



# Minutes

University of Victoria Students' Society  
Monday June 2, 2014 – Upper Lounge 6:00 pm

## ATTENDANCE

**Directors:** Erickson, Mitchell, Atkinson, Do, Perlova, Parent, Cook, Cheema, Ahrony

**Staff:** Johnson, Bishop

**Guest:** David Foster

### 1. CALL TO ORDER

Erickson called the meeting to order 6:02pm.

### 2. ACKNOWLEDGEMENT OF TERRITORIES

Kopp acknowledged the territories.

### 3. ADOPTION OF AGENDA

- a. **Adoption of Agenda**
  - i. **Agenda of 2014/06/02**

**MOTION TO ADOPT THE AGENDA - AHRONY/DO  
MOTION CARRIED**

**MOTION TO AMEND THE AGENDA – ATKINSON/DO  
ADD TO END OF PRIORITY BUSINESS:**

**MOTION 2014/06/02: A1 – ATKINSON/**

**WHEREAS** the Alliance of BC Students currently has no dedicated financial or human resources; and

**WHEREAS** this lack of resources hinders the ability of the ABCS to effectively organize and advocate for students; and

**WHEREAS** at the May 2014 ABCS AGM, member student associations of the Alliance of BC Students voted unanimously to levy a non-mandatory \$0.75 fee per FTE from each member association; and

**WHEREAS** a number of ABCS member associations have indicated that they have already budgeted this amount for dispersal and will be contributing their portion in good faith as soon as possible; therefore

**BIRT** discussion of the non-mandatory fee be referred to Executive Committee, Campaigns Committee, Finance and Operations Committee, UVSS Legal Counsel, and the UVSS Manager of Accounting and Payroll with recommendations to come from each party for the June 16 board meeting; and

**BIFRT** if all parties recommend there are no legal or financial liabilities that will be assumed by dispersing the non-mandatory fee to the ABCS, the UVSS Board shall vote on whether or not to disperse the non-mandatory fee; and

**BIFRT** no monies shall be dispersed to the ABCS until such time that the ABCS Board of Directors has set a date for a special general meeting in August, and the ABCS Board and Internal Operations Committee has recommended a draft budget for adoption at that SGM.

**AMENDMENT CARRIED**

**MOTION TO AMEND THE AGENDA – ERICKSON/ATKINSON**

**Motion 2014/06/02: A2 – Erickson/**

**WHEREAS** Part 1 (Director Conduct and Duties) Section 1.e of the BoD policy states that "Executive Directors may take off a maximum of ten [10] business days in lieu per elected term"; and

**WHEREAS** On occasion personal issues and family emergencies come up that may require longer periods of time to be taken off; therefore

**BIRT** An exception to the above mentioned policy be made for Kaylee Szakacs so that she may take a personal leave of absence of up to eight [8] weeks; and

**BIFRT** Kayleigh Erickson assume the duties and responsibilities of the Director of Student Affairs while Kaylee Szakacs is away.

**AMENDMENT CARRIED**

**AGENDA CARRIED AS AMENDED**

**MOTION TO MOVE IN CAMERA – ATKINSON/MITCHELL**

**MOTION CARRIED**

The meeting moved in camera at 6:11pm.

**MOTION TO MOVE OUT OF CAMERA - ATKINSON/AHRONY**

**MOTION CARRIED**

The meeting moved out of camera at 6:35pm.

**Motion 2014/06/02: A2 – Erickson/MITCHELL**

**WHEREAS:** Part 1 (Director Conduct and Duties) Section 1.e of the BoD policy states that "Executive Directors may take off a maximum of ten [10] business days in lieu per elected term"; and

**WHEREAS:** On occasion personal issues and family emergencies come up that may require longer periods of time to be taken off; therefore

**BIRT:** An exception to the above mentioned policy be made for Kaylee Szakacs so that she may take a personal leave of absence of up to eight [8] weeks; and

**BIFRT:** Kayleigh Erickson assume the duties and responsibilities of the Director of Student Affairs while Kaylee Szakacs is away.

