involved in development of policies affecting them
- Due to the criticism of the draft version of Policy AC1205, a revised draft is being developed
- One of the Convocation Senators (a retired faculty member) has been denied their request to attend Senate virtually, which was made due to concerns about the safety of immune compromised people in their personal bubble, rather than their own health
- The refusal to allow a Senator to attend virtually has resulted in a petition from 20 senators, including students, faculty and staff, proposing an amendment to the Senate rules to allow senators the discretion to attend Senate remotely during the pandemic

## APPENDIX C – STUDENT ADVOCATE FUND TERMS OF REFERENCE AMENDMENTS

### 1. DEFINITIONS

**Fund** means the Student Advocate Fund.

**Individual advocacy** means support and assistance provided to a graduate student regarding an appeal or dispute with the University that is governed by University policies and procedures and may include interviewing the student or witnesses, advising the student, preparing written submissions, attending hearings or meetings with or on behalf of the student, research, mediation or provision of legal counsel.

**Systemic advocacy** means campaigns and lobbying to improve University policies and procedures in the interests of graduate students and may include research, letter writing, petitions, meetings with University officials or other stakeholders, media releases, or public events.

**Information and education** mean provision to graduate students of information, referrals to University or other resources, and education regarding students' rights and responsibilities under University policies and procedures and may include direct service, publications or workshops.

### 2. PURPOSE/BACKGROUND

In 2019, **Society** the members voted in a referendum to establish a Student Advocate Fund fee. This policy outlines the process for accessing and restricting access to these funds.

### 3. JURISDICTION/SCOPE

This Policy applies to the Student Advocate Fund.

### 4. POLICY DETAILS

#### 4.1 Additions/Transfers to the Fund

4.1.1 Revenues to the Fund are from the following sources:

- a) Fees collected as a result of a referendum to establish or increase the Student Advocate Fund fee,
- b) Ordinary budget resolution and/or other expenditure resolutions in accordance with the **Society's** constitution and bylaws,
- c) Reallocation of funds in accordance with the ~~Fiscal Updates and Budget Amendments~~ **Budget Planning and Fiscal Policy**, and
- d) Donations from individuals.

#### 4.2 Purposes of the Fund

4.2.1 The Fund shall be allocated to the following purposes:

- a) Individual advocacy,
- b) Systemic advocacy, and
- c) Information and education.

#### 4.3 ~~Allocation of Approval of Expenses Paid from the Fund~~

4.3.1 The Fund shall be allocated as approved in the Society's annual budget.

4.3.3 At least 10% of the annual revenue of the Fund shall be allocated to contingency reserve.

**4.3.4** Funds unused at the end of the fiscal year shall be allocated 50% to contingency reserve and 50% to the annual revenue of the next fiscal year.

#### **Requests for Funds**

**4.3.5** ~~Unbudgeted~~ requests for funds ~~shall be approved as required by Bylaw 14.~~ are generally triggered by a request from the Executive Director. In exceptional circumstances, the Executive Board may consider a request from a member of the Executive Board or the Graduate Representative Council.

#### **Approval of Fund Allocations**

Fund allocations are approved by an ordinary motion of the Executive Board.

In an urgent case, the Executive Director may request an expedited approval by the Chair or Director of Student Affairs. In such cases a report on the decision will be made to the Executive Board by email and be recorded at the next Executive Board meeting.

#### **Scope of Work**

Scope of work for the advocate engaged by the GSS could include:

- ~~a) Interviewing the student and witnesses,~~
- ~~b) Preparing a docket,~~
- ~~c) Attending hearings/meetings with or on behalf of the student(s),~~
- ~~d) Research,~~
- ~~e) Advising the student(s),~~
- ~~f) Mediating.~~

**4.3.6** Allocation of funds to specific cases for individual advocacy shall be approved by the Executive Board.

#### **4.4 Allocation of Funds to Individual Cases** ~~Responsible Use of Resources~~

**4.4.1** The Fund is for use to support GSS **Society** members, including members currently on leave.

**4.4.2** Members benefitting from the **F**und will make reasonable efforts to limit the expense of their case. This can be done by ensuring they have a reasonable understanding of the applicable university policies, preparing and collating relevant materials, and drafting a written summary of their concern where appropriate.

#### **Records of Approved Allocations**

**4.4.3** Discussion regarding the request for funds, and any details related to the individual student or the case will be held in camera. The motion to approve allocation of funds will be made in open session. The motion will include the estimated amount of funds allocated, the expected timeline for contract completion, the party to be contracted, if known, and the scope of work.

#### **Considerations in Allocating Funds**

**4.4.4** When allocating funds to an ~~student~~ **individual** case, the Executive Board will consider whether:

- a) the request is in keeping with ~~the GSS~~ **Society's** Purposes,
- b) the individual case is significant to the ~~GSS~~ **Society's** membership as a whole,
- c) legal or other professional services are more cost effective than staff time spent on the same tasks,
- d) outside legal advice is more appropriate than staff involvement,
- e) the case should be referred to the Ombudsperson, a shop steward, or to the personal legal counsel of the student(s), and

- f) it will produce the best outcome for the student(s).

