

University of Victoria Graduate Students' Society

Executive Board  
(HYBRID) MEETING MINUTES

JANUARY 7, 2025

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

**EXECUTIVE INVITED:**

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;

**REGRETS:** Kyla TURNER, Executive Director (non-voting);

---

STANDING ITEMS PART 1

A. CALL TO ORDER

Meeting called to order at 9:19am by MADDUX.

B. TERRITORY ACKNOWLEDGEMENT

Given by MADDUX.

C. APPROVAL OF AGENDA

*Motion: to approve the agenda as presented.*

*M/S: LAWTON/WEBB*

*CARRIED*

---

NEW BUSINESS

1. GSSBC REQUEST FOR ADVOCACY PRIORITIES

Lead: PALAPARTY

For: Discussion

The GSSBC is meeting with Minister Kang soon. They are aware of our advocacy priority for a PSI funding review. What other advocacy priorities to the Ministry for Post-Secondary Education does the GSS have?

PALAPARTY gives raising funding as a priority, request for removing international student health fee. GSSBC has asked their participants to talk to their student societies to gather feedback for what topics are important to them.

WEBB has drafted (with committee) a letter for Minister Kang, calling for re-opening a review of models for post-secondary education. Highlighting importance for transition outside academia, and health care.

MADDOX supports on-campus housing and how housing needs has continually risen in the past decade, despite the investments made by post-secondary institutions. More push on this should be prioritized for this upcoming government.

**Task: PALAPARTY to bring on-campus housing and housing affordability as the main priority for the GSSBC meeting. PALAPARTY to agree to PSI funding review.**

## 2. CAMPUS AFFORDABILITY GROUP

Lead: MADDOX

REF DOC: <https://www.uvic.ca/students/student-life/affordability/index.php>, Appendix D email, Food Committee Meeting ppt

For: Discussion:

Based on the concerns raised about on-campus food prices at GRC in December, does the Board think inviting members of the Campus Affordability Working Group to GRC to present on their work would be beneficial? This is the group that put together the Student Affordability website (linked above). Also, do folks want to seek a seat on the Residence Dining Advisory Committee?

PALAPARTY: transition to all-access system? It's already too expensive, so why not charge a little more, and we can make the switch to this system.

**Informal Motion: Executive Board moves to have CAWG attend a GRC meeting to present their work.**

MADDOX/WEBB: Promote RDAC seat to be a GRC member that have interacted with the meal plan.

**TASK: WEBB to reach out to RDAC to seek a seat on the committee.**

## 3. EXECUTIVE DIRECTOR JOB DESCRIPTION REVIEW

Lead: MADDOX/FIELDER

REF DOC: 2024 ED Job Description Review

For: Discussion

Y'all have 1.5 hours of meeting time without me. If the board really wants to get into the nitty-gritty of my job description, now is an EXCELLENT time to do it. Just minute accordingly (by which I mean don't write down shit I shouldn't see until meeting with Wyatt and Sam about this JD.)

*Large portion of the discussion is to keep the Student Case Management (SCM) portion constrained in nature. The Board likes the inclusion of this section but would like to use caution in time expensed to this section of her job portfolio.*

WEBB: Grant writing – Linking this to be reasonable and required, along with linking this with the Executive Board (in general and to who is capable).

WEBB: Communications category needs some wording tweaks (e.g., "assist").

**TASK: MADDOX and FIELDER to take this to ED for a workshop. Executive Board will have a final review once completed.**

## D. APPROVAL OF MINUTES

*Motion: to approve the minutes from the December 17, 2024 Executive Board Meeting as presented [OR with minor corrections as provided].*

*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:**

**Tasks revoked or abandoned:**

**Nov 19 - TASK:** TURNER to respond to the Here2Talk survey.

## F. COMMITTEE APPOINTMENTS (APPENDIX C) 10:00

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

*Committee: Appointment Committee – FGS Associate Dean*

**Appointment Committee Meeting Schedule:**

	Date
Meeting 1	Feb 24 <sup>th</sup> 9:00-12:00
Meeting 2	Mar 10 <sup>th</sup> 10:00-11:30
Meeting 3	Mar 17 <sup>th</sup> 10:00-11:30
Meeting 4	Mar 31 <sup>st</sup> 10:00-11:30

**Task: LAWTON to take, if possible, otherwise push to January GRC for a GRC Member to take instead.**

## G. CORRESPONDENCE RECEIVED (APPENDIX D)

Item 1: Divest UVic Update

**TASK: WEBB to highlight (read: brag about) this at the upcoming GRC meeting (given the approval of BOG).**

Item 2: Jim Forbes Affordability Update

Item 3: Faculty Association Joint Advocacy Meeting Request (please send Kyla your availability to meet!)