**MOTION TO AMEND – ATKINSON/MITCHELL**

**DELETE SECOND OPERATIVE CLAUSE**

**AMENDMENT CARRIED**

**MOTION CARRIED AS AMENDED**

**4. ANNOUNCEMENTS**

**5. PRESENTATIONS**

**a. Mental Health (High 5 Movement)**

**6. REPORTS**

**a. Executive Director Reports**

Chairperson

- i. 50<sup>th</sup> Anniversary Committee
- ii. Food Bank
- iii. Mental Health Committee
- iv. Policy Development Committee
- v. Strategic Planning Committee
- vi. University Relations Committee
- vii. Other Updates

Events

- i. Events Committee
- ii. Other Updates

External Relations

- i. Campaigns Committee
- ii. Donations & Grants
- iii. Environmental Sustainability Council
- iv. Marketing & Communications Committee
- v. Marketing Planning & Advisory Group
- vi. Other Updates

Finance & Operations

- i. Finance & Operations Committee
- ii. SUB Renovations Committee
- iii. Other Updates

Student Affairs

- i. Advocacy Council
- ii. Clubs Council
- iii. Course Union Council
- iv. Professional Development Union Council
- v. Speakers Series Committee
- vi. Other Updates

**b. Advocacy Group Reports**

- i. Pride
- ii. Native Student's Union
- iii. Society for Students with a Disability
- iv. Students of Colour Collective
- v. Women's Centre

**c. Director At Large Reports**

**7. QUESTION PERIOD**

**8. MAIN MOTIONS**

**a. PRIORITY BUSINESS**

**Motion 2014/06/02: 01 – ERICKSON/ATKINSON**

**BIRT** Valery Heckel be granted a leave of absence from May 31 - June 20, 2014.

**MOTION CARRIED**

**Motion 2014/06/02: 02 – ERICKSON/ATKINSON**

**BIRT** nominations be opened for directors to fill the following Senate committee vacancies:

- Senate Committee on Academic Standards One (1) Director
  - Erickson
  - Cheema

Erickson elected by secret ballot.

- Senate Committee on Admission, Re-registration, and Transfer One (1) Director
  - Erickson
  - Atkinson – withdrew

Erickson acclaimed.

- Senate Committee on Continuing Studies One (1) Director
  - Cheema
  - Perlova

**MOTION TO TABLE UNTIL THE END OF NEW BUSINESS  
MOTION CARRIED**

- Senate Committee on Learning and Teaching Two (2) Directors
  - Perlova, Cook, Gopalakrishnan

**MOTION TO TABLE UNTIL THE END OF NEW BUSINESS  
MOTION CARRIED**

**Motion 2014/06/02: 03 – ATKINSON/MITCHELL**

WHEREAS Part 1.2 of the UVSS Issues Policy states, “the Society will partner with on campus and community groups, non-profit organizations and organized labour on issues related to public education”; therefore

**BIRT** the UVSS stand in solidarity with the BC Teachers Federation (BCTF) during their ongoing labor dispute; and

**BIFRT** the UVSS provides non-financial support for BCTF within the reasonable capacity of the society; and

**BIFRT** the UVSS issue a statement declaring its support for the BCTF.

**AMENDMENT – COOK/PERLOVA**

**BIRT** the Society encourages the BC Provincial government and the BC Teachers Federation to work for a long-term collective agreement which is fair to both parties, if possible, though the collective bargaining process or, failing that, by referring the dispute to a binding, neutral third-party arbitrator.

**AMENDMENT PASSED**

Opposed: Parent, Atkinson, Mitchell, C.

**MOTION CARRIED AS AMENDED**

Opposed: Mitchell, C.

**MOTION 2014/06/02: A1 – ATKINSON/MITCHELL**

WHEREAS the Alliance of BC Students currently has no dedicated financial or human resources; and

WHEREAS this lack of resources hinders the ability of the ABCS to effectively organize and advocate for students; and

WHEREAS at the May 2014 ABCS AGM, member student associations of the Alliance of BC



SUB Renovations Two (2) Members

No nominations.

50<sup>th</sup> Anniversary Two (2) Members

No nominations.

**Motion 2014/05/05: 12 – ERICKSON/SZAKACS**

**BIRT** nominations be opened to fill the following vacancies on SUB Renovations:

One (1) Member as recommended by the Native Students' Union

David Parent

**MOTION TO RATIFY PARENT – MITCHELL/ATKINSON  
MOTION CARRIED**

One (1) Member as recommended by Pride

One (1) Member as recommended by the Students of Colour Collective

One (1) Member as recommended by the Women's Centre

No nominations.

