

University of Victoria Graduate Students' Society

Executive Board
(HYBRID) MEETING MINUTES

APRIL 25, 2024

Zoom Link: <https://uvic.zoom.us/j/2244264481>

EXECUTIVE PRESENT:

Wyatt MADDUX, Chair;
Samuel FIELDER, Director of Finance;
Rosemary WEBB, Director of Internal/University Relations (online);
Jitendra PALAPARTY, Director of External Relations;
Maggie LAWTON, Director of Student Life;
Kyla TURNER, Executive Director (non-voting)

GUEST: Jade FISCHER, Chair, Stipend Review Committee

STANDING ITEMS PART 1

A. CALL TO ORDER

Meeting called to order at 12:03 by MADDUX.

B. TERRITORY ACKNOWLEDGEMENT

Territorial acknowledgement offered by WEBB from Toronto where they grew up and where they are currently attending a conference on Indigenous language revitalization. They spoke about the work around Indigenous language work as it relates to colonial trauma for the speakers of the language themselves.

C. APPROVAL OF AGENDA

Motion: to approve the agenda as presented.

M/S: FIELDER/MADDUX

CARRIED

NEW BUSINESS

1. ANNUAL PLANNING - BRAINSTORMING

Lead: MADDUX

For: Discussion

Key pillars identified in board training included: Partnership, Advocacy, Community, and Resources.

Previous annual plan's areas of focus were: 1. Engagement and Connectivity; 2. Grad Hub Space; 3. Grad House Restaurant; 4. Student Advocacy; 5. Student Support and Services

Kyla's recommendations: items 3 and the Work Study parts of 5 are management responsibilities. How can we boost our elected representatives' confidence and effectiveness in committee meetings across campus?

Are we providing the right level of support to our governance and event volunteers? What new and emerging issues are top of mind that might not have been on the Board's radar last year?

MADDOX noted that there is a lot of talk around campus about the change to an advocacy focused organization, from the UVSS, GRC, the university etc. This puts us in a really good place for annual planning, but we need to keep scope in mind so we don't bog ourselves down with unreasonable work expectations.

MADDOX recommended starting with slightly wordier titles for our areas of focus this year, and then using those as guides for our scope. He also recommended using "Events" as a pillar instead of Community as it is more specific and goal-oriented to help with plan drafting. Turning Partnerships, Advocacy, and Resources as our key themes for the year, we have potential sections like:

Developing opportunities for members – through advocacy/liaison training, advocating for a grad student seat at department level meetings and committees, through training opportunities through the Events committee (like naloxone, etc.), creating co-working/buddy system for volunteers and event attendance

Developing opportunities for members – to connect with decision makers, on- and off-campus organizations, each other, etc. and to engage your brain in new ways through hobbies, etc., creating a new graduate student mentorship program between advanced and newly arriving students,

Strengthening partnerships with campus organizations – by collaborating on events, communications (advertise through the campus bulletins, including materials about other campus opportunities in GSS communications), directly liaising to request feedback on GSS initiatives, encouraging GRC reps to volunteer in other campus organizations and ensure grad voices are heard and grad students are connected to those organizations, trading labour on boosting other orgs (e.g. inviting reps from different campus orgs to WC, etc.)

Leveraging existing resources to maximize impact – sending events committee members to other campus org's events to encourage grad students to connect with other events.

2. GRC MONTHLY REPORT INTRODUCTION

Lead: Jade FISCHER, Chair of Stipend Review Committee (SRC)

Reference: [Monthly report template](#)

For: Discussion

FISCHER provided a very fulsome overview of the monthly board reports, how SRC assesses them and use information in the reports, and the timelines for submitting reports. As a reminder, board members should submit their monthly reports in the first week of the month so that SRC can review in the second week in order to include the motion for approval in the third week when the GRC agenda is due.

3. ACTUAL GRC MEETING DEBRIEF – SO FORMAL! MUCH RECAP!

Lead: TURNER/MADDOX?

Reference: [Meeting Debrief Template \(link actually works now\)](#)

For: Discussion

What were the goals of GRC: Introduce Hobbes the cat to the board, gather feedback on the Supervision Policy and provide information regarding the CARSA/ATRS changes, discussed grad student representatives in department meetings. All goals were well met.

What worked well and could we repeat: More conversational approach worked well, having writing time to provide feedback in the meetings, open dialogue worked better. FIELDER noted that this is dependant

on the group dynamic and we should be able to pivot to meet the needs of GRC reps in terms of how to provide feedback.

What didn't work or could be improved: Once we get going with open dialogue, it's hard to reign it back in. We can improve by reducing our new business items to give more space for open conversation.

