

University of Victoria Graduate Students' Society

Executive Board (HYBRID) MEETING MINUTES

FEBRUARY 2, 2026

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;
Lillian ABELLS, interim Director of External Relations;
Curran CHAPMAN, interim Director of Student Life;
Kyla TURNER, Executive Director (non-voting);

STANDING ITEMS PART 1

A. CALL TO ORDER

Meeting called to order at 10:00 by WEBB.

B. TERRITORY ACKNOWLEDGEMENT

Territory Acknowledgement offered by LAWTON. She spoke about the Indigenous language revitalization resources at the Royal BC Museum, which includes an interactive map of languages used across what is now known as BC.

C. APPROVAL OF AGENDA

Motion: to approve the agenda as presented.

M/S: ROBERTS/CHAPMAN

CARRIED

NEW BUSINESS

1. WELCOME NEW BOARD MEMBERS

Lead: WEBB/TURNER

Reference Doc: [Draft 2026 Board Manual](#)

For: Discussion

TURNER promised to send the full agenda with supporting documents as a single email in future. WEBB and ABELLS have already met one on one as well as LAWTON and CHAPMAN. WEBB will schedule another one on one with CHAPMAN. Likewise, ROBERTS will schedule a one on one with ABELLS.

ABELLS has set up a meeting with the Ombudsperson and reached out to the Accessibility Committee. They asked after the Residence Dining Advisory Committee.

The board discussed SAGM reports, due March 10. ROBERTS and TURNER can assist ABELLS with drafting the Advocacy and Campaigns Committee Report. LAWTON can assist CHAPMAN with drafting the Events Committee Report.

WEBB reminded all board members to attend Wednesday Coffee for “Meet the Board” this week to encourage folks to run for the Board.

WEBB reminded the board of their travel plans and that LAWTON is our Vice Chair and will take over the Chair duties during their travels.

2. BOARD MEETING RESCHEDULING?

Lead: WEBB

For: Discussion

The board currently meetings Mondays 10:00-11:30. Does this time work for our new reps? Feb 16 is a stat, so bare minimum we gotta move that meeting. Sorry, team! I always forget Family Day.

Motion: the Executive Board meeting for February 16 is moved to February 17, online only, and for March 2 to March 3.

M/S: LAWTON/ROBERTS

CARRIED

3. REFERENDUM CAMPAIGNS

Lead: LAWTON

For: Decision

Motion: The GSS Executive Board shall form a “yes” side campaign for the following referendum questions:

- 1. University 101 fee removal*
- 2. University 101 fees collected 202509 202601 donation to Constituency Groups*
- 3. WUSC fee reduction*
- 4. Student Advocate fee removal*
- 5. Constituency Group fee increase*
- 6. GSS Food and Beverage fee increase*

M/S: CHAPMAN/ROBERTS

CARRIED

LAWTON gave an overview of the referendum questions, and the work on developing this referendum. She also gave an overview of work required to support the “yes” side campaign. Tasks will include drafting “blurbs” (short messages), “media” (posters, social media posts, hand bills, and Digicaster), and “engagement” (tabling, one-on-one discussions.) WEBB also noted that all “yes” side campaigns will work together. Outside campaigning (e.g. in GRC committees, at GRC) the board should approach this neutrally.

TASKS: LAWTON shall register the Board for a “yes” side campaign on all referendum questions on or after February 9.

LAWTON shall lead discussions amongst supporters for the GSS 2026 Fee Referendum.

STANDING ITEMS PART 2

D. APPROVAL OF MINUTES

Motion: to approve the minutes from the January 19, 2026 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:

Tasks revoked or abandoned:

F. COMMITTEE APPOINTMENTS

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

Committee: AVPRI Appointment Committee

Member: Maggie Lawton (appointment made by email between meetings)

M/S: ROBERTS/ABELLS

CARRIED

G. CORRESPONDENCE RECEIVED (APPENDIX D)

Item 1: Provincial Training on Referrals to Community Resources for Sexualized Violence Disclosures

Item 2: Non-Academic Misconduct Policy revisions (see also the revised policy doc on teams)

Item 3: Review UVic's Equity Action Plan

Item 4: FGS/Library Symposium on AI

Motion: to receive the correspondence.

M/S: LAWTON/ROBERTS

CARRIED

TASKS: TURNER, ROBERTS and CHAPMAN to attend the Provincial Training on Referrals to Community Resources for Sexualized Violence Disclosures.