**Motion 2014/05/05: 13 – ERICKSON/SZAKACS**

**BIRT** nominations be opened to fill the following vacancies on Advocacy Council:

One (1) Member as recommended by Pride

Lukas Bhandar

**MOTION TO RATIFY BHANDAR – ATKINSON/COOK  
CARRIED**

One (1) Member as recommended by the Students of Colour Collective

One (1) Member as recommended by the Women's Centre

No nominations.

**Motion 2014/05/05: 14 – ERICKSON/SZAKACS**

**BIRT** nominations be opened to fill the following vacancies on Speaker Series:

One (1) Member as recommended by the Native Students' Union

David Parent

**MOTION TO RATIFY PARENT – CHEEMA/COOK  
MOTION CARRIED**

One (1) Member as recommended by Pride

One (1) Member as recommended by the Students of Colour Collective

One (1) Member as recommended by the Women's Centre

No nominations.

**Motion 2014/05/05: 18 – ERICKSON/DO**

**BIRT** nominations be opened to elect one (1) member from The Faculty of Fine Arts to sit on the search committee for the Associate Dean of Fine Arts.

No nominations.

**c. NEW BUSINESS**

**Motion 2014/06/02: 04 – SZAKACS/CHEEMA**

WHEREAS it was decided in Events Committee that Victorious Events would solely receive the opportunity to plan an event for the Saturday night of Campus Kickoff; and WHEREAS Campus Kickoff is used as a promotional opportunity for many companies who may offer a better price; therefore

**BIRT** the Events Committee send out a Request for Proposals (RPF) to at least three entertainment companies; and

**BIFRT** the Events Committee draft and complete a proposal to send out by no later than June 16, 2014.

**MOTION CARRIED**

**Motion 2014/06/02: 05 – Erickson/**

WHEREAS Marketing and Communications Committee discussed the motion passed at the May 5th board meeting; and

WHEREAS there are no mock-ups of Vikes inspired mascots for today's board meeting; therefore

**BIRT** Marketing and Communications Committee create at least two Vikes inspired identifiable symbols that can serve as a UVSS symbol in the future; and

**BIFRT** the mock-ups be presented to the board no later than the second board meeting in July, with a recommendation for which mock-up to use as the UVSS' official symbol going forward.

**MOTION TO TABLE TO NEXT MEETING - ERICKSON/COOK**

**MOTION CARRIED**

**Motion 2014/06/02: 02 – ERICKSON/ATKINSON**

**BIRT** nominations be opened for directors to fill the following Senate committee vacancies:

- Senate Committee on Academic Standards One (1) Director
  - Erickson
  - Cheema

Erickson elected by secret ballot

- Senate Committee on Admission, Re-registration, and Transfer One (1) Director
  - Erickson - acclaimed
  - Atkinson - withdrew
- Senate Committee on Continuing Studies One (1) Director
  - Cheema
  - Perlova

**TABLED UNTIL NEXT MEETING**

- Senate Committee on Learning and Teaching Two (2) Directors
  - Perlova, Cook, Gopalakrishnan

**TABLED UNTIL NEXT MEETING**

**MOTION TO RATIFY ERICKSON FOR SENATE COMMITTEE ON ACADEMIC  
STANDARDS AND SCART – ATKINSON/PERLOVA  
MOTION CARRIED**

**MOTION TO ADJOURN – ATKINSON/MITCHELL  
MOTION CARRIED**

The meeting adjourned at 10:04pm.

**9. DIRECTOR REPORTS**

**Erickson:**

May 12-16

- Meeting with a member of the UVSP
- Attended Clubs Council
- Chair and attended the May 12<sup>th</sup> board meeting
- Attended the Department Manager's Meeting
- Chaired Executive Committee
- Read the UVSS hiring policy
- Found hundreds of alumnae through social media
- Created a Facebook event and group
- Worked with Ben on the policy we would like changed
- Met with SSD to discuss creating a policy for students with a disability
- Attended Events Committee
- Met with the Ombudsperson
- Signed checks
- Created the agenda for 50<sup>th</sup> anniversary committee
- Chaired the 50<sup>th</sup> anniversary committee
- Sent out a doodle poll for and scheduled the emergency board meeting
- Created a mental health week spreadsheet
- Met with the Mental Health Task Force
- Prepared a presentation on the Mental Health Week
- Met with a representative from Vikes Athletics
- Meetings with DALs to discuss campaigns
- Met with Dale to discuss SSD policy and questions
- Let students into the food bank
- Restocked the food bank
- Was involved in a legal conference call

