

*University of Victoria Graduate Students' Society*

## Executive Board

### (HYBRID) MEETING MINUTES

SEPTEMBER 9, 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);

### STANDING ITEMS PART 1

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#### A. CALL TO ORDER

Meeting called to order at 10:02 by WEBB.

#### B. TERRITORY ACKNOWLEDGEMENT

Territorial acknowledgment offered by TURNER. She recommended the video exhibit on the Songhees land stewardship currently up at the Art Gallery of Greater Victoria (AGGV). Admissions at the AGGV are free every Thursday evening. TURNER encouraged all board members to attend.

#### C. APPROVAL OF AGENDA

*Motion: to approve the agenda as presented.*

*M/S: LAWTON/NOUREEN*

*CARRIED*

### NEW BUSINESS

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#### 1. BOARD MEETING RESCHEDULE

Lead: WEBB

For: Decision

Double checking for conflicts now that Fall schedules are finalized and Jitendra is back!

Meeting schedule previously approved:

*Tuesday, September 9, 10-11:30*

*Monday, September 22, 10-11:30*

*Monday, October 6, 10-11:30*

*Monday, October 20, 10-11:30*

*Monday, November 3, 10-11:30 – CANCELLED – this is during GSAW and immediately after GRC and AGM*

*Monday, November 17, 10-11:30*

*Monday, December 1, 10-11:30*

## 2. HOUSE CANADA

Lead: WEBB

For: Decision

HOUSE Canada offered a know-your-tenant's-rights workshop. Do we wish to partner with them on this?

**TASK: WEBB to reach out to HOUSE Canada on scheduling a know-your-tenant's-rights workshop.**

## 3. GRC TRAINING CHECK IN

Lead: TURNER

Reference: Powerpoints!

For: Discussion

Does this look okay? What else do folks want?

**TASK: TURNER to further develop training on GRC rep's duty to communicate back out from GSS to their home department and more material on attendance expectations, sending regrets.**

**TASK: All board members to create a one-minute spiel for the September GRC about how communication in their department works (what channels, how do people gain access to that channel, frequency/type of communications – e.g. is it the grad secretary bombarding emails, a discord channel focused on events, regular in-person meetings?), why they use that channel, and the effect of their communication strategy.**

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## STANDING ITEMS PART 2

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### D. APPROVAL OF MINUTES

*Motion: to approve the minutes from the August 18, 2025 Executive Board Meeting as presented.*

*M/S: LAWTON/ROBERTS*

*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:**

**August 18:** TASK: TANVEER to circulate finalized GRC Committee Preference Form to newly elected GRC reps.

TASK: ROBERTS to edit annual plan for formatting by August 25.

**Tasks revoked or abandoned:**

### F. COMMITTEE APPOINTMENTS

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

*Committee: Presidential Hiring Committee*

*Member: Sarah Roberts, Maggie Lawton as alternate*

*M/S: NOUREEN/LAWTON*

*CARRIED*

G. CORRESPONDENCE RECEIVED (APPENDIX D)

Item 1: 5 Days of Action Update

*Motion: to receive the correspondence.*

*M/S: PALAPARTY/NOUREEN*

Discussion: NOUREEN was approached to host a BIPOC facilitated event/sharing circle to discuss experiences of anti-racism and micro-aggressions. NOUREEN expects to hear back from the impacted group of students by this Friday to move event planning forward. NOUREEN is planning an Anti-Oppression Edition of the Bring Your Own Book Club in late October.

*CARRIED*

H. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: Meeting Debrief Template

1. Meeting debrief: None
2. Meeting agenda planning: Confirming September GRC agenda
3. Meeting agenda planning: September 17 Operational Relations. Last Call!
  - i. Kyla's suggested items: Kyla and Ben McAllister, Manager – Risk and Insurance, have exchanged a few emails about creating a new Building Use Agreement for the GSS as our documentation is outdated and incomplete. Once Ben reviews what Kyla sent, can we strike a small working group of Kyla, Ben, Jim Dunsdon and other appropriate UVic folks to re-draft this agreement?
  - ii. Rosemary's suggestion: Robin's discretionary fund for international grad students – will this program continue to run and what was the impact?
  - iii. Rosemary's suggestion: FGS's equity review – when will the report be published?
  - iv. Rosemary's suggestion: FGS Equity Working Group
  - v. Reminder: regular attendees include Jim Dunsdon, AVP Student Affairs; Andrew Coward, AVP Finance; Robin Hicks; Melissa Donaldson, ED of Facilities Management; Joel Lynn, ED Student Development and Success

I. LOBBYING REPORTS

Reports due at the first meeting of every month.

J. ANNUAL PLAN CHECK-IN:

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CLOSING ITEMS

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EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: WEBB is busy on the Social Science Dean hiring committee.

Director of Finance: LAWTON will follow up with Constituency Groups about the proposed fee referendum for Spring 2026.

Director of Internal/University Relations: ROBERTS is sick after a whirlwind of orientations last week.

Director of External Relations: PALAPARTY is back from medical leave!

Director of Student Life: NOUREEN is at the height of her busy season with start-of-term events. She's very excited for how smoothly things are going for our volunteers. She's active on UVic's sexualized violence prevention and response council. GSAW planning is progressing. EGRS applications are coming in. NOUREEN requested further advertising from the board members of EGRS as they finish up orientations.

Executive Director: TURNER reported that members have a lot of questions, comments, concerns about the changes to the health and dental plans that came as a result of the referendum in March 2025. UPASS admin is going smoothly for Irfy and Petri. The restaurant is very busy.

## 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: September 22, 2025

Next GRC Meeting: September 23, 2025

AGM: October 28, 2025

Office, Staff Scheduling:

### ADJOURNMENT

*Motion: to adjourn the meeting at 11:20.*

*M/S: LAWTON/NOUREEN*

*CARRIED*

X 

Rosemary WEBB  
GSS Chair 2025-26

X 

Kyla Turner  
GSS Executive Director

## APPENDIX D – CORRESPONDENCE RECEIVED

### Item 1: 5 Days of Action

**From:** 5 Days of Action <[daysofaction@uvic.ca](mailto:daysofaction@uvic.ca)>

**Sent:** August 7, 2025 12:34 PM

**Subject:** Invite to Participate in 5 Days of Action: 365 Days of Commitment

Dear GSS-

UVic's 8<sup>th</sup> annual 5 Days of Action: 365 Days of Commitment will be held from October 27 - 31, 2025.

The event is focused on engaging the UVic community in creating a more diverse, supportive, and inclusive environment which includes tackling racism, sexism, transphobia, ableism, antisemitism, islamophobia and other intersecting forms of oppression.

Previously, Equity and Human Rights (EQHR) focused centrally on leading events to share campus resources. This year, EQHR is shifting its approach to 5 Days of Action— we want to make this year's program as broad reaching as possible and showcase the collective commitment to equity and human rights across campus. So, we'll be highlighting events sponsored and organized by UVic units, departments, and faculties. In addition, EQHR will host several key activities, including a keynote presentation and tabling activities throughout the week - more details on these activities will come in September.

If your group has workshops or events planned during that week that fit themes of the week, please let us know if you'd like them to be included in the official 5 Days of Action schedule and outreach efforts. Reach out to Tash Goudar, Associate Director, Institutional Equity Initiatives ([ngoudar@uvic.ca](mailto:ngoudar@uvic.ca)) by September 12<sup>th</sup> for more information including the criteria for additions to the schedule of events.

Regards,

Cassbreea Dewis

Associate Vice President, Equity and Human Rights, University of Victoria, 250.721.7007