TURNER to submit the board's feedback on the Non-Academic Misconduct Policy on February 6.

ROBERTS and ABELLS to follow up with EQHR re: consulting on the Equity Action Plan and circulate the survey.

H. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: Meeting Debrief Template

1. Meeting debrief: Exec-to-Exec Jan 22 – quick recap for new members!
2. Meeting debrief: Jan 27 GRC
3. Meeting agenda planning: February 24 GRC – to be circulated Feb 17
4. Meeting agenda planning: first thoughts on Mar 13 Operational Relations
 - i. Breaking ground on the new dorm?

I. LOBBYING REPORTS

Reports due at the first meeting of every month.

J. ANNUAL PLAN CHECK-IN:

CLOSING ITEMS

EXECUTIVE INFORMAL DISCUSSION/UPDATES/QUESTIONS

Chair: WEBB is working on hand-off to the Vice Chair for their time away. They are also working on onboarding CHAPMAN and ABELLS.

Director of Finance: LAWTON is working on referendum campaign planning and department grant application form for 2026-27.

Director of Internal/University Relations: ROBERTS is busy with the Presidential Hiring Committee. Robina Thomas has extended her term as Acting President until the next President can be hired.

Director of External Relations: ABELLS is onboarding at warp speed – they are meeting with the Ombudsperson shortly.

Director of Student Life: CHAPMAN is also onboarding at warp speed – she is very pleased with how smoothly Events Committee is running. Manuel is excited for another pub crawl and another member wants to run a puzzle night.

Executive Director: TURNER will be out of office tomorrow afternoon for a dentist appointment and this Thursday morning for the Volunteer Victoria Executive Director Network.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

Approve budget for the March 24, 2026 Semi-Annual General Meeting (SAGM) – Mid-February

Approve SAGM agenda, previous minutes, any bylaw amendments – March 2

UPCOMING MEETINGS AND IMPORTANT DATES

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

Next Executive Meetings: Feb 17, 2025

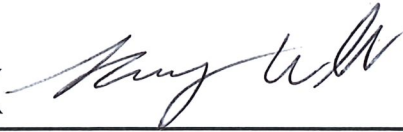
Next GRC Meeting: February 24, 2025

SAGM: March 24, 2026

Office, Staff Scheduling: The GSS front office and Grad House will be closed Feb 16-20 inclusive. Monday, Feb 16 is a stat holiday – all staff will be off and unavailable. Tuesday, Feb 17 is the unionized staff's semesterly meeting day. Management (Neil and Kyla) generally make themselves scarce on union day and we ask the board to do the same. Feb 18-20, some office staff will be present, but we will not be open to the public.

ADJOURNMENT

Motion: to adjourn the meeting.
M/S: LAWTON/ROBERTS
CARRIED

X 

Rosemary WEBB
GSS Chair 2025-26

X 

Kyla Turner
GSS Executive Director

APPENDIX D – CORRESPONDENCE RECEIVED

Item 1 Provincial Training on Referrals to Community Resources for Sexualized Violence Disclosures
From: PSFS SPI Sexualized Violence Policy PSFS:EX <PSFS.SPI.SexualizedViolencePolicy@gov.bc.ca>
Sent: Friday, January 23, 2026 2:42 PM
To: [redacted]
Subject: Invitation to workshop on Supports for Survivors of Sexualized Violence in the Community

■ Hello everyone,

You are invited to attend a workshop on Supports for Survivors of Sexualized Violence in the Community. This workshop will be presented by staff from the Ministry of Public Safety and Solicitor General, Community Safety and Crime Prevention Branch.

The session will provide an overview of services which provide support to people who have experienced sexualized violence. The session will also discuss how to connect with services in your community. The session will not be able to provide advice or answer questions regarding individual situations. Presenters will be staff from the Ministry of Public Safety and Solicitor General, Community Safety and Victim Services branch, which provides funding to core victim service and violence against women programming across the province.

Please register below. We look forward to seeing you at the training.

