

University of Victoria Graduate Students' Society

Executive Board

(ONLINE VIA ZOOM) MEETING MINUTES ~~DRAFT~~

FEB 1, 2023

EXECUTIVE PRESENT: Greg GAUBE, Director of Communications (partial); Nahid Pourdolat SAFARI, Director of Student Affairs (partial); Wyatt MADDOX, Director of Services and Interim-Director of Communications; Robert BICKLEY, Director of Finance; Kyla TURNER, Executive Director (non-voting)

GUESTS: Neil BARNEY, Operations and Services Manager (partial)

REGRETS: Summer OKIBE, Chair;

STANDING ITEMS PART 1

A. CALL TO ORDER

The meeting was called to order at 9:32 with GAUBE in the chair.

B. TERRITORY ACKNOWLEDGEMENT

Land acknowledgement offered by MADDOX. MADDOX invited all board members to take a moment to reflect on their relationship to the lands that they are on.

C. ICE BREAKER

It's the first day of Black History Month! What is one media recommendation you have for celebrating Black excellence that other board members can check out this month (e.g. a book, author, movie, influencer, etc.)?

TURNER recommends Khadija Mbowe, a long-form video essayist and cultural commentator on youtube. GAUBE recommends Stamped by Ibram X Kennedy. MADDOX recommends his cosplayer friend and The Black Forager on youtube.

D. APPROVAL OF AGENDA

Motion: RESOLVED the agenda is approved as presented.

M/S: MADDOX/SAFARI

CARRIED

NEW BUSINESS

1. EXECUTIVE BOARD SEMESTER WORK PLAN

Lead: GAUBE

Reference: Annual Plan; work plan template

For Discussion:

TURNER recommends that if no work plans have been drafted to date that this task is abandoned due to lack of time.

MADDOX has a completed draft. GAUBE has a draft ready but has not been able to submit. BICKLEY does not have a written update.

Decision: Semester work plan for January to April is abandoned, with a recommendation for the next board to draft work plans.

2. REFERENDUM QUESTION APPROVAL

Lead: MADDOX, BICKLEY, SAFARI

For Decision:

On November 15, 2022, the board sent the following referendum question drafts to different committees. Chairs of Appeals, Finance, and SAC shall report back any edits made to these questions and amend the motion below.

Motion: RESOLVED the Board of Directors schedules a referendum of the GSS membership from March 9 to 11, 2022 on the following questions:

1. *"Prior to 2020, the GSS extended health and dental insurance was only applied to tuition accounts of full-time, on-campus grad students. All other grad students could opt in to coverage. In Summer 2020, the GSS moved to assess all full-time graduate students for extended health and dental insurance regardless of their on-/off-campus status. While this kept the most people insured over the pandemic as UVic moved to online learning, it is now increasing administrative work for distance students who frequently opt out of insurance coverage. Off-campus students, meanwhile, can still access GSS extended health and dental benefits by opting in.*

Do you support changing the assessment criteria for extended health and dental insurance on tuition accounts to include only full-time, on-campus students?"

2. *"The campus Food Bank provides food security to many UVic graduate students, in the form of weekly food hampers. Demand for Food Bank has tripled in the last year. If you are experiencing food insecurity, you can apply for Food Bank services here.*

Currently, grad students provide about 2% of Food Bank Funding and use 38% of services. The current Food Bank fee for on-campus GSS members is \$1.90/semester and increases with the BC Consumer Price Index (inflation) annually. We would like to see the Food Bank funded appropriately to ensure all students have access to this vital service.

Do you support increasing the Food Bank fee to \$3.00 per term with annual increases of the BC Consumer Price Index?"

M/S: MADDOX/BICKLEY

Discussion:

Question 1: MADDOX provided an overview of the work of Appeals Committee on drafting the Health and Dental referendum. GAUBE has no opposition to the wording as recommended. BICKLEY noted that no revisions were recommended by Finance Committee. Same for SAFARI and Student Affairs Committee. SAFARI recommends further discussion on information sharing to members on this question.

Question 2: BICKLEY wanted to discuss the amount proposed for a fee increase up to \$5.00/term. GAUBE believes that this question is inappropriate as UVSS has not been forthcoming on budget information and financial controls. GAUBE is concerned about future cost control measures. TURNER recommended

leaving the decision up to our members. GAUBE felt there were enough concerns about financial management to prevent to this question from going to referendum. SAFARI asked if we could provide further information during the campaign period. MADDOX and TURNER recommends being upfront with the membership with what information we have and don't have from UVSS. GAUBE wants to include information on prior donations in referendum information sharing.

CARRIED - GAUBE abstains.

TASKS: TURNER to provide referendum questions to Webvote for posting by Feb 8, 2023 and on GSS website by Feb 2, 2023.

TASKS: SAFARI to provide GAUBE with SAC recommendations for information sharing on question 2. GAUBE to bring information drafting to Communications, including page on website, socials posts, infographics, FAQ. An information session will not be hosted as part of referendum campaign.

