University of Victoria Graduate Students' Society

Executive Board

(HYBRID) MEETING MINUTES

OCTOBER 14, 2026

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);

STANDING ITEMS PART 1

A. CALL TO ORDER

Meeting called to order at 11:09 by CIESLIK.

B. TERRITORY ACKNOWLEDGEMENT

Territory acknowledgement offered by CENTENO. He recently looked into his own personal ancestry and relations to Indigenous history in Venezuela near the Capital where his family is from. He noted the differences in priorities for promoting Indigenous histories in South America versus across Turtle Island.

C. APPROVAL OF AGENDA

Motion: to approve the agenda as presented.
M/S: CENTENO/TODD
CARRIED

NEW BUSINESS

1. AUDIT REVIEW

Lead: TODD
Reference: 2025-26 Audited Financial Statements
For: Discussion

TODD: Recently our auditor, Shaun Trowsdale, has completed our annual audit. The audit presents a clean bill, with notice on our current deficit of $63,454, which is only ~2% of our total budget. This year has seen some rebudgeting after our switch to ALUMO as our insurance broker, leading to the creation/redefinition of the Finance and Benefits Coordinator position. Most of the deficit can be explained by this change and the stochasticity of membership and maintenance costs (~$50,000 just for the grease trap and fryer replacements).

TODD provided a high-level overview of the entire audit document. TURNER gave an overview of differences between previous audit and current audit statements of revenues and expenses.

2. AGM APPROVALS - REPORTS

Lead: CIESLIK
Reference: AGM Reports Folder
For: Decision
While we approved the agenda two weeks ago, we still need to vote to move the approval of all reports.

Motion: to move the following reports and motions for approval at the AGM:
2026 SAGM Minutes
Audited Financial Statements
Re-Appointment of the Auditors (motion only)
Annual Plan
GRC Committee Reports (A&C, Appeals, BPC, Events, Finance)
Board and ED reports (ED report, Membership Report)
M/S: CENTENO/TODD
CARRIED

TASK Reminders: TASK: MARRUGAT to set up Side Project Café space for the AGM on October 27 (set up starting at 3:30-4pm)

CENTENO to assist Irfan with member check in (ensuring all voters are current grad students, noting down all attendees for the minutes, ensuring agendas are circulated in the meeting, assisting any student with an accessibility need)

CENTENO/BROWN to be "on-deck" during AGM for tech support with projector, laptops, etc.

Discussion:

CENTENO is setting up a member survey for events that he will circulate at the AGM. He asked if that would conflict with TODD's planned health and dental pre-referendum survey or if MARRUGAT wants to include questions re: advocacy campaign on the events/services survey.

3. NEXT BIG TASK FORTHCOMING: KYLA'S PERFORMANCE REVIEW!

Lead: TURNER, TODD, CIESLIK
Reference: VM, MC, and HB review template, KT, VC, and ET review template
For: Discussion

TURNER to review the templates for providing feedback. The templates provided here are identical to all other staff performance reviews (just tailored to Kyla's job description).

TASKS: All board members to complete their relevant ED performance review by October 22. To be reviewed at the October 28 board meeting in-camera.

4. CHECK IN ON EGRS PLANNING AND SUPPORT NEEDS

Lead: CENTENO, BROWN

Reference: Volunteer sign up: https://docs.google.com/spreadsheets/d/16v-4DMGyU-DmM-fhp1Fq2XR2XdZHSakBBy52YMBbvwA/edit?gid=454227851#gid=454227851
For: Discussion

CENTENO reported that he got a lot of volunteer sign ups at the last Events Committee meeting. He gave instructions for accessing the volunteer sign up google doc and asked board members to sign up in about 2 weeks time. CENTENO specifically asked a board member to oversee the FGS funding information session, Thurs, Nov 5, 1-2pm.

BROWN is reviewing availability for the judges to schedule them across all sessions.

TASK: Include volunteer check in on next board meeting.

5. UVSS STUDENT SAFETY PROGRAM PLANNING GROUP

Lead: BROWN
Reference: Campus Security Safe Walk Program Info, UVSS_Safe_Walk_Budget.xlsx, DRAFT - UVSSSafe_Walk_Budget_Proposal_v2.docx
For: Discussion

BROWN: A UVSS DaL has approached me to talk to the GSS about a current Proposal about a golf cart program. This would be a student-run outreach system which works to support campus safety during the hours of 6-10pm, Monday to Friday, through connecting with students and offering ride-based assistance. Currently there is a Planning Group that has been approved by advocacy groups to look into program planning and data collection. Also, the UVSS has been talking to the university about this who want data on who is being denied safe walks right now (I know at least 1 grad student who has been denied a safe walk).