Hours: 65 hours

May 19-23

- Put together a mental health strategy template
- Contacted UVSS previous board of directors for 50<sup>th</sup> event
- Talked with counseling services to partner on mental health initiatives
- Answered phone calls and emails
- Chaired Executive Committee
- Talked with the company Oohlala
- Attended a Community Living Handbook meeting
- Created the agenda for the Emergency Board Meeting
- Chaired the Emergency Board Meeting
- Attended the Student Care Conference in Montreal:
  - Media Session
  - Corporate Responsibility Session
  - Communications: Google Analytics & Website Updates



- Managing Your Privacy
- Networking
- Introductions x2
- Student Health Trends: Mental Health & Wellbeing
- Biologics
- Update on Pilot Launch for mobile app
- Student Care Office Tour
- All meals were working meals throughout the conference
- Spoke with Queen's university about their mental health program
- Met with McGill's BoD

Hours: 130 hours

May 26-30

- Met with the manager of Alumni Relations
- Contacted the Marlet about 50<sup>th</sup> event section
- Addressed disability parking inquiries
- Helped draft a new marketing planning & advisory group policy
- Created a Mental Health Committee policy
- Started working on policy language and re-ordering the terms of reference
- Read the Women's Centre position available for the hiring committee
- Talked with a member from Pride about the advocacy week
- Spoke with SOCC about their campaign and advocacy week ideas
- Chaired Executive Committee
- Met with SSD to work on their disability policy
- Met with Matt Hammer to discuss UVSP
- Attended a Policy Development prep session with Ben
- Helped create the PD agenda
- Chaired Policy Development Committee
- Met with Cindy Player to discuss the Mental Health Task Force and UVSS mental health week
- Chaired the second emergency board meeting
- Attended the UVSP board meeting
- Read over the MHTF OOSITS event, to give suggestions.
- Created the 50<sup>th</sup> anniversary agenda
- Chaired the 50<sup>th</sup> anniversary committee
- Volunteered in the Food Bank
- Spoke with SFU's BoD to discuss quorum policy changes in the summer
- Started reading the University Act in regards to changing referenda percentages
- Met with SSD regarding parking structures and the new bus loop formation
- Started going through the Martlets dating back to 1964 in preparation for scanning.
- Met with VIPIRG
- Looked into films to show in Cinecenta for the mentalhealth campaign
- Worked with Katerina to create a High 5 presentation
- Met with Karthik to discuss board orientation and committees
- Met with Prof. Aragon to discuss Senate and UVSS committee
- Created motions for the June 2<sup>nd</sup> board meeting

Hours worked: 72

Total Hours: 267

Decisions made in committees I chair:

- Made and passed a terms of reference for marketing planning & advisory group
- Using blue, black, and white, as 50<sup>th</sup> anniversary gala colors
- Created and passed a terms of reference for a mental health committee

**Cook:**

- Meeting with Greg Atkinson to discuss upcoming ABCS AGM.
- Meeting with Greg Atkinson and Anas Cheema to discuss Personnel Committee matters.
- Meeting with Kayleigh Erickson to discuss future plans of graphics, events, finance and operations.

**Atkinson:**

**Total hours** worked between May 12<sup>th</sup> and May 29<sup>th</sup>: 98

**Activities:**

- Board Meeting
- 2 Emergency Board Meetings
- Hired new Graphics designer and Digital Projects Coordinator
- Chaired first Sub Renos Committee and attended second.
- 50<sup>th</sup> Anniversary Committee
- Consultation meeting with Ministry of Advanced Education
- Chaired Marketing and Communications Committee
- Meet with Vikes to discuss branding opportunities
- Chaired Campaigns Committee
- Sexualized Violence Awareness Week Planning Committee
- Sustainability Advisory Committee
- Met with KSA to talk about upcoming ABCS AGM
- Met with Seb Bonnet of VIPIRG to discuss housing affordability in CRD
- Began planning work for new UVSS Website
- Met with Victoria and Saanich electoral officers about polling stations and election engagement
- Personal Committee
- AVP Hiring Committee
- Policy Development Committee
- Ordered and finalized proofs for swag
- Met with Aiden Abram to discuss municipal elections and ranked voting systems