MADDOX noted that expanding the use of the anonymous feedback box would be useful. LAWTON noted that Google Sheets could be used for online anonymous feedback.

Did the board understand their roles, did they have the training, support, etc. to contribute to the meeting: The tech all worked well, LAWTON asked after committee member contact information (provided by Irfan within a week of the meeting. WEBB asked after what makes a good new business item. MADDOX noted that new business items could be those that require feedback and questions from our reps in order for them to serve well as liaisons to their home departments.

4. BOARD SUMMER SCHEDULING CHECK IN

Lead: MADDOX

Reference: Outlook Calendars for days!

For: Discussion

Motion: the board shall meet 12-1:30 on Tuesday, May 7 for Annual Planning

M/S:

CARRIED/FAILED

TASK: MADDOX to provide an agenda for the May 7, 2024 Annual Planning meeting

DECISIONS: Board vacations are approved are MADDOX May 10-22, June 15-28, LAWTON May 23-28, Jul 27-Aug 19, FIELDER June 2-9, June 22-29, Jul 6-20 (out of town but available online for July dates), WEBB June 13-16, June 19-25, July 30ish-Aug 5th (will be available online only Aug 5-12ish), PALAPARTY no dates available, TURNER July 10-Aug 6.

TASKS: All board members to put their dates away on the Outlook Calendar and share them with all other board members.

STANDING ITEMS PART 2

D. APPROVAL OF MINUTES

Motion: to approve the minutes from the April 18, 2024 Executive Board Meeting as presented.

M/S: LAWTON/WEBB

CARRIED

E. BUSINESS ARISING FROM PREVIOUS MEETINGS

Lead: TURNER

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

Items assigned to board members that Kyla thinks are complete or abandoned will be listed below and highlighted in yellow. If there's an item you were assigned below highlighted in yellow, please confirm if the task was completed, revoked, or abandoned!

Tasks Completed/Decisions fully acted upon:

Apr 18 TASK: TURNER to seek further info on the FGS equity working group for scope of work, meeting schedule, etc.

Apr 18 TASK: TURNER to confirm dinner with the UVSS.

Tasks revoked or abandoned:

F. COMMITTEE APPOINTMENTS

No appointments made.

G. CORRESPONDENCE RECEIVED

No correspondence received.

H. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: Meeting Debrief Template (link actually works now)

1. Debrief – FGS and AVP Student Affairs intros and how to collaborate with those offices
 - i. One-on-one meetings with the AVP Student Affairs will now happen with the Director of Internal/University Relations
 - ii. PALAPARTY asked how our collaboration with AVP works – MADDUX noted that this is done on an as-needed basis when there is information to share, for example student issues on campus, government relations, etc. TURNER directed her to the minutes from the April 18 meeting where DUNSDON provided this overview.
2. Operational Relations – May 15 – agenda items to submit
 - i. Kyla's suggestions: Lactation friendlier campus

I. LOBBYING REPORTS

Reference: Lobbying report template, Lobbying Report for Apr 22 Minister Beare Meeting

Reports due at the first meeting of every month.

J. ANNUAL PLAN CHECK-IN

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: MADDUX gave an overview of which meetings FIELDER and TURNER will need to support while he's away. MADDUX also asked after how the board would like their work to be managed by him this year.s

Director of Finance: FIELDER no report.

Director of Internal/University Relations: WEBB attended FGS Council – re: BC PNP: the Ministry has no intention to institute a grandfather clause for students currently enrolled. Re: Student communications and reading emails, which was already addressed at GRC.

Director of External Relations: PALAPARTY no report.

Director of Student Life: LAWTON got three new people on Events committee who are all super engaged.

Executive Director: TURNER will be out tomorrow on sick leave.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

Notice of agenda item: Adding an October GRC meeting – May 9

Notice of agenda item: Canceling June GRC – May 9

Notice of agenda item: Meet and Greet with Student Wellness Centre and Library reps – May 23

Notice of agenda item: Meet and Greet with ICS and GC teams – June 6

Notice of agenda item: Rescheduling board meetings after June 6

UPCOMING MEETINGS AND IMPORTANT DATES

****Task Reminder: Please be sure your meetings and events are up to date on OUTLOOK CALENDAR****

Next Executive Meetings: May 9, 2024

Next GRC Meeting: May 28, 2024

AGM: October 22, 2024

Office, Staff Scheduling: Irfy will be out of office May 10. Neil will be out May 27-31.

ADJOURNMENT

Motion: to adjourn the meeting.

M/S:

CARRIED/FAILED



Wyatt MADDUX
GSS Chair 2024-25



Kyla Turner
GSS Executive Director