**TASK: WEBB and PALAPARTY to set up Buddy Meeting with Committee member for this meeting request.**

*Motion: to receive the correspondence.*

*M/S: LAWTON/WEBB*

*CARRIED*

## H. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: Meeting Debrief Template

**1.** Meeting debrief: December GRC

MADDOX: Highlights the amazing turnout from the December GRC meeting.

**TASK: LAWTON and FIELDER to respond to the Working Group (nay on referendum) and set up meeting with community contacts.**

**2.** Meeting agenda planning:

- i. Strategizing for Operational Relations on January 15. See Kyla's Dec 18 email for submitted agenda items
- ii. Agenda planning for January 31 Exec to Exec. Reminders for what Exec to Exec is:  
Exec-to-Exec: UVic leaders in attendance: President, University Secretary, VP-Academic and Provost, VP-External Relations, VP-Finance and Operations, VP-Research and Innovation, VP-Indigenous, Associate VP-Student Affairs, Dean of FGS

Issues to be addressed: Issues that intersect with the strategic goals of the university and GSS. For example:

Government Relations (i.e. joint advocacy campaigns to the Province or Federal Gov't)

UVic's strategic plan, strategic enrolment plans, etc.

GSS strategic plan and key areas of focus (e.g. COVID safety planning, cost of living, etc.)

**Reminders of last meeting's agenda items:** International enrolment vis a vis visa caps, duration of master's programs and part-time enrolment with full-time status for students with a disability; Provincial PSI funding model review; the next dorm building as it relates to Provincial funding; Elizabeth Croft (VP Academic and Provost) recommended the next dorm and the new faculty of health for areas for joint advocacy

**Kyla's suggested items:** ask whether UVic's strategy for approaching the Province for more funding has changed since October 30 and include in the agenda the letter from Advocacy and Campaigns calling on the Province to review the PSI funding model;

**Kyla's question for Jitendra:** given that the two of us had a pretty thorough update from Tricia Best and Marc Bavin, Associate Registrar, on the new BC International Education Framework on December 11, I'm hesitant to simply re-hash any information from either the Oct 30 Exec-to-Exec or Dec 11 ICS meeting. I don't think there has been enough time for UVic to make meaningful change between Dec 11-Jan 31. If anything, I think we can ask for an update on the CAL full-time study status since they were looking into that in October. **What are your thoughts? -> YES TO THIS**

I. LOBBYING REPORTS

Reports due at the first meeting of every month.

J. ANNUAL PLAN CHECK-IN: LAST TERM AND TRANSITION PLANNING

1. FOSTERING STUDENT-CENTRIC PARTNERSHIPS

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

4. PROVIDING ACCESS TO ON AND OFF-CAMPUS RESOURCES

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

**TASK: Board Members to craft a transition plan for their successor, to allow for the smoothest transition possible.**

## CLOSING ITEMS

### EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: MADDOX

Director of Finance: FIELDER

Director of Internal/University Relations: WEBB

Director of External Relations: PALAPARTY

Director of Student Life: LAWTON

Executive Director: TURNER no report. The hole in her eyeball that's not supposed to be there got laser welded shut today and she thinks that's a little gross.

### NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

### 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 21, 2025

Next GRC Meeting: January 28, 2025

AGM: March 25, 2025

Office, Staff Scheduling: The GSS will be closed from February 17-21 inclusive for Reading Week.

### ADJOURNMENT

*Motion: to adjourn the meeting.*

*M/S: MADDOX/FIELDER*

*CARRIED*

X

Wyatt MADDOX  
GSS Chair 2024-25

X

Samuel FIELDER  
GSS Director of Finance 2024-25

## APPENDIX D – CORRESPONDENCE RECEIVED

## Item 1: Divest UVic Update

From: **Divest Uvic** <[divestuvic@gmail.com](mailto:divestuvic@gmail.com)>

Date: Tue, Dec 17, 2024 at 5:53 PM

Subject: Good news!