**Committee Reports**

- **Campaigns Committee**
- Discussed previous campaigns and where they have left off.
- Discussed priorities for the year
  - Municipal elections campaign
    - Polling Stations a priority at the moment
    - Push for advanced polling
  - Post-Secondary Education
    - Make ABCS work a priority
    - Find opportunities to collaborate with other student societies
    - Develop a multi-year campaign
    - Collaborate with community to find support
  - Make Transit Work
    - Need to discuss priority goals (ie, pass ups vs late night service)
    - Plan a bus stop rally for first week
  - Lets get consensual
    - Transition campaign online with Instagram, facebook, and tumblr pledges
      - Need to talk about online consent and permission to post photos
    - Need to connect with other groups on campus more and between schools
      - Push for a Sexualized Violence campaign in ABCS
    - Continue to contribute and help with Sexualized Violence Awareness Week
  - Mental Health Campaign
    - Develop a mental health initiatives committee
      - Need to define mental health and draw parameters around the concept

- Discussed format for committee
  - Campaigns committee will meet every week for the summer
  - Every week will spend no more than 30 minutes discussing campaigns as a whole. Remainder of the time will be devoted to one campaign. Campaign focus will change every week
  - Priority is to develop strategic plans for each campaign
- **Marketing and Communications Committee**
  - An introduction to Marketing, Strategic Plan, UVSS brand, and what has been accomplished so far. Presented by Ben
  - Priorities for the summer will include
    - Website redesign
      - Ready to launch for August 10<sup>th</sup>
      - Focus on navigation and theme
      - Want more integration between social media and website
      - Develop a working group dedicated to this work
    - Swag
      - Approved UVSS 50<sup>th</sup> mason jar mugs
      - Approved UVSS 50<sup>th</sup> playing cards
      - Approved UVSS sunglasses with woodgrain pattern and yellow lettering
      - Will discuss purchasing more swag in middle of June once we have a better idea of budget
      - Discussed with Roxie and Karen about selling UVSS branded swag at SubText and Zap
    - Vikes inspired Mascot
      - We don't have quorum so dealt with recruitment of new committee members
      - Discussed initial thoughts and conversations we've had with members
      - Will have a draft recommendation for the committee to review next time it meets
    - Unicorn Board
      - Resolved to take it down
      - Begin to develop a plan for that space

**Kopp:**

**June 2<sup>nd</sup> 2014**

*Hours:*

Monday: 11:30 – 9:30 (10)

Tuesday: 8:45 – 4:15 (7.5)

Wednesday: 10:45 – 4:45, 10:30 – 11:45 (7.15)

Thursday: 11:00 – 3:00, 6:00 – 7:00, 10:00 – 12:30 (7.5)

Friday: 10:00 – 5:00, 10:00 – 11:30 (8.5)

Tuesday: 10:45 – 7:00 (7.15)

Wednesday: 10:30 – 5:00, 10:00 – 11:30 (8)

Thursday: 10:00 – 5:00 (7)

Friday: 7:45 – 12:15 (4.5)

Monday: 10:00 – 4:30, 11:00 – 12:30 (8)

Tuesday: 10:00 – 5:30 (7.5)

Wednesday: 10:00 – 6:00 (8)

Thursday: 10:00 – 5:30, 10:00 – 11:00 (8.5)

Total Hours: (98.3)

**Work Activities:**

- Social media development, primarily planning Twitter and Facebook posts
- Cheque signing
- Facilitating off-hour usage of the Food Bank
- Meetings including but not limited to: Board Meeting, Executive Meeting, and with Res Life, Vikes Athletics, and CFUV on a variety of topics.
- Chairing of Events Committee and participation in Marketing and Communications, Policy Development, Digital Strategy Group, 50<sup>th</sup> Anniversary, Campaigns, and SUB Reno committees.
- E-mail communication to a variety of individuals and organizations.
- Examination and consideration of talent for the 50<sup>th</sup> Anniversary Gala

- Consideration and planning for upcoming Campus Kickoff events, including organization of funds, logistic and organizational details, and planning of specific events.
- Initial preparation and exploration of events for the year-long calendar

