

University of Victoria Graduate Students' Society

Executive Board (HYBRID) MEETING MINUTES

MAY 26, 2025

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

EXECUTIVE INVITED:

Rosemary WEBB, Chair;
Maggie LAWTON, Director of Finance;
Sarah Roberts, Director of Internal/University Relations;
Jitendra PALAPARTY, Director of External Relations;
Asma Noureen, Director of Student Life;
Kyla TURNER, Executive Director (non-voting);

REGRETS:

GUESTS: Petranella Daviel, Events and Communications Coordinator

STANDING ITEMS PART 1

A. CALL TO ORDER

Meeting called to order at 10:00 by WEBB.

B. TERRITORY ACKNOWLEDGEMENT

Territorial acknowledgment offered by WEBB. They spoke about spending time with niblings and the joy of watching children discover the lands on which we live and the indigenous plants of these lands and the place of children in reconciliation work.

C. APPROVAL OF AGENDA

Motion: to approve the agenda as presented.

M/S: LAWTON/ROBERTS

CARRIED

NEW BUSINESS

1. CONSTITUENCY GROUP FEE REFERENDUM PLANNING

Lead: TURNER/LAWTON

Reference: Kyla's fee referendum briefing note!

For: Discussion

TURNER gave an overview of the constituency group fee, WUSC fee, and Student Advocate Fee and the proposed changes she's recommended. Board members asked after the fund purposes, how to pursue the information still required, etc.

2. BPC UPDATES AND BYLAW AMENDMENTS

Lead: WEBB

Reference: Bylaw amendments (Appendix E: Bylaw Amendments)

For: Discussion

Bylaw 15 has been through multiple rounds of revisions from BPC. What you're seeing is our (hopefully) finalized language!

WEBB asked for any commented on the revised non-partisan bylaw. TURNER flagged that the timelines for resignation from the board in order for members to run for office are unclear, but this issue is quite rare.

3. PROFESSIONAL DEVELOPMENT FOR BOARD MEMBERS

Lead: WEBB/NOUREEN

Reference:

For: Discussion

NOUREEN is registering for a Community Learning Program/Course with Victoria Native Friendship Centre and is hoping for Board approval for reimbursement of the costs, from our Professional Development funds.

NOUREEN gave a description of the course she is looking to sign up for with board development funds.

TURNER and LAWTON gave further instructions on the board fund request. TURNER also offered to contact the Indigenous Cultural Acumen trainers on campus and send out further training resources.

4. REVIEW BOARD WELCOME LETTER FOR HANDBOOK

Lead: WEBB

Reference: Welcome letter for the GSS handbook ([Appendix F – 2025 Welcome Letter](#))

For: Discussion

Needs some clarity around Alumo stuff, but other than that, looks good?

Board members offered their feedback and WEBB updated the draft letter with suggestions and recommendations.

5. DEPARTMENT ORIENTATION OVERVIEW

Lead: TURNER/DAVIEL

Reference: [September 2024 department orientation schedule \(reference only\)](#)

For: Discussion

TURNER and DAVIEL to provide a very brief overview of the scope of department orientations that the board conducts in August-September. Training on what to present and tools/materials available will happen in late Summer. DAVIEL provided a review of the general format of department and university orientations from mid-August to mid-October. TURNER stressed that board members should lead 100% of orientation events to connect with members and ensure appropriate staffing levels in the office throughout September. DAVIEL and TURNER will provide a review of the available materials in August.

6. ANNUAL PLANNING

Lead: WEBB

Reference:

For: Discussion

Thinking about our valuing exercise and discussions during our full-day training, and the onboarding/committee work you've been undergoing the last 2 months, what are our priorities this year? What do we want the structure of our annual plan to look like? How will this guide how we present it to the membership?

Item 2: GSSBC communication (appendix D)

Motion: to receive the correspondence.

M/S:

CARRIED/FAILED

H. AGENDA PLANNING, OR MEETING DEBRIEF 11:10

Reference: Meeting Debrief Template

1. Meeting debrief:
2. Meeting agenda planning: June 6 Exec to Exec meeting

I. LOBBYING REPORTS 11:15

Reports due at the first meeting of every month.

J. ANNUAL PLAN CHECK-IN: 11:15

CLOSING ITEMS 11:20

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: WEBB

Director of Finance: LAWTON

Director of Internal/University Relations: ROBERTS

Director of External Relations: PALAPARTY

Director of Student Life: NOUREEN

Executive Director: TURNER

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

For June 9:

Overview of the BC Grad Scholarship, BC Access Grant and previous advocacy on the same

Overview of the International Student Health Fee and previous advocacy on the same

Tour of the new GSS website

UPCOMING MEETINGS AND IMPORTANT DATES

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

Next Executive Meetings: June 9, 2025

Next GRC Meeting: Tomorrow! And then June 24, 2025

AGM: October 28, 2025

Office, Staff Scheduling: NEIL IS OUT ON VACATION THIS WEEK! We both forgot to put it in our calendars. So, sorry for the lack of notice. But no Neil this week.

The front office and building will close to the public June 2-3 for records review/clean up and re-arranging the front office for the new year.

ADJOURNMENT

Motion: to adjourn the meeting.

M/S:

CARRIED/FAILED

X

Rosemary WEBB
GSS Chair 2025-26

X

Kyla Turner
GSS Executive Director