To: <[contact@uvicsu.ca](mailto:contact@uvicsu.ca)>, Beau Houle - GEM Coordinator <[gemcentre@uvss.ca](mailto:gemcentre@uvss.ca)>, Lyndsay Silvestre - CCG Office Coordinator <[ccgarden@uvic.ca](mailto:ccgarden@uvic.ca)>, Katia Bannister - UVic Sustainability Project Coordinator <[sustainability@uvic.ca](mailto:sustainability@uvic.ca)>, Adrean Meuser - SSD Office Coordinator <[uvicssd@uvic.ca](mailto:uvicssd@uvic.ca)>, Sophie Chen <[sophiechen726@gmail.com](mailto:sophiechen726@gmail.com)>, BOAS Uvic <[boasuvic@gmail.com](mailto:boasuvic@gmail.com)>, <[gssoffice@uvic.ca](mailto:gssoffice@uvic.ca)>, <[uvicsogs@gmail.com](mailto:uvicsogs@gmail.com)>, Sarah Buchanan - UVSS Director of Events <[events@uvss.ca](mailto:events@uvss.ca)>

## Hi Endorsement Groups!

We have some exciting news. Around two weeks ago, we met again with the UVic Financial Planning and Operations team to discuss our proposal further. They have approved of our proposal and have included it in their Responsible Investment Policy review recommendations, which will be presented to the Board of Governors at the end of January for them to vote on!

Below we have attached items 6 and 7 of their draft document (which reference our proposal). Please note that this information is only to be shared between the 10 groups in this email that have endorsed our proposal. It is not yet public information and has not yet been reviewed or approved by the UVic Board of Governors.

Thank you for your continued support and **please email us by December 31st with any comments, or suggestions to this draft**. We will compile your feedback and present it to the financial planning and operations team.

Best,  
Zoé and Hailey

6. As discussed, we are supportive of Divest UVic's recommendation in incorporating the principles of UN Global Compact into the Policy and are recommending mention of UNGC and its principles in two specific areas:

- a. As background for UVic becoming a PRI signatory, we are recommending making the following statement: "The PRI was developed by an international group of institutional investors reflecting the increasing relevance of ESG issues to investment practices. Launched by the United Nations Environment Programme Finance Initiative and the United Nations Global Compact, the PRI provides a voluntary framework by which all investors can incorporate ESG issues into their decision-making and ownership practices and so better align their objectives with those of society at large." This statement is sourced directly from UNGC's website.
- b. We are recommending including a new section within the Policy called "Stewardship" which is defined as "the use of investor rights and influence to protect and enhance overall long-term value for clients and beneficiaries, including the common economic, social, and environmental assets on which their interests depend." The recommended introduction to Stewardship starts with the following paragraph: "The university believes stewardship improves the management of ESG risks and opportunities, which will be important to deliver superior long-term risk-adjusted returns. The university will exercise its rights as an investor by taking into account ESG considerations and use the stewardship tools listed below in its overall management of ESG risks and opportunities. The university commits to incorporating the ten principles of United Nations Global Compact in the execution of this policy."

7. Within the new Stewardship section, there is a recommended sub-section titled "Exclusions" which is defined as "the acts of barring companies' securities from being purchased for a portfolio due to business activities that are deemed unethical, harmful to society, or in breach of laws or regulations." We are recommending exclusions to "investment in companies considered to be manufacturers of nuclear weapons, cluster munitions, anti-personnel

mines, weapons systems integration services, or other weapons of mass destruction, in keeping with statutory investment restrictions and under international treaties and conventions signed by Canada prohibiting the development, manufacture and distribution of such products.”

Item 2: Jim Forbes Affordability Update

**From:** Jim Forbes <jdforbes@uvic.ca>

**Sent:** December 19, 2024 3:30 PM

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

**Subject:** RE: On-Campus Food Affordability

Kyla,

Thanks for your support in the moment at the December Graduate Representative Council meeting. I appreciate your support and directing the students to engage with us directly.

I would also be happy to meet with any students or committees that have questions or would like to offer commentary and/or direction. We've had great input and engagement with the UVSS including the Residence Dining Advisory Committee (RCAC) over the past term. I've attached our last RDAC slide deck which include our response to issues that residence students raised at our October 2024 meeting.

### UNFS 2024-25 MAJOR INITIATIVES

#### AFFORDABILITY

- Fairway Market grocery and gift card pop-ups (8) to support food security (16K)
- Student Meal Share Program \$18,350 disbursed to students from Sept to Nov 2024
- Value Menu extended to offer \$6 options (\$5, \$6, \$7 options)
- Partnered to support the UVSS Hot Lunch Program
- Annual contribution to residence and dining bursary (30K)

#### SUSTAINABILITY

- Reusables stainless steel coffee mug pilot launched in September 2024
- Eco-box program for food take-out. (free for first-year students in residence)

#### CUSTOMER SERVICE FEEDBACK

- Meal Plan extended to Lifestyle Market
- Core Market Express converted to convenience store
- Asian Fusion food concept created in Core Dining Hall
- Residence Dining Advisory Committee (4-6 meetings to provide recommendations)
- Happy or Not Customer Feedback Loop (reviewed daily and weekly)



Talk soon and happy holidays!

