

University of Victoria Graduate Students' Society

Executive Board (HYBRID) MEETING MINUTES

DECEMBER 17, 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;

Jitendra PALAPARTY, Director of External Relations;

Maggie LAWTON, Director of Student Life;

Kyla TURNER, Executive Director (non-voting);

STANDING ITEMS PART 1

A. CALL TO ORDER

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

B. TERRITORY ACKNOWLEDGEMENT

Territorial acknowledgement offered by FIELDER.

C. APPROVAL OF AGENDA

Motion: to approve the agenda as presented.

M/S: LAWTON/WEBB

CARRIED

NEW BUSINESS

1. BOARD MEETING SCHEDULE

Lead: MADDUX

For: Decision

GRC meets Jan 28, Feb 25, and the SAGM is Mar 25. Let's avoid meeting on those mornings.

Motion: the Executive Board shall meet on the following schedule:

Tuesday, January 7, 9:15-10:45

Tuesday, January 21, 9:15-10:45

Tuesday, February 4, 9:15-10:45

Tuesday, February 25, 9:15-10:45

Tuesday, March 4, 9:15-10:45

Tuesday, March 18, 9:15-10:45

Friday, March 28, 9:15-12 for a transition meeting with the 2025-26 Board

M/S: MADDUX/FIELDER

CARRIED

2. ELECTION AND REFERENDUM SCHEDULE/DOCUMENTS REVIEW

Lead: TURNER

REF DOC: [Draft campaign package](#), [Draft nomination package](#)

For: Discussion

Draft schedule: Formal notice of the referendum/election will go out Feb 5. **This means we should try to have the text of any referenda (like Food Bank) ready by that date.** Board nominations open Feb 10-Feb 24. Campaign period runs Feb 25-Mar 4 and voting takes place Mar 5-7.

I've booked election related events during Wednesday Coffees, including Meet the Board on Feb 5 and Meet the Candidates on Feb 26. Please do your best to be available for the Meet the Board event to encourage people to run for your position!

1. Please ensure that these dates are in your calendars as you plan your Spring semester workflow.
2. We must review the nomination and campaign packages to ensure that there aren't any gaps as there were last referendum (yes, the guilt about the missed info about external bodies campaigning for us still haunts me). Drafts of all these documents were prepared in the Summer/Spring last year immediately after the last election/referendum. The highlighted or red text material has been revised. Do these cover everything they need?

3. IN-CAMERA: LABOUR – EXECUTIVE DIRECTOR ANNUAL REVIEW

Lead: MADDOX

STANDING ITEMS PART 2

D. APPROVAL OF MINUTES

Motion: to approve the minutes from the December 3, 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:

Tasks revoked or abandoned:

F. COMMITTEE APPOINTMENTS

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

Committee: [Appointment Committee – University President](#)

Member: Wyatt Maddox

M/S: FIELDER/LAWTON

CARRIED

G. CORRESPONDENCE RECEIVED

Item 1: UVSS Food Bank Referendum Update

Item 2: Graduate Studies Career Educator Introduction

Motion: to receive the correspondence.

M/S: FIELDER/LAWTON

CARRIED

H. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: [Meeting Debrief Template](#)

1. Meeting debrief

2. Meeting agenda planning

i. Operational Relations January 15

Item: WorkSafe BC Coverage for Graduate Student Researchers

Lead: Ben McAllister

Questions: Could you outline when graduate students are and are not covered by UVic's WorkSafe insurance or other site insurance? (Kyla provided a written summary of her conversation with Ben to the GSS Board on December 3.)

There appear to be significant gaps in insurance coverage for graduate student researchers when it comes to accessing support in the event of a research-related injury due to their student status. What supports are the University considering to cover these gaps?

ADD IN GRC QUESTIONS!

Item: Enrolment Projections

Lead: UVic

Questions: Any news of graduate enrolment projections for 2025-26?

Item: Renaming ATRS Fee

Lead: Greengoe or other

Questions: Has UVic decided to move forward with renaming the ATRS fee?

Item: New Dorm Building

Lead: Joel Lynn, representative from Government Relations?

Question: Requesting a presentation of the next dorm building plan prior to the plans going to community consultation.

The GSS has a seat on the Gordon Head Community Association. We'd like more information from UVic on which other community associations are best to target for further advocacy to support UVic's community engagements.

I. LOBBYING REPORTS

Reports due at the first meeting of every month.

J. ANNUAL PLAN CHECK-IN— ACTUAL FULSOME REVIEW!

1. FOSTERING STUDENT-CENTRIC PARTNERSHIPS

Discussion points for indicators of success included Jitendra's connection to Gordon Head Community Association; UVSS networking; GRC's effectiveness; Events co-run and supported across campus; Rosemary's work with the AIR program;

Discussion points for further growth included Maggie's plan to connect with Indigenous student groups; career advising services; community associations regarding the next UVic dorm

2. ADVOCATING FOR GRADUATE STUDENT SUPPORT AND WELL-BEING

Discussion points for success: naloxone training; the SWC physician payrates; gender affirming care on our insurance plan.

Discussion points for further growth: telehealth access for students and communications with our members (guide on how to use these services – task for A&C)

3. FACILITATING PERSONAL AND PROFESSIONAL DEVELOPMENT OPPORTUNITIES

Discussion points for success: GRC development; Events and other volunteers being very successful in their work; project and volunteer management by board members over GRC committees

Discussion points for further growth: Board transition preparedness; career educator; wellness events

4. PROVIDING ACCESS TO ON AND OFF-CAMPUS RESOURCES

Discussion points for success: Gordon Head Community Association; CARSA advocacy work from A&C; next UVic dorm building; food bank advocacy; EGRS and GSAW

Discussion points for further growth: Food security list made public facing; GSAW supervision panel restructuring to workshop on creating supervisory relationship agreements

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: MADDOX There was no FGS Executive Council due to a lack of agenda items. BPC is going well and is anticipating Sam's financial policy documents in the new year.