TURNER and Glenda BEECHAM, Health and Dental Coordinator, to prepare an FAQ, one-page flyer, social media posts on the proposed changes to the extended health and dental insurance and submit these to Communications Committee ahead of posting. An information session will not be hosted as part of referendum campaign.

Decision: The Board is not forming a referendum side for either question.

3. ELECTION PLANNING

Motion: RESOLVED the following schedule is approved for the 2023 Executive Board Election and Referendum:

- January 25, 2023 – first announcement that election will period will begin Feb 8
- February 8, 2023 – official announcement of election/referendum. Nominations open.
- February 8, 9-10am – Meet the Board event in person
- February 13, 5-6pm – Meet the Board event virtual
- February 22, 2023 – Nominations close
- February 27, 10-11am – Meet the Candidates events virtual
- February 28, 3:30-4:30pm – Meet the Candidates events in-person
- February 23-28, 2023 – Campaign period
- March 1-3 – Voting Days

M/S: MADDOX/BICKLEY

CARRIED

TASKS: TURNER to provide ballot request to webvote by February 8. TURNER to update webvote form with candidate names on February 23.

4. IAN STEWART COMPLEX CLOSURE

Lead: MADDOX

Reference: <https://www.timescolonist.com/local-news/uvics-ian-stewart-complex-to-be-replaced-with-housing-6437166>

Discussion: MADDUX introduced the issues: Ian Stewart Complex is closing in 2026 (currently this complex is primarily a ice rink used by community members) to be restructured as residential space – either as an endowment property or rentals for faculty. MADDUX proposed taking a stance on this as a board to consistently message to UVic leadership in Exec to Exec and Operational Relations going forward.

MADDUX proposed the GSS position should be that Ian Stewart residences should be prioritized for lower income people working on campus. GAUBE noted that the sale of Ian Stewart may free up capital to build other residences on campus.

TASK: MADDUX to propose an agenda item for Exec to Exec and Operational Relations:

Item: Ian Stewart

GSS Lead: MADDUX

Questions: What are the down stream effects of these plans are? How will space and money be utilized long term? What format of housing is proposed? What are the plans around affordability?

5. ROLE OF GSS IN SUPPORTING MEMBERS

Lead: GAUBE

For: Discussion

How can the GSS provide support to our membership while working within the confines of our constitution?

GAUBE notes that work on the annual plan priorities has not received adequate attention in the last two months. Responding to the emergent issues, particularly food security, has taken up the majority of board time and attention.

GAUBE notes that the RA employment campaign priority has been shelved in favour of these emergent issues but is an issue that impacts a significant number of members.

GAUBE notes that asking for further monetary or food supports from our members is not appropriate. BICKLEY felt we could provide direct supports to our members. Opportunities to provide direct supports are limited for our members, not just from the GSS but from UVic and supervisors, etc. BICKLEY noted that we need to be more strategic in maximizing impact for as many of our members as possible.

How do we provide direct supports that are within the scope of our organization's constitution, size, and budget?

BICKLEY recommends stop-gap funding to emergent issues, and that taking direct action on emergent issues could encourage other organizations both on- and off-campus to take action. GAUBE recommends that the GSS utilize off-campus resources more frequently as the GSS is very isolated and limited in our ability to meet all our members' needs, as is the University.

DECISION: The 2022-23 Board recommends that the 2023-24 Board form an annual plan where each action item/campaign aligns with a specific mandate within the GSS constitution to avoid scope creep.

6. WORKLOADS AND PRIORITIES OF BOARD AND MANAGEMENT

Lead: GAUBE

For: Discussion

What can be pared back and how do we focus our work for the next two months? What recommendations do we provide to the next board for keeping workloads manageable?

GAUBE noted that board and management workloads have become unmanageable and that TURNER needing to work while sick is not a healthy work environment. Greater focus, planning, and delegation is needed from all board members to improve this.

DECISION: The 2022-23 Board recommends that the 2023-24 Board form an annual plan with a specific work plan and that GRC Committees either move to more frequent committee meetings or focus on assigning tasks and reporting work completed back rather than completing work in committee meetings.

TASK: The 2022-23 Board commits to hosting a transition meeting with each GRC committee where they co-chair with their successor and have up to 5 hours of one-on-one transition meeting that must include at a minimum a review of work completed, current state of on-going projects, and overview of upcoming priorities.

7. GRAD HOUSE

Lead: GAUBE/BARNEY

For: Discussion

[BARNEY arrived at 10:43am]

How can the board encourage more sales in the Grad House? BARNEY has recommended streamlining department grants for departments wanting to host events in the Grad House. GAUBE has recommended strongly encouraging each department to host one event per year in the Grad House. TURNER recommends finalizing and sending a catering menu and room booking policy around to the faculty association, department heads, and campus unions.

BARNEY provided an overview of the current state of Grad House finances. The average restaurant/new business takes 18 months to turn a profit and that revenue generation is progressing, but not yet yielding a balanced budget.

BARNEY noted that Mondays and Tuesdays are not generating profit while Thursday and Fridays are doing well.

GAUBE recommended sandwiches boards across the bus loop for advertising, having standing nightly events (such as board game nights, rotating Friday events), encouraging each department to host one event per year in Grad House.