I hope that you have a great break.

Jim

*Together, we transform students' lives.*

--

Jim Forbes (he/him/his)  
Senior Director, Campus Engagement  
Division of Student Affairs  
University of Victoria  
T 250-721-8310  
[uvic.ca/campuservices](http://uvic.ca/campuservices)



We acknowledge and respect the ləkʷəŋən peoples on whose traditional territory the university stands, and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationships with the land continue to this day.

---

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact me immediately and destroy all copies of the original message. Thank you.

**From:** Kyla Turner - Executive Director, Graduate Students' Society <[gssmgr@uvic.ca](mailto:gssmgr@uvic.ca)>

**Sent:** December 18, 2024 2:13 PM

**To:** Jim Forbes <[jdforbes@uvic.ca](mailto:jdforbes@uvic.ca)>

**Subject:** On-Campus Food Affordability

Good afternoon Jim,

I hope you are doing well and will shortly be getting a well-deserved break!

I wanted to briefly flag an issue that was raised at the December Graduate Representative Council meeting at the GSS, namely the affordability of food services on campus. I have a very good understanding of why prices are what they are, knowing that ancillary services cannot run at a deficit and having financial oversight of the Grad House. So, I have no intention of belabouring this point. I'm trying to coach the student leaders at the GSS to bring issues of this nature directly to the UVic staff responsible rather than putting them on Operational Relations agendas. Hence today's email.



I'm directing the GSS Board to review the Affordability website in early January to consider whether they think inviting members of the affordability working group to a future Graduate Representative Council meeting might provide a positive opportunity for information sharing. I'll keep you posted if the Board wants to pursue something like that. Otherwise, I hope you take this as an age-old concern raised, heard, and resolved to the best of our abilities.

Apologies for having to pass along student concerns this close to the end of the calendar year. And thank you for all you and your team does for our campus community!

Thank you and Happy Holidays,

Kyla Turner (she/they)  
Executive Director, University of Victoria Graduate Students' Society  
Room 102, Halpern Centre for Graduate Students  
Box 1700, Victoria, BC, V8W 2Y2  
GSS front desk: 250-472-4543  
<http://gss.uvic.ca>  
Keep in touch by signing up for our bulletin here: <https://gss.uvic.ca/gss-bulletin/>

Item 3: Faculty Association Joint Advocacy Meeting Request

**From:** Amal - Membership Services Officer; University of Victoria Faculty Association <[amalfa@uvic.ca](mailto:amalfa@uvic.ca)>

**Sent:** January 6, 2025 8:12 AM

**To:** Kyla Turner - Executive Director, Graduate Students' Society <[gssmgr@uvic.ca](mailto:gssmgr@uvic.ca)>

**Cc:** FA President <[presidentfa@uvic.ca](mailto:presidentfa@uvic.ca)>

**Subject:** Student Accommodation organising

Hi Kyla,

Happy new year and I hope you had a good start to the year.

I was wondering if you and one of the student representatives will have some time to meet with Lynne and I in the upcoming week to discuss student accommodations at UVic. We are currently looking into doing a media campaign around cuts to supports for student accommodation.

Thanks a lot.

In Solidarity,

**Amal Vincent**

Pronouns: he, him, his

Membership Services Officer | University of Victoria Faculty Association

University House 2 | University of Victoria

**Email:** [amalfa@uvic.ca](mailto:amalfa@uvic.ca) | **Phone:** 250-472-4923 | **Web:** <http://www.uvicfa.ca/>

*Unceded Lekwungen & WSÁNEĆ Territories.*

*We acknowledge with respect the Lekwungen-speaking peoples on whose traditional territory the university stands and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationships with the land continue to this day.*

*We acknowledge the devastation that government-created residential schools and Indian hospitals has inflicted on the health and well-being of Indigenous peoples and the ongoing effects of concentric trauma that continue to this day.*

This message is intended only for the use of the individual to which it is addressed and may contain information that is **privileged and confidential**. If you have received this communication in error or are not the intended recipient, please delete the communication without using, copying, or otherwise disseminating it. Please notify the sender that you have received the message in error. Thank you.