

University of Victoria Graduate Students' Society

Executive Board (HYBRID) MEETING MINUTES

AUGUST 19, 2026

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

EXECUTIVE INVITED:

Violet CIESLIK, Chair;
Hannah BROWN Director of Internal/University Relations;
Eleanore TODD, Director of Finance;
Victor MARRUGAT, Director of External Relations;
Manuel CENTENO DUQUE, Director of Student Life;
Kyla TURNER, Executive Director (non-voting);

GUESTS: Jacqui Rutherford, Finance and Benefits Coordinator (attending demo for department orientations)

STANDING ITEMS PART 1

A. CALL TO ORDER

Meeting called to order at 10:45 by CIESLIK.

B. TERRITORY ACKNOWLEDGEMENT

Territory acknowledgement offered by TURNER. She thanks the Lekwungen speaking peoples for their stewardship of the Gorge waterways where she spent the weekend.

C. APPROVAL OF AGENDA

Motion: to approve the agenda as presented.

M/S: BROWN/MARRUGAT

CARRIED

NEW BUSINESS

1. REVIEW GRC FEEDBACK

Lead: CIESLIK

REF DOC: [Survey Link](#)

For: Discussion

TURNER noted that feedback was quite similar to previous years: the two main draws to GRC are forming social networks and getting insight into university decision making processes. CIESLIK gave an overview of the individual surveys submitted.

Recommendations for minor changes: place one staff at the head of the table who will take attendance, monitor the zoom chat, advance zoom slides, one mid-table to run zoom mic, take minutes. Add in links on Teams to the training materials and highlight that they are always available. Include meeting times in the

committee reports, also add links to training and bylaws/policies on each agenda. Ask members to put note in chat to be added to speaker's list.

2. AUGUST-OCTOBER GRC NORMS AND NEW GRC YEAR PREP

Lead: TURNER

Reference: GRC Training Slidedecks

For: DISCUSSION

Kyla keeps forgetting that our "norms" for GRC are no longer part of the board's institutional memory.

Do we want to codify and announce on our websites the following:

1. GRC runs September-August on the fourth Tuesday of each month*
 - a. Caveats: We generally do not except to meet in August.
 - b. The incoming board sets the schedule for the April-July meetings at the end of March. Check back in April for the schedule of summer GRC meetings
 - c. We meet twice in October, once for GRC and once for the Annual General Meeting
2. GRC committees are re-formed each year, meaning that between August 31-September GRC, there are no standing GRC committees. Each new year starts effectively in October for the committees
 - a. Caveats: August GRC committee meetings are at the discretion of the committee's chair.
 - b. REMINDER TO BOARD: REVIEW THE COMMITTEE TERMS OF REFERENCE IN YOUR FIRST MEETING
3. Stipend Review Committee and Appeals Committee require training prior to their first meeting. Training generally requires its own meeting.
 - a. Kyla can deliver all training. She will need to develop Elections Committee training.
 - b. Advocacy training is an option. But Hannah or Victor need to ask Kyla if they want this training. Likewise for BPC and Violet.
 - c. The Board level Finance 101 training is an option for Finance Committee. But Eleanore needs to ask Kyla if she wants this training.
4. GRC elections and Committee recruitment: how this happens
 - a. Each department runs their own election and sends us the contact information for their representative
 - b. Irfan keeps a list of all GRC reps and their contact information. He adds all new GRC members to the GRC listserv for email communications.
 - c. Upon a rep's election, Irfy sends them the GRC Committee Preference Form. They rank their committee choices and Irfy and I do our best to meet their first or second choice committee.
 - d. Irfy creates a motion to place members onto their committees and circulates the motion along with the agenda. We put this list on the GRC slideshow and ask only if people want to SWITCH committees from where we've put them (or ask any late-comers to choose a committee).

Asking for all members to select a committee during the meeting takes too long (the entire meeting)

- e. Once that motion passes, Irfy sends the board their new committee member lists with contact information.
- f. Board gets to call their committee meetings with newbies.

TASKS: CIESLIK to review BPC training slidedecks and, if this training is desired this Fall, send feedback/requests for edits to TURNER by September 8 and book TURNER to provide training.

TODD to review Appeals training slidedecks and send feedback/requests for edits to TURNER by September 8. TODD to review Finance 101 training slide deck and, if desired, book TURNER to provide said training to Finance Committee.

BROWN and MARRUGAT to review Advocacy 101 and Advocacy letter writing slidedecks and determine if they wish to host this training for Advocacy and Campaigns Committee this Fall, if so, booked TURNER to provide said training.

CENTENO to review GRC training slidedecks and send feedback/requests for edits to TURNER by September 8.

3. ORIENTATION DEMO BY KYLA

Lead: TURNER

Reference: GSS 15 min orientation 202609.pptx

For: Information

Kyla to perform her usual, large-lecture hall style orientation slideshow to demo expected information delivery during department orientations.

