



# Minutes

University of Victoria Students' Society

Monday September 22, 2014 – SUB Upper Lounge 6:00 pm

## ATTENDANCE

### Directors:

Kayleigh Erickson, Annie Do, Lindsey Willis, Jordan Crocker, Kaylee Szakacs, Jamie Cook, Valery Heckel, Ian Kopp, Anas Cheema, Leat Ahrony, Jen Storey, David Parent, Cal Mitchell, Kenya Rogers, Greg Atkinson, Nick Tang, Katerina Perlova, Makenzie Zouboules

### Staff:

Ben Johnson, Dale Robertson

### Guests:

Billy Yue, Jessica Car-son, Emily Thiesen, Tristin Ryan

## 1. CALL TO ORDER

Erickson called the meeting to order at 6:11pm.

## 2. ACKNOWLEDGEMENT OF TERRITORIES

Erickson acknowledged the territories.

## 3. ADOPTION OF AGENDA

### a. Adoption of Agenda Agenda of 2014/09/22

#### MOTION TO ADOPT - SZAKACS/ATKINSON

#### MOTION TO AMEND – ERICKSON/ATKINSON

Add 'Ombudsperson' under Presentations.

#### AMENDMENT CARRIED

#### MOTION TO AMEND – ERICKSON/ATKINSON

Add the following motions to Priority Business:

#### Motion 2014/09/22: AA – ERICKSON/ATKINSON

**BIRT** the following Special Resolution be added to the October 16 UVSS Annual General Meeting agenda:

#### MOTION TO AMEND BYLAWS 5,6,8,9

**BIRT** Bylaw 5.1 is amended as follows:

### **5.1 Composition of the Board of Directors**

The Board of Directors shall be comprised of:

- a. The following directors elected by the membership:
  - i. One Executive Director as Chairperson,
  - ii. One Executive Director as Director of Student Affairs,
  - iii. One Executive Director as Director of Events,
  - iv. One Executive Director as Director of Finance and Operations,
  - v. One Executive Director as Director of External Relations, and
  - vi. Eleven [11] At-Large Directors
- b. The following directors elected by their respective constituency organizations:
  - i. Women's Centre Representative
  - ii. UVSS Pride Representative
  - iii. Society for Students with a Disability Representative
  - iv. Students of Colour Collective Representative
- c. The Native Students' Union Representative elected by the Native Students' Union.
- d. **The International Student Representative elected by international students.**

**BIFRT** Bylaw 5.2 is amended as follows:

### **5.2 Term of Office of Members of the Board of Directors**

- a. Executive **directors, and At-Large Directors, and the International Student Representative** elected during the month of March shall be elected for one year terms, to take office on May 1st.

**BIFRT** Bylaw 6 is amended to include the following new section:

### **6.4 Election of The International Student Representative to the Board of Directors** **The International Student Representative shall be elected by international students who are UVic undergraduate students that are assessed Students' Society fees.**

**BIFRT** Bylaw 8 is amended to include the following new section:

### **8.8 International Student Representative**

**The International Student Representative shall:**

- a. **Perform those duties required of At-Large Directors as outlined in Bylaw Eight, Article Six [8.6].**
- b. **Liase with international students who attend the University of Victoria.**

**BIFRT** Bylaw 9 is amended as follows:

### **9.5 Vacancies Established on the Board of Directors**

- a. When a vacancy on the Board of Directors has been definitely established for a Director at Large position **or the International Student Representative**, the Directors may decide to:
  - i. hold a by-election at the discretion of the Board of Directors

**BIFRT** the first international student representative shall be elected during the March 2015 elections to the Board of Directors.