### **Legal considerations**

#### **Duty to the GSS**

**4.4.5** When the GSS engages a lawyer on behalf of a student, the lawyer works for the **GSS Society**. The Student Advocate Fund cannot be used to ~~take action~~ **act** against the **GSS Society** or take actions that put the **GSS Society** at risk.

#### **Confidentiality and Records**

**4.4.6** Any information collected by the ~~University of Victoria Graduate Students' Society~~ will be protected and used in compliance with the ~~BC Personal Information and Privacy Act (2004)~~ **applicable privacy legislation**.

### **4.9 Ineligible Expenses**

**4.9.1** The ~~Student Advocate~~ Fund cannot be used for the following purposes:

- a) Actions in which the GSS, its officers or staff are the respondent,
- b) Matters unrelated to university policy and procedures,
- c) Matters related to work where the student is represented by a union,
- d) Undergraduate student cases, or cases where the primary beneficiary of support is not a member of the GSS,
- e) Appeals on admission decisions, **and**
- f) Reimbursements for legal costs already incurred.

### **4.10 Accountability**

**4.10.1** The GSS Executive will report annually on the use of the fund to the Graduate Representative Council. This report will respect confidentiality, and will include:

- a) Number of **individual advocacy** cases receiving assistance from the **Fund and their outcome**,
- b) **Systemic advocacy campaigns supported by the Fund, and their outcome, and**
- c) **Number of events, staff hours and publications providing information and education supported by the Fund.**
- ~~d) Amount expended, and~~
- ~~e) Number of cases resolved.~~

### **4.11 Interest/Investment of Fund**

**4.11.1** The **F**unds may be invested in short term GICs at the discretion of the Executive Board.

**4.11.2** Interest/returns accrued by the **F**und shall be retained/reinvested within the **F**und.

## **5. DEVELOPMENT AUTHORITY**

**The GRC Finance Committee.**

## **6. APPROVAL AUTHORITY**

**General Meetings of the Society.**

## **7. IMPLEMENTATION AUTHORITY**

**The Director of Finance.**

## 8. RELATED LEGISLATION, AGREEMENTS, OR OTHER SOCIETY POLICIES AND PROCEDURES

*Personal Information Protection Act, SBC 2003, c 63.*

*GSS Budget Planning and Fiscal Policy.*

## 9. RESOURCES, REFERENCE DOCUMENTS USED

*None.*

## 10. DOCUMENT CONTROL

|   |
|---|
| Next Review Date:   |
| Date Amended:   |
| Last Reviewed:  |
| First Approved: October 29, 2019  |
| Earlier Iteration: (version history notes if applicable e.g., if policies combined) |

## APPENDIX D – RECOMMENDED BYLAW CHANGES FOR 2022 SAGM

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### BYLAW II – MEMBERSHIP

#### 2.1 Members of the Society shall be:

- a. All students enrolled in the Faculty of Graduate Studies at the University, **and**
- b. Students previously enrolled in the Faculty of Graduate Studies at the University who are on approved leave from their studies and choose to opt-in to membership in the Society.**

#### 2.4 Cessation of membership:

- a. Membership in the Society shall cease when a member is no longer registered in the Faculty of Graduate Studies, with the exception of:
  - i. **Members under bylaw 2.1.b;**
  - ii. **Members registered under a completion postponement fee adjustment, who shall continue to be members until the end of the term in which they registered,**
  - iii. Students enrolled in concurrent graduate/undergraduate programs, who shall continue to be members during undergraduate terms; and
  - iv. Members of the Executive Board, who shall continue to be members of the Society until expiry of their current term of office, provided that they are registered in the Faculty of Graduate Studies or in a concurrent graduate/undergraduate program **or are members under bylaw 2.1.b** for the first nine months of their term of office.

### BYLAW IV – ELECTIONS AND REFERENDA

#### 4.8 Election Nominations and Referendum Sides:

- a. Nominees must be members of the Society. The Electoral Officer **cannot stand for election during their term of office.**, ~~and Members of either the Electoral Appeals Committee, or of and the Stipend Review Committee cannot stand for election to the Executive Board~~ during the term of the Graduate Representative Council in which they were appointed.
- b. Nominations must be signed by the nominee, and ten nominators, who must be members of the Society.
- c. Nominations must be returned to the Electoral Officer no later than the close of nominations.
- d. People wishing to campaign for a referendum side must register with the Electoral Officer prior to beginning to campaign for that referendum side.

