

University of Victoria Graduate Students' Society

## Executive Board (HYBRID) MEETING MINUTES

SEPTEMBER 24, 2024

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

### EXECUTIVE INVITED:

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

REGRETS: Wyatt MADDOX, Chair;

## STANDING ITEMS PART 1

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### A. CALL TO ORDER

Meeting called to order by FIELDER at 9:17am.

### B. TERRITORY ACKNOWLEDGEMENT

Territorial acknowledgement offered by WEBB. They will be investigating the mid-autumn festivals of the nations around their parents' hometown. FIELDER also shared that during a department paper session there was a discussion about relations with native Hawaiians in the use of the astronomy facilities in Hawaii as many astronomy facilities are built on sacred ground. FIELDER is advocating for more work like this to be presented in his department and more acceptance of reconciliation work in paper sessions.

### C. APPROVAL OF AGENDA

*Motion: to approve the agenda as presented.*

*M/S: WEBB/LAWTON*

*CARRIED*

## NEW BUSINESS

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### 1. DEPARTMENT-LEVEL GRADUATE POLICY SUPERVISION POLICY 9:20

Lead: Fielder

Description: The PAGSA Graduate Supervision Policy Working Group recently conducted a survey to all Physics and Astronomy students and faculty, asking questions about the nature of expectations of workloads and relationships with their supervisors. This was presented at the Physics and Astronomy Departmental Meeting on September 16th, 2024 for an open discussion. Additionally, the working group has put together a draft of a Supervision Agreement form, meant to open discussion upon entry to their program about typical

expectations. Further work within the Department and the working group will be conducted to hopefully roll out this Agreement Form (and future departmental level policy) later next year.

FIELDER reported that his department is working on Supervision Agreement forms to respond to a number of poor supervisory relationships in his department. These agreements will lay out tools and expectations for communications, workload, working times, funding, etc. The second part of this work is a department-level supervision policy that will outline the expectations and needs of graduate students within the department.

While this work has been going on, the department also voted to deny graduate students access to the department level meetings and asked only elected representatives to attend meetings.

TURNER noted that the gap between FGS level policy and department level handbooks was a result of how the two documents were created: the FGS supervision policy was written in 2017 with a requirement for departments to create their own handbooks. This work happening in Phys./Astro. Is plugging the gap between these documents. WEBB reported the conversations from FGS council and noted that the agreement seemed like a strong tool. PALAPARTY noted the differences in degree expectations for all the programs in her department which would make a department level policies a challenge.

## 2. AGM MEMBERSHIP LIST

Lead: TURNER

For: Decision

*Motion: The cut-off date for membership for voting privileges at the October 22, 2024 AGM will be September 30, 2024.*

*M/S: WEBB/LAWTON*

*CARRIED*

**TASK REMINDER: All board members to complete their AGM reports and upload to TEAMS by October 8.**

## 3. INTERNATIONAL STUDENT CAPS – NOW INCLUDES GRAD STUDENTS IN 2025

Lead: TURNER

REF DOCS: <https://www.canada.ca/en/immigration-refugees-citizenship/news/2024/09/strengthening-temporary-residence-programs-for-sustainable-volumes.html>

Pull quote: "The 2025–2026 study permit intake cap will include master's and doctoral students who will now have to submit a provincial or territorial attestation letter. We will be reserving approximately 12% of allocation spaces for these students in recognition of the benefits they bring to the Canadian labour market."

For: Discussion

TURNER noted: These caps will now impact our overall organizational budget and we will need to significantly decrease discretionary spending in the 2025-26 budget to prepare for decreases in enrolment. Her attention will primarily be on the operational budgetary impacts for the next year and she asked for board member support around advocacy and support for members.

PALAPARTY gave an overview of the federal and provincial level policies that will impact international enrolment in the coming years, including spousal work permit restrictions, program length requirements, etc. PALAPARTY reported that she advocate to the UVic Registrar to improve reporting for full-time

status for international students with disability. UVic policy states that students with a disclosed disability can be considered full-time with 1.5 units/term registration but their reporting must improve to show these students as full-time to IRCC.

**TASK: WEBB to meet with ICS and GARO re: attestation letters to include sufficient study time to allow for students to be eligible for spousal work permits.**

**TASK: WEBB and PALAPARTY to advocate to UVic to model their enrolment for students with a disability after UBC for immigration and visa purposes.**

## STANDING ITEMS PART 2

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### D. APPROVAL OF MINUTES

*Motion: to approve the minutes from the September 10, 2024 Executive Board Meeting as presented.*

*M/S: WEBB/FIELDER*

*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:**

Sept 10 - TASK: TURNER to reach out to the UVSS to invite their board to a GSS board meeting to discuss the food bank.

### F. COMMITTEE APPOINTMENTS

*Motion: to elect the following members to the following committees:*

*Committee: Sexualized Violence Prevention Policy Review Working Group (see Appendix D)*

*Member: Jitendra PALAPARTY*

*M/S: PALAPARTY/WEBB*

*CARRIED*

**TASK: PALAPARTY and WEBB to sign up for third party reporter training and PALAPARTY to send her statement of interest to the Sexualized Violence Prevention Policy Review Working Group.**

### G. CORRESPONDENCE RECEIVED (APPENDIX D)

Item 1: SVP Policy Review Update and Working Group (Appendix D and [attachment](#))

Item 2: Third Party Reporting on Sexualized Violence training through BC gov

*Motion: to receive the correspondence.*

*M/S: PALAPARTY/WEBB*



CARRIED

H. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: [Meeting Debrief Template](#)

1. Meeting debrief
2. Meeting agenda planning

I. LOBBYING REPORTS

Reports due at the first meeting of every month.