Director of Finance: FIELDER and TURNER will be moving forward with hiring a new contractor to re-design our website today. FIELDER provided an overview of project plan and RFP process. FIELDER has also met with StudentCare along with TURNER and MADDOX last week. FIELDER is preparing to send financial policies to BPC.

Director of Internal/University Relations: WEBB needs to reconnect to Senate due to lack of invites for Senate meetings. Will develop the next A&C committee with Jitendra shortly.

Director of External Relations: PALAPARTY provided updates from GSSBC: re: International Student Health Fee – GSSBC is still moving forward on that campaign. GSSBC is awaiting a meeting with Minister Kang in Vancouver regarding increasing base funding for PSIs and multi-year commitments to increased funding. GSSBC requested that PALAPARTY provide a list of advocacy goals from the UVIC GSS for the upcoming meeting with Minister. This has been added to the next board agenda.

Regarding board recruitment, Jitendra connected with Sarah Roberts about the Director of Internal Relations position.

Director of Student Life: LAWTON events have been planned for January with a lot of volunteer engagement.

Executive Director: TURNER to provide an overview from the Campus Overdose Prevention and Response Committee (COPRC)'s process for planning campus awareness and support events on the anniversary of a lethal overdose on campus. The family of the student who passed have not yet provided any guidance to UVic about what they would like to see from the University. The University will not take action without the approval of the family and does not recommend that students organize events without approval from the family. Survivors and others directly impacted by the overdoses have supports coordinated by OSL. TURNER indicated at COPRC that she could work with UVSS (not present at COPRC) in January to put a rush on event planning if necessary as she has experience in planning overdose awareness events in relation to a specific overdose death.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

GSSBC advocacy priorities

UPCOMING MEETINGS AND IMPORTANT DATES

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

Next Executive Meetings: January 7, 2025

Next GRC Meeting: January 28, 2025

AGM: March 25, 2025

Office, Staff Scheduling: The GSS will be closed from December 23 to January 3 inclusive for Winter Break. Kyla will be out Tuesday, January 7 for eye surgery.

ADJOURNMENT

Motion: to adjourn the meeting at 11am.

M/S: FIELDER/WEBB

CARRIED

X

Wyatt MADDOX
GSS Chair 2024-25

X

Kyla Turner
GSS Executive Director

APPENDIX D – CORRESPONDENCE RECEIVED

Item 1: UVSS Food Bank Update

From: Khushi Wadhwa - UVSS Director of Finance & Operations <finance@uvss.ca>

Sent: December 9, 2024 5:08 PM

To: Kyla Turner - Executive Director, Graduate Students' Society <gssmgr@uvic.ca>

Cc: UVSS HR & Administrative Services Manager <hradmin@uvss.ca>; Dale Robertson - UVSS General Manager <uvssgm@uvss.ca>

Subject: RE: UVSS Food Bank Referenda Question

Hi Kyla,

Hope you had a wonderful weekend. I wanted to let you know that UVSS is not in favour of doing a referenda question for this year, maybe next would be better. We'd still like to go ahead with the working group and support GSS in their referenda to the best of our capacities.

The argument made behind not doing so has been:

1. in good conscious, we cannot ask the demographic that has been using the foodbank the least for another increase
2. we just increased our fee last year for our operations and do not think it will be the best idea to ask for another one in this consecutive year- ideally, the year after we ask for an increase once we have a decision on the budget proposal and better stats tracking and outreach to undergrads for the foodbank (so that the ask for the increase can be more proportionate to usage by groups).

I thought it would be best to let you know ASAP 😊

Please let me know if you have any more questions.

Khushi Wadhwa

Director of Finance and Operations | University of Victoria Students' Society

Unceded, unsundered territories of the Lekwungen and W̱SÁNEĆ peoples

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UVSS - Run by students, for students.

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Item 2: Graduate Studies Career Educator Introduction

From: Samantha Ogradnik <samanthaogradnik@uvic.ca>

Sent: December 6, 2024 12:12 PM

To: GSS Chair <gsschair@uvic.ca>; Kyla Turner - Executive Director, Graduate Students' Society <gssmgr@uvic.ca>; GSS Director of Student Life <gsslife@uvic.ca>

Subject: Hello and Introduction

Hello,

My name is Samantha, and starting January 6, 2025, I will be the new Graduate Studies Career Educator. I am writing to connect, as I would love to meet with you to discuss how I may best serve graduate students in 2025.

As a Career Educator, my role is to provide support for the following:

- Résumé and CV writing best practices
- Networking tips and tricks
- Interview practice
- Help with the job search – academic and non-academic roles
- Academic program applications

- Using Linked in for making professional connections
- Ethical and effective use of AI
- Career exploration
- Workshops or one-on-one appointments for any of the topics above

I am open to hearing about other ways I could possibly offer support as well!

I am really excited about this new role and would love to know your thoughts on the best ways to promote my services to grad students. I will have some promotional materials made in the next week or so (digital and paper posters, digicaster slides). Last year we briefly attended the Wednesday coffees at the Grad House and I would do that again if you thought it would be useful.

Please let me know when you are available to connect. I am on campus Tuesdays, Wednesdays and Fridays.

Looking forward to meeting in person (please also let me know who I should continue to keep in contact with moving forward),

Samantha Ogrodnik, M.Ed., CDP

Career Educator, Human and Social Development & Science

Career Services

University of Victoria

Phone: 721-6364

Web: <http://www.uvic.ca/career-services>

Portal: <http://learninginmotion.uvic.ca>