### BYLAW V – GENERAL MEETINGS

#### 5.4 Special General Meetings:

Special General Meetings may be called at any time by:

- a. A resolution of the Executive Board;
- b. A resolution passed by two-thirds (2/3) of Grad Council; or
- c. A petition by at least ten percent (10%) of the members of the Society according to the provisions of the ~~Society~~ **Societies Act, SBC 2015, c. 18.**

#### 5.6 Procedure at General Meetings:

- a. Meetings may be held either in person or virtually.
- b. Quorum for all General Meetings shall be twenty-five (25) members. In the event that attendance at a General Meeting is above fifteen (15) but below twenty-five (25) members, the meeting will continue for the purposes of fulfilling the ~~Society~~ **Societies Act, SBC 2015, c. 18 of British Columbia**, but shall be limited to the following items of business:
  - i. meaningful, intentional, and related land acknowledgement;

- ii. reports of the Executive Board;
- iii. reports of committees of the Society;
- iv. adoption of the budget;
- v. appointment of auditor;
- vi. approval of the audited statements;
- vii. ratification of acclaimed nominees for election; and
- viii. reports on the status of the extended health and dental plan.
- c. Barring Extraordinary Electoral Procedures (see 4.11), voting at all general meetings shall be by show of hands when conducted in person and by polling when conducted virtually.
- d. Voting by electronic means will be permitted.
- e. Voting by proxy is not permitted.
- f. General meetings shall be conducted according to Robert's Rules of Order, latest edition.

#### BYLAW VI – GRADUATE REPRESENTATIVE COUNCIL

##### 6.3 Membership:

- a. Graduate **Representative** Council shall consist of:
  - i. The members of the Executive Board;
  - ii. The Grad Reps for each academic unit as defined by the Society's policy, **subject to Bylaw 6.3.b**; and
  - iii. A graduate student representative of CUPE 4163.
- b. Each academic unit **with at least three graduate students** shall be entitled to one (1) Grad Rep or two (2) Co-Reps; from among its graduate students. Unless specified, the term "Grad Rep" in these bylaws includes Co-Reps.

#### BYLAW IX – DUTIES AND RESPONSIBILITIES OF EXECUTIVE BOARD DIRECTORS

9.1 The Executive Board, in addition to any duties imposed by the ~~Society~~ **Societies Act, SBC 2015, c. 18**, shall:

- a. Uphold the constitution, bylaws, and policy of the Society;
- b. Attend all Executive Board, Graduate Representative Council, and General Meetings;
- c. Attend meetings with senior university administrators;
- d. Report to the Graduate Representative Council and all General Meetings;
- e. Maintain a list of current Graduate Representative Council members and ensure that sufficient notice of all Graduate Representative Council meetings is provided to all Graduate Representatives;
- f. Hire and supervise management staff of the Society;
- g. Not concurrently be an employee of the Society;
- h. Coordinate and ensure Society representation on university committees;
- i. Represent the Society on search committees for senior university positions;
- j. Represent the Society on external bodies;
- k. Form committees as necessary;
- l. Appoint an Executive Board member to liaise with UVSS;
- m. Appoint an Executive Board member to chair the Society Health and Dental Appeals Committee;
- n. Appoint an Executive Board member to sit on the University Grad Fee Reduction Appeals Committee;
- o. Be aware and accountable for the financial position of the Society;
- p. Ensure the maintenance of the Society's records;

- q. Ensure institutional memory for each Executive Board portfolio, campaign and committee is maintained; and
- r. Advocate on behalf of graduate student interests.

#### BYLAW X – EXECUTIVE BOARD DIRECTOR STIPEND

10.2.a The stipend shall be paid in monthly instalments: within thirty (30) days following the completion of each month of service by an Executive Board director. ~~providing that the director has provided to the Grad Council a written report on Society-related activities. Grad Council has a right of disapproval of any irregular or unsubstantiated claim for remuneration.~~ **This stipend is subject to approval by the Stipend Review Committee based on criteria laid out in Bylaw IX.**

**10.2.b The Stipend Review committee has the right to disapprove payment of a monthly stipend instalment if the Committee has reason to believe that criteria stated in Bylaw IX are not met. In the event of a disapproved stipend instalment the Stipend Review Committee must notify the Executive Board member in a timely manner and request that they provide further information. The Stipend Review Committee shall approve the stipend instalment if they are satisfied with the information furnished by the Executive Board member.**

**10.2.c An Executive Board member may appeal the Stipend Review Committee's decision to disapprove a stipend instalment to Grad Council. The decision of Grad Council is final.**

#### BYLAW XIV – SOCIETY FINANCES

##### 14.2 Auditor and Audited Statements:

- a. The auditor of the Society shall be recommended by the Executive Board and appointed at a General Meeting.
- b. The auditor:
  - i. Has a right of access at all times to all documents and records of the Society; and
  - ii. May require from the Executive Board, members, and staff of the Society such information and explanations as are necessary to enable him/her to report as required by the ~~Society~~ **Societies Act, SBC 2015, c. 18.**
- c. An audited statement of the Society's finances will be presented at the Annual General Meeting.

#### BYLAW XVI

16.1 Amendments to the constitution and bylaws shall be made by special resolution at a General Meeting or by referendum, according to the provisions of the ~~Society~~ **Societies Act, SBC 2015, c. 18.**