GAUBE recommended allocating funds for purchasing new patio furniture to improve patio service for the Summer. TURNER notes that this should be included in the 2023-24 budget or through a budget re-allocation for the 2022-23 budget if needed (could we float this through the Events budget? Is there sufficient funds in another budget line?)

TASK: TURNER and BARNEY to investigate budgetary impacts of purchasing new patio furniture and include this information in the budget presentation for the February 15, 2023 board meeting.

8. IN CAMERA SESSION

Reference Docs: Email re: [ED Performance Review](#), [ED Job Description](#), [ED Performance Review Template \(optional\)](#), [ED Performance Review Staff/Board Feedback Form Template \(optional\)](#)

For Discussion: Planning ED annual performance review.

TURNER recommends board select leads for this project (generally D. Fin and Chair), set timelines (including a minimum of one week for staff/board members to provide feedback) for review progress.

Motion: RESOLVED to go in-camera at 10:58am

BICKLEY/MADDOX

CARRIED

STANDING ITEMS PART 2

E. APPROVAL OF MINUTES

Motion: RESOLVED the minutes from the January 18, 2023 Executive Board Meeting are approved as presented.

M/S: MADDOX/BICKLEY

CARRIED

F. BUSINESS ARISING FROM PREVIOUS MEETINGS

Note: To ensure motion log is updated, ensure completed items are reported in the minutes.

Tasks Completed, Revoked or Abandoned (Report on tasks assigned here):

Tasks Completed:

Jan 3: Attend CES consultation

January 18: TASK: TURNER to circulate GRC agenda to GRC.

TASK: TURNER to alert Operational Relationship Committee Members of forthcoming questions.

TASK: TURNER to move forward with a comparative study between Canadian and European grad dorms for the next Work Study hire.

Tasks Abandoned:

Oct 4 MADDOX to prepare survey on funding

Nov 29: GRC training sessions booking

Motion: RESOLVED to suspend the Board/GRC training policy for the 2022-23 year.

M/S: MADDOX/SAFARI

CARRIED

G. COMMITTEE APPOINTMENTS

Please find supporting documents for further info on committees either in Appendix C or hyperlinked in the committee name.

Motion: RESOLVED to elect the following members to the below committees:

Committee: Appointment Committee for the Deputy Provost

Tabled.

TASK: TURNER to report to Appointment Committee for Deputy Provost that no GSS rep was selected.

H. CORRESPONDENCE RECEIVED

- Item 1: ABCS Open Letter on Sexualized Violence
- Item 2: Anonymous Reporting of Sexualized Violence
- Item 3: Mayor Murdock Meeting
- Item 4: Practica students

*Motion: RESOLVED the correspondence is received.
FURTHER RESOLVED that no action will be taken on the ABCS Open Letter.
M/S: MADDOX/BICKLEY
CARRIED*

TASK: MADDOX and SAFARI to plan, organize, and host a meeting with Mayor Murdock's office relating to housing availability/affordability and food security services in Saanich.

DECISION: Payment for practicum students is outside the scope of work the GSS can take on this campaign at this time.

[GAUBE and SAFARI left meeting at 11:21am]

I. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: Meeting Debrief Template

1. Meeting Debrief: Operational Relations Jan 19
2. Meeting Debrief: GRC January 24
3. Meeting Debrief: Course Evaluation Survey Consultation: Jan 27

All tabled as meeting lost quorum.

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: OKIBE no report

Director of Communications: GAUBE no report.

Director of Finance: BICKLEY has met with Finance Committee on the budgeting process.

Director of Services: MADDOX there are four election/referendum events forthcoming, along with many others.

Director of Student Affairs: SAFARI no report.

Executive Director: TURNER no report.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

GRC Agenda Item: Anonymous SA Reporting Tool

Feb 15: Agenda item: SAGM reports review and overview for GAUBE, SAGM task list

Feb 15: Agenda item: board overview/consultation on proposed budget

Mar 1: Agenda item: Approval of SAGM agenda (need: reports, budget, bylaw changes completed by end of Feb)

Mar 1: Agenda item: In-camera session without Executive Director to review annual performance review, discuss salary negotiation strategies. NB: Board and staff reviews should be completed in February!

Mar 15?: Agenda item: In-camera session with ED: Review results of Executive Director annual performance review

March 31: year end motions: Removal and Appointment of signing authorities, removal and appointment from UVic committees, removal and appointment of the Personnel Officer, payment of the electoral officer, year end financial transfers to Employee Leave Fund and Interfund Loans, renewal of Volunteer Victoria Membership

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: February 15, 2023 –Land acknowledgement by: BICKLEY.

Next GRC Meeting: Feb 28, 2023

SAGM: March 21, 2023

Office, Staff Scheduling Notes: Halpern Centre will closed for Reading Week Feb 20-24.

ADJOURNMENT

Motion: RESOLVED the meeting is adjourned at 11:25am.

M/S: MADDOX/BICKLEY

CARRIED

X

Greg GAUBE
GSS Vice Chair 2022-23

X

Kyla Turner
GSS Executive Director