Board members are reminded to include (at least) the following information to new grad students:

- i. The GSS and Grad House exist and are rad (i.e. "we are your democratically elected representatives on campus. We exist to advocate for/with you and to improve your grad school experience.")
- ii. Reach out to the GSS staff for UPASS, Modo Car Share, and Department Grant questions
- iii. Reach out to Alumo for health and dental questions
- iv. Get involved! (i.e. promote events, EGRS, and GRC)

4. BYLAW 4 AMENDMENTS

Lead: CIESLIK

Reference: Bylaw 4 amedment.docx see also, draft AGM agenda per Kyla's email

For: Decision

Motion: to recommend the amendments to Bylaw 4 drafted by the Bylaw and Policy Committee on the 2026 October Annual General Meeting agenda.

M/S: BROWN/MARRUGAT

CARRIED

Annual Plan Check In – is this document ready to be made pretty?
GRC Prep Check In – Review the Committee Preference Form and September/October Agendas
UVIC At Risk Policy – Student Concerns
Event Collaboration with SSD
Heads Up: AGM Reports Forthcoming

September 16 Board Meeting:

Introduce AGM reports, review template, and assign deadline for submission
Check on ongoing campaigns/newly emerging issues. This is our slower Sept meeting as of Aug 14.

September 22 GRC:

Board introductions
Quick review of GRC agenda norms during approval of agenda (five minutes)
Welcome to GRC (five minutes)
Training (20 minutes)
Vote on establishing seats for French, Linguistics, Social Dimensions of Health, Faculty of Health
Vote on Democratic Rules of Order
Brief advertisement for EGRS
Brief verbal overview of committees
Committee placements – GRC
Committee placements – UVic

September 28 board meeting (early due to stat)

Approve AGM agenda (must be approved and posted by Oct 13, we'll approve reports, etc. Oct 14)
Likely check in on Health and Dental Referendum Planning?
Heads Up: Kyla's Annual Performance Review Forthcoming

October 14 Board Meeting:

Vote to approve all motions on AGM agenda (since we won't have reports or audit when we approve the agenda)
Confirm in-meeting AGM tasks
Introduce ED Performance Review, review templates, assign deadlines
EGRS Check In – Support Needs

October 20 GRC:

GRC Rep Introductions!
Committee placements – late comers and those who want to swap committees
Welcome to FGS by Robin Hicks
(Often a special funding topic selected by Robin)
Democratic Rules of Order Training

October 27 AGM:

Present Audit and Re-Appointment of Auditors
Present Annual Plan
Present GRC Committee Reports, Board Report, ED Report, Health and Dental Report
Bylaw Amendments

October 28 Board Meeting:

Go in-camera to review board/staff feedback for Kyla's performance review?
Any actual new topics or ongoing advocacy campaigns!

November 25:

Go in-camera to review results of Kyla's performance review?

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 2, 2026

Next GRC Meeting: September 22, 2026

AGM: October 27, 2026

Office, Staff Scheduling:

ADJOURNMENT

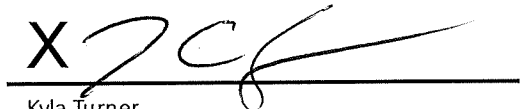
Motion: to adjourn the meeting at 11:46 am.

M/S:

CARRIED/FAILED



Violet CIESLIK
GSS Interim Chair 2026-27



Kyla Turner
GSS Executive Director

APPENDIX C – CORRESPONDENCE RECEIVED

Item 1 Provincial Sexualized Violence Campaign

From: PSFS SPI Sexualized Violence Policy PSFS:EX <PSFS.SPI.SexualizedViolencePolicy@gov.bc.ca>

Sent: Monday, August 10, 2026 2:53 PM

To: [redacted]

Cc: [redacted]

Subject: Be More Than a Bystander campaign toolkit and upcoming webinars

Hello,

As part of the provincial rollout of the **Be More Than a Bystander** campaign, we're pleased to share that the campaign toolkit is now available for BC post-secondary institutions.

The toolkit includes campaign materials, implementation resources, communications templates, and guidance to help support your local rollout.

Campaign toolkit (Trello): <https://trello.com/b/Q6EiC6B3/be-more-than-a-bystander-toolkit>

To help introduce the toolkit and walk through the campaign resources, EVA BC is hosting two live webinars next week. Both sessions cover the same content, so please join whichever works best for your team. You should have already received invitations, but if not, they are linked here:

- **Wednesday, August 12 | 10:00 AM** [Link](#)
- **Thursday, August 13 | 2:00 PM** [Link](#)

If you're unable to attend, don't worry – the webinar will be recorded and shared afterward through the Trello board, along with a short video walkthrough of the toolkit.

If you have any questions during planning or implementation, you can reach the EVA BC team at [**bystander@endingviolence.org**](mailto:bystander@endingviolence.org).

We encourage you to share this information with colleagues at your institution who will be involved in planning or supporting the campaign.

For your awareness, Government will also be re-launching the [Safe Campuses BC](#) marketing campaign in September, which will include digital ads, transit shelter ads, ads for connected TV, and videos. This campaign encourages people to take action to prevent sexual violence, complimenting the messaging in the Be More Than a Bystander campaign.

We look forward to working with you throughout the rollout.

Best,

Jennifer