J. ANNUAL PLAN CHECK-IN

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CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: MADDUX no report.

Director of Finance: FIELDER no report.

Director of Internal/University Relations: WEBB has met with SSD and President Hall re: Campus Planning and Campus Accessibility committees. It was supposed to be a listening session for ways UVic can improve accessibility. They also met with Megan, the Inclusive Wellness coordinator, regarding yoga for all bodies. FGS Council last night was mostly introductory.

Director of External Relations: PALAPARTY no report.

Director of Student Life: LAWTON BBQ went great. October events are planned and LAWTON is reviewing EGRS applications now. She's handling many questions from applicants to GSAW and EGRS. Events committee will meet on October 1. LAWTON and WEBB will schedule a volunteer meeting the week before GSAW.

Executive Director: TURNER reported on the challenges and successes of the opt-in/out period for the front office staff.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

Create questions list for Food Bank meeting with UVSS

December meeting: Annual Plan review

UPCOMING MEETINGS AND IMPORTANT DATES

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

Next Executive Meetings: October 8, 2024

Next GRC Meeting: September 24, 2024 TONIGHT!

AGM: October 22, 2024

Office, Staff Scheduling: Neil is on vacation Oct 1-4.

ADJOURNMENT

Motion: to adjourn the meeting at 10:40.  
M/S: FIELDER/WEBB  
CARRIED

X

Sam FIELDER  
GSS Vice Chair 2024-25

X

Kyla Turner  
GSS Executive Director

## APPENDIX D – CORRESPONDENCE RECEIVED

### Item 1: SVP Policy Review Update and Working Group

**From:** EQHR Policy Review <policyreview@uvic.ca>

**Sent:** September 10, 2024 3:58 PM

**To:** GSS Chair <gsschair@uvic.ca>; GSS Director of Student Life <gsslife@uvic.ca>; Samuel Fielder - GSS Director of Finance <gssfinan@uvic.ca>; GSS Director of External Relations <gssexternal@uvic.ca>; GSS Director of Internal/University Relations <gssinternal@uvic.ca>; Kyla Turner - Executive Director, Graduate Students' Society <gssmgr@uvic.ca>

**Subject:** recruitment for SVPR policy review advisory group

Hello GSS,

Thank you for participating in the preliminary survey on the Sexualized Violence Prevention and Response (SVPR) Policy review back in June. Based on the responses we've now set an engagement plan for this policy review, check out the plan on the new website.

As this policy plays an important role in UVic's strategy for preventing and responding to sexualized violence, we hope we can count on your support reaching UVic students throughout this review process.

### Upcoming Survey

The first way we will be asking for broad campus input will be through a survey, this has typically been the most popular mode of engagement for students. The survey will be launched next week (week of the September 16th) and has been carefully constructed to ensure those participating know the content might be upsetting to some and has links to campus, community and crisis supports.

### Advisory Group

To create an opportunity for more in-depth community engagement to inform the policy revisions, we will be forming an advisory group. This group of students, staff, faculty and other UVic employees will meet biweekly through October and November to conduct a focused review of key areas of the SVPR policy. More details are in the attached member recruitment document.

We are looking to the GSS to appoint a graduate student to participate in this group. This appointee can be a GSS director, rep, staff member or other but they need to be a current student. Students not otherwise compensated through their role will be paid an honorarium for their participation. In recommending a member, please review the committee role and eligibility requirements and commitments outlined in the

attached document and please be sure to confirm interest and eligibility with your nominee. Please email us the name and contact information of the selected student by September 23rd.

Let us know if you have any questions about the review process.

Best,

Cassbreea Dewis and Paloma Ponti

[policyreview@uvic.ca](mailto:policyreview@uvic.ca)

Item 2: Third Party Reporting on Sexualized Violence training through BC gov

**From:** PSFS SPI Sexualized Violence Policy PSFS:EX <PSFS.SPI.SexualizedViolencePolicy@gov.bc.ca>

**Sent:** September 9, 2024 4:13 PM

**Subject:** EVA BC Workshop on Third Party Reporting (TPR) for Survivors of Sexual Assault

Hello everyone,

You are invited to attend a Third-party Reporting (TPR) training. This workshop will be presented by EVA BC ([EVA BC Website](#)).

This workshop provides brief information on the social context and legal options for survivors of sexual assault as it relates to TPR, the history of TPR including the development of the provincial protocol, the definition of TPR, when TPR can and cannot be used, and how to refer survivors for a TPR. Please join this workshop to learn more about TPR.

Please be advised that the training has limited spaces and will not be recorded. Please register below. We look forward to seeing you at the training.

**Third Party Reporting (TPR) for Survivors of Sexual Assault** *(for Student Association representatives)*

**Date:** October 9, 2024. 1:30pm-3:00pm

**[Register Here](#)**

If you have any questions about this training or registration, please contact EVA BC at [ccss@endingviolence.org](mailto:ccss@endingviolence.org).

Thank you,

On behalf of the Sexualized Violence Policy Team

Ministry of Post-Secondary Education and Future Skills

Email: [PSFS.SPI.SexualizedViolencePolicy@gov.bc.ca](mailto:PSFS.SPI.SexualizedViolencePolicy@gov.bc.ca)

*I am grateful to live, learn/unlearn, work, and play on the traditional and unceded territory of the Coast Salish Peoples, the traditional territories of the Snuneymuxw, First Nations People.*