**Motion 2014/09/22: AA – Erickson/**

**BIRT** the following Special Resolution be added to the October 16 UVSS Annual General

Meeting agenda:

**MOTION TO AMEND BYLAW 8 – DUTIES AND RESPONSIBILITIES OF DIRECTORS**

**BIRT** Bylaw 8.1 is amended as follows:

**8.1 Chairperson**

The Chairperson shall:

- e. **Liaise with legal counsel and the General Manager on legal matters affecting the Society,**

**BIFRT** Bylaw 8.2 is amended as follows:

**8.2 Director of Finance and Operations**

The Director of Finance and Operations shall:

- a. Oversee the administration of all aspects of the Students' Society's finances, **operations, services, marketing, and strategic planning,**
- ~~b. Oversee the administration of the Students' Society's operations and services,~~

**BIFRT** Bylaw 8.2 is amended as follows:

**8.5 Director of External Relations**

The Director of Director of External Relations shall:

- a. Coordinate the ~~marketing, communications and~~ **campaigns and media relations** of the Society,
- b. Communicate regularly with all levels of government in order to advocate for student issues,
- c. **Be the Students' Society's spokesperson on all campaigns organized by Campaigns Committee, or as assigned by the Board of Directors.**

**BIFRT** these bylaw changes shall come into effect on May 1, 2015.

**Motion 2014/09/22: AA – Erickson/**

**BIRT** the following Special Resolution be added to the October 16 UVSS Annual General Meeting agenda:

**MOTION TO AMEND BYLAW 4 – GENERAL MEETINGS AND REFERENDA**

**BIRT** Bylaw 4.7.b is amended as follows:

- b. Referenda may be called at any time between the months of September to April inclusive by:
  - i. a majority vote of a quorate meeting of the Board of Directors, ~~subject to Bylaw Three, Article Three [3.3]; or~~

**BIFRT** Bylaw 4.7.d is amended as follows:

- d. Quorum for a referendum shall be ~~five percent [5%]~~ **fifteen percent [15%]** of the voting membership.

**Motion 2014/09/22: AA – Erickson/ATKINSON**

**BIRT** the following Special Resolution be added to the October 16 UVSS Annual General Meeting agenda:

**MOTION TO AMEND BYLAW 5 – BOARD OF DIRECTORS OF THE STUDENTS' SOCIETY**

**BIRT** Bylaw 5.3.h is amended as follows:

- h. The minutes of Board of Directors meetings shall be posted ~~in the Students' Society Building and on notice boards under the jurisdiction of the Students' Society~~ **on the Students' Society website.**

**AMENDMENT CARRIED**

**MOTION TO AMEND – DO/ZOUBOULES**

Add the following to the end of Priority Business:

**MOTION 2014/09/22: A1 – DO/ZOUBOULES**

WHEREAS The UVSS Board of Directors is committed to being transparent, available and accessible to students; and

WHEREAS The Directors at large do not have the same obligations as executive directors, but are still made responsible to the student body as elected officials; therefore **BIRT** the Board refer the following motion to Policy Development Committee to amend and make revisions before it is put forward at the next Board of Directors meeting:

**BIRT** Board of Directors Policy Part 1: Director Conduct and Duties under 2. General be amended to add the following sections:

- a. **All DALs are required to commit at least three hours per week during society hours to volunteering for UVSS activities that do not pertain to board meetings and/or committee meetings;**
- b. **At least one of those hours be committed to being present in the DAL office during society hours every week, documented as per a public weekly calendar pre-scheduled on the previous Friday for the following Monday.**

**AMENDMENT CARRIED**

**AGENDA CARRIED AS AMENDED**

- 4. **ANNOUNCEMENTS**
- 5. **PRESENTATIONS**
  - a. **Ombudsperson**
- 6. **REPORTS**
  - a. **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**

b. **Director of External Relations; re: Alliance of BC Students**

7. **QUESTION PERIOD**

8. **MAIN MOTIONS**

a. **COMMITTEE APPOINTMENTS**

**Motion 2014/05/05: 11 – ERICKSON/ATKINSON**

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

Campaigns Three (3) Members

Zouboules for Tristin Ryan

Ombudsperson One (1) Member, One (1) Student Senator

Speaker Series Two (2) Members

SUB Renovations One (1) Members

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

**MOTION TO RATIFY TRISTIN RYAN - HECKEL/PARENT**

**MOTION CARRIED**

**Motion 2014/07/21: 02 – Erickson/ATKINSON**

**BIRT** nominations be opened to elect representatives to sit on the following University Human Rights Committee (UHRC) advisory groups:

- **Educational Equity Advisory Group (EdAG)** - one (1) member and one (1) representative from each constituency organization (WC, SOCC, NSU)
- **Employment Equity Advisory Group (EmAG)** – one (1) member

Erickson for Szakacs.