Supports for Survivors of Sexualized Violence in the Community
Date: February 12, 2026. 2:30pm-3:30pm (student association representatives and student-led organizations)

[Register Here](#)

If you have any questions about this training or registration, please contact
Psfs.spi.sexualizedviolencepolicy@gov.bc.ca

Thank you,
On behalf of the Sexual Violence Policy Team

Ministry of Post-Secondary Education and Future Skills
Psfs.spi.sexualizedviolencepolicy@gov.bc.ca

Item 2: Non-Academic Misconduct Policy revisions

From: Lynsey Thompson <Lynsey.Thompson@mnp.ca>

Sent: Thursday, January 22, 2026 4:40 PM

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

Cc: Kirsten McMenamie <kmmmc@uvic.ca>; Emma Naismith <naismith@uvic.ca>

Subject: OSL - Resolution of Non-Academic Misconduct Allegations (AC1300) - Consultation

Hi Kyla,

As you may be aware, the Office of Student Life is reviewing and revising UVic's Resolution of Non-Academic Misconduct Allegations (AC1300) Policy and Procedures. MNP is supporting the Office of Student Life to collect and collate feedback about the policy. We appreciate the feedback that has been provided as part of this review process to date, and are reaching out to seek feedback on the proposed changes to the policy. These changes can be found in the attached. Specifically, please:

- Review the entire of the policy and procedures, providing any feedback or comments as necessary.
 - You may wish to consider whether the proposed changes alleviate any pain points your unit experiences with this policy or provides additional guidance on topics that required clarification.
- Review the sections highlighted in yellow in the policy in particular detail.

Please make changes or add information as track changes within the attached, and email it back to me. If you need to collect input from others in your unit, we request that you consolidate the feedback before sending it back to avoid any conflicting changes. Please provide any rationale or explanations for proposed changes as comments to assist our understanding of your feedback. Any other feedback can be provided by email, or if you'd prefer to discuss your feedback, we're happy to set up some time.

Grateful if you could return an edited version of the policy by Friday February 6.

Please let me know if you have any questions or concerns regarding the feedback deadline.

Many thanks,
Lynsey

Lynsey Thompson
SENIOR CONSULTANT, ENTERPRISE RISK SERVICES

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Item 3: Review UVic's Equity Action Plan

From: EQHR Equity Action Plan <equityaction@uvic.ca>

Sent: Wednesday, January 28, 2026 5:07 PM

To: GSS Chair <gsschair@uvic.ca>; GSS Director of Student Life <gsslife@uvic.ca>; Maggie Lawton - 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: invitation to meet re: EAP update

Dear GSS,

We are looking for your support as we update UVic's Equity Action Plan (EAP). This plan provides important strategic direction across UVic academic and operational units. It is also an important tool for ensuring commitments to equity, diversity and inclusion translate into action.

Following up on the survey circulated in the fall, we have created a student-specific survey to gather feedback on actions aimed at improving student experiences. The survey, which will be accompanied with a prize draw, will be open from January 30th to February 13th. We will share the link once it is live and would appreciate your help sharing it far and wide.

Since work to support the goals of the Equity Action Plan is still underway across campus, this is an interim update and not the full rewrite of the plan. New actions may be added to the plan if there are significant gaps based on our consultation, but the focus of the update will be to clarify existing actions to ensure they are actionable.

As advocates for students, we'd like to invite you and other GSS executive to meet with us to share what you think should be priorities for the update of the EAP. Is this something your team would be interested in? Please let us know if you are interested by Feb 9th and we will work on scheduling an in-person or Zoom meeting (whatever your preference is) for some time over the next few weeks. If there is another way you'd prefer to be involved, please let us know.

Best,
EAP Team

Equity and Human Rights
University of Victoria
Territory of the Ləkʷəŋən (Songhees and Xʷsepsəm/Esquimalt) and W̱SÁNEĆ Peoples

Check out UVic's [Equity Action Plan](#) and complete your [Better Data questionnaire](#) today

Item 4: FGS/Library Symposium on AI

From: Karen Munro <kemunro@uvic.ca>

Sent: January 27, 2026 2:55 PM

To: GSS Chair <gsschair@uvic.ca>

Cc: Shahira Khair <skhair@uvic.ca>

Subject: Invitation: March 5 forum on AI in theses and dissertations

Hi Rosemary,

I hope you're doing well and enjoying the sun when we're getting it!

I'm working with Robin Hicks, LTI, and colleagues on a symposium for UVic faculty about the ways in which AI is impacting thesis and dissertation writing.

We'd love to invite a graduate student to serve as a panelist, and would also like to invite GSS Exec to attend. We're scheduled for March 5 3-5 pm, onsite (Hickman.)

I hope this time and date will work for you and the rest of Exec, and that you may be able to connect us with a graduate student for the panel. Please let us know if you have questions.

All best,
Karen

Cc Shahira Khair, Associate University Librarian for Advanced Research Services, who oversees the DSC and many graduate student services in the Libraries

Karen Munro (she/her)
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