**Events Committee:**

- Campus Kickoff events have been discussed and explored and we are now in the course of logistic planning for the following events:
  - A) Bands on the Roof for Wednesday and Friday
  - B) "Coffee-ology"
  - C) Pancake Breakfast
  - D) Friday night Felicitas partnership with CFUV
  - E) Sub Fair
  - F) Thunderfest
  - G) Movie in the Park (Thursday)
  - H) A second Movie in the Park in conjunction with the University, to happen on Tuesday
  - I) Lego building event/contest
  - J) Residence events on Monday evening within Vertigo and MPR
    - o Committee has been deliberating between several Vikes-Partnered events for the Saturday of Kickoff week – Currently the decision is between Dodgeball, Inner-Tube Water Polo, and Kayak Battleship.
    - o Committee has decided to move ahead on an All Ages Dance Party in Vertigo in partnership with Victorious Events for the final day of Kickoff week, Saturday the 6<sup>th</sup>.
    - o A variety of band options have been put forward by the booking agents CFUV and the committee have been in contact with. It has been decided that we will attempt to pursue a partnership with the Zone or potentially a larger corporate entity (most prominently West Jet and Home Depot, as per suggestions from members, and on condition of approval from the board) in order to fund a better-known headlining act. Bands committee has focused on include Current Swell, Hey Ocean, Bear Mountain, Mounties, and Zerbin.
    - o A Canadian Breast Cancer Foundation pop-up yoga event called "Don't Forget to Check" has been approved to happen on the green space outside of the SUB or alternatively the dance floor of Vertigo on September 23<sup>rd</sup>.
    - o Committee has decided to move ahead with a Terry Fox Run, to occur some time in the first two months of school, in support of the Terry Fox Foundation.
    - o Committee agreed to the perpetuation of our annual Frost Fest event, potentially with altered branding or other changes. The date set with the Strathcona is Thursday, January 22<sup>nd</sup>, 2015.
    - o Committee agreed to attempt another "Country Night" on campus, with some changes to booking and promotions in order to achieve greater success.
    - o Further brainstorming for the yearlong calendar is ongoing but currently focused on Halloween, Valentines Day, and other stand-alone events.
    - o Consideration towards the booking of comic act the Trailer Park Boys is ongoing.
    - o Consideration towards the booking of comic act Boomerangs and Beavertails is ongoing and awaiting further information from agents.

**Szakacs:**

Total Hours Worked from May 12 – May 30: 102 hours

1. Chaired Clubs' Council
  - Ratified 4 clubs with no funding, 1 club with probationary funding (\$58.46), and 68 clubs with returning funding (\$108.91) for the summer semester

- Awarded Special Project Grants to the following clubs:
  - UVic UNICEF: \$1000
  - AIESEC: \$300
  - Victoria Association for Psychedelic Studies: \$50
- 2. Chaired Course Union Council
  - Ratified 9 Course Unions with funding (\$321.31) for the summer semester
  - Awarded Travel Pool Grants to the following:
    - Biochemistry and Microbiology (Julie Munich): \$900
    - UVic Aero Club: \$1000
- 3. Advocacy Council
  - Arrange representatives
  - Organize and build schedule for first council meeting
- 4. Attended Board Meetings on May 12, May 20, and May 28
- 5. Hiring Committee for Pride Office Coordinator
  - Reviewed applications
  - Interviews with 4 applicants
    - hired Tribesty Nguyen
- 6. Executive Committee on May 13, May 20, and May 27
- 7. Meeting with SSD, Tim Archer and Mike Shaw of Advanced Listening Systems
- 8. 50<sup>th</sup> Anniversary Committee on May 15, May 22, and May 29
  - Created alphabetical list of Board Members from 1964-1997
  - Going through old issues of the Martlet for Gala
- 9. Met with Vikes to discuss Clubs showcase for January
- 10. Events Committee on May 21 and May 28
  - Meeting with Ian and Dale to discuss Coffee-Ology semantics
- 11. Marketing and Communications Committee
- 12. Conference call with Dale, Kayleigh, and lawyer to discuss legal around complaints committee
- 13. Policy Development on May 21 and May 28
- 14. Digital Strategy Group
- 15. Organizing and planning of September Clubs and Course Union Days
- 16. Answer and respond to emails/phone calls
  - Advise students on Clubs/Course Union policies and grant requests
- 17. Update and revamp 'Student Groups' section of UVSS website with Alannah
  - Streamline processes
  - Update all forms and information
  - Fix layout
- 18. Meeting with Alannah, Carmen, Jan House, and Tara Britt to streamline student booking processes for UVSS and UVic spaces and equipment
- 19. Cheque signing
- 20. ABCS strategy meeting
- 21. Opened food bank for multiple students