**MOTION TO RATIFY SZAKACS - MITCHELL/CROCKER**

**MOTION CARRIED**

**Motion 2014/09/08: 1E – ERICKSON/CROCKER**

**BIRT** nominations be opened to elect directors to the following committees:

- **(One Representative – organized through Native Students Union) Aboriginal Service Plan Advisory Committee**

Lisa Girbav

- **(One Representative – organized through Native Students Union) Aboriginal Service Plan Internal Working Group**

Lisa Girbav

- **(One Representative – organized through Native Students Union) Indigenous Academic Advisory Council**

Jessica Brown

**MOTION TO RATIFY LISA GIRBAV AND JESSICA BROWN -  
ZOUBOULES/ATKINSON**

**MOTION CARRIED**

**b. PRIORITY BUSINESS**

**Motion 2014/09/22: 01 –SZAKACS/MITCHELL**

**BIRT** the following 27 Course Unions are ratified with funding in the amount of \$538.60 for the Fall 2014 Semester:

- Anthropology Student Society
- Biochemistry Microbiology Students' Society
- Bureau of Sociology Students
- Chemistry Student Society
- Child and Youth Care Student's Society
- Computer Music Course Union
- Economics Course Union
- English Students' Association
- Environmental Studies Students' Association
- Germanic Studies Course Union
- Greek and Roman Studies Course Union
- Health Sciences Student Association
- History in Art Student Association
- Medieval Studies Course Union
- Pacific Asian Students Society
- Philosophy Student Union
- PsychOS
- Slavic Studies Course Union
- Society of Geography Students
- Students in Undergraduate Mathematics and Statistics
- The History Undergraduate Society
- Undergrad Writing Union
- Undergraduates of Political Science
- Underlings
- University of Victoria Computer Science Course Union
- University of Victoria Nursing Students' Society
- University of Victoria Student Music Educators' Association

**MOTION CARRIED**

Crocker, Cook, Kopp abstained

**Motion 2014/09/22: 02 – SZAKACS/ATKINSON**

**BIRT** the UVic Nursing Students' Association is granted \$4000 from the Travel Pool fund.

**MOTION CARRIED**

**Motion 2014/09/22: 03 – SZAKACS/WILLIS**

**BIRT** the UVic Student Music Educators' Association is granted \$1100 from the Travel Pool fund.

**MOTION CARRIED**

**Motion 2014/09/22: 04 – CHEEMA/MITCHELL**

**BIRT** the Board recommend the 2014-2015 budget for adoption at the October 2014 AGM, as recommended by Finance & Operations Committee.

**MOTION CARRIED**

**Motion 2014/09/22: 05 – CHEEMA/MITCHELL**

**BIRT** the Board recommends the 2013-2014 audited financial statements for adoption at the October 2014 AGM, as recommended by Finance & Operations Committee.

**AMENDMENT – ERICKSON/**

As follows:

**Motion 2014/09/22: 05 – CHEEMA/ATKINSON**

**BIRT** the Board ~~recommends~~ **sends a motion to receive** the 2013-2014 audited financial statements for adoption at the October 2014 AGM, ~~as recommended by Finance & Operations Committee.~~

**AMENDMENT CARRIED**

**MOTION CARRIED**

**Motion 2014/09/22: 06 – ATKINSON/PARENT**

**BIRT** the following Ordinary Resolution be added to the October 16 UVSS Annual General Meeting agenda:

**MOTION – Peter Gibbs/**

**BIRT** the membership approve the following question go to a referendum, to be scheduled for March 2 –3, 2015 and held in conjunction with UVSS elections to the Board of Directors:

**"Do you support the UVSS lobbying the University of Victoria Foundation to withdraw (or "divest") its direct investments in fossil fuel companies and re-invest the proceeds in the most financially and socially responsible alternative investments?" Yes / No"**

**AMENDMENT – CROCKER/ERICKSON**

**BIFRT** a moderated debate on this issue be held before the AGM.

**AMENDMENT TO THE AMENDMENT – Erickson/Willis**

**BIFRT** a moderated debate on this issue be held before