BROWN has met with the UVSS DaL to note that we'd need a fee referendum to support this and BROWN also noted to UVSS that the GSS would only take on a proportionate amount of the cost of this program. BROWN recommended a wage increase to UVSS.

TURNER noted her concerns around the budget and scope. CENTENO asked to partner with UVSS to get more info from UVic about the current denials of the Campus Security SafeWalk program. BROWN noted that UVSS has had these conversations with UVic have already occurred. BROWN noted that UVSS is asking for partnership on the proposal stage of this project. CIESLIK said that gathering data from Campus Security can be a challenge.

TASK: TURNER to reach out to Campus Security to ask about the SafeWalk program and UVSS's current proposal.

STANDING ITEMS PART 2

D. APPROVAL OF MINUTES

Motion: to approve the minutes from the September 28, 2026 Executive Board Meeting as presented.
M/S: MARRUGAT/TODD
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:

DECISION: Seek GRC representative feedback anonymously through a survey this year instead of discussion during the July GRC meeting.

All board members to draft their committee or other AGM reports and submit to Kyla and Irfy by October 12.

TASK Reminder: All board members to draft their committee or other AGM reports and submit to Kyla and Irfy by October 12.

TASK: CIESLIK to provide final copy of policies 7 and 45 and the new elections compliant form to the Governance Coordinator for inclusion in the Policy Manual.

Decision: Bring the issue of research tools and research computing to GRC. Ask GRC reps to ask their constituents about their research tool needs and access to data off campus (noting that further information will likely come in during the November GRC). Then bring the issue (with full scope well documented) to UVic Research Computing.
Re: Municipal debate – TASK: MARRUGAT to reach out the Martlet with any questions submitted to the survey for municipal election all-candidate debate.

Tasks revoked or abandoned:

F. COMMITTEE APPOINTMENTS

No committee appointments made.

G. CORRESPONDENCE RECEIVED (APPENDIX C)

Item 1: UVic's New Equity Action Plan
Item 2: Dr. Rhonda McEwen at EGRS and lunch on Feb 22

Motion: to receive the correspondence.
M/S:
CARRIED/FAILED

Kyla's suggested TASKS:
Item 1: All board members to review the updated equity action plan at their leisure.
Item 2: Manuel and Hannah are on top of the EGRS invite. Can we check availability for Feb 22 and Kyla will respond to confirm the date?

H. AGENDA PLANNING, OR MEETING DEBRIEF

Reference: Meeting Debrief Template

1. Meeting debrief: None.
2. Meeting agenda planning:

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: CIESLIK reported that at FGS Exec Council – they have suspended the Greek and Roman Studies PhD program that had no current students. They also combined the Master's Pacific and Asian Studies curricula into a single program. Re: Provincial Elections: Jim Dunsdon asked us to consider a joint press release between UBC, SFU and us re: lack of post-secondary funding. BPC meeting went well and the members are happy and excited to move forward.

Director of Finance: TODD will be meeting with Operational Oversight this afternoon for their first post-training meeting. For health and dental referendum prep, Eleanore, Violet, Jacqui and Kyla will meet tomorrow to review.

Director of Internal/University Relations: BROWN Advocacy and Campaigns meeting went well. The add/drop deadline advocacy and UVSS liaising is still going very well.

Director of External Relations: MARRUGAT gave an update from the municipal debate, particularly re: the delay of the next UVic dorm, which the new Saanich council may support us in advocate to the Province to release funding to build sooner. For Transit, MARRUGAT is continuing to fight for a voting seat at the table on the Victoria Regional Transit Commission.

Director of Student Life: CENTENO DUQUE followed up with SSD re: conference in March, they want to host a Friday dinner/social at the Grad House. CENTENO has referred them to Neil for costing/booking. SSD will open up abstract applications in January, so we can cross-promote at Wednesday Coffees. Events Committee meeting went well. Robin Hicks will be attending part of the upcoming tea party on Oct 22. Final logistics for EGRS will be presented to the board at the next meeting.

Executive Director: TURNER reported on a previous staff member recently passed away and she is providing information and support to all staff.

NOTICE OF MOTIONS, AGENDA ITEMS FOR NEXT EXECUTIVE MEETING

October 20 GRC:

GRC Rep Introductions!
Committee placements – late comers and those who want to swap committees
Welcome to FGS by Robin Hicks
Research Tools – where are the pain points and who is affected?

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: - regrets from Eleanore
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: October 28, 2026

Next GRC Meeting: October 20, 2026

AGM: October 27, 2026

Office, Staff Scheduling: Neil is out for the current week. Kyla will be leaving early Friday, Oct 23 for a medical appointment.

ADJOURNMENT

Motion: to adjourn the meeting.
M/S:
CARRIED/FAILED

x

Violet CIESLIK
GSS Interim Chair 2026-27

x

Kyla Turner
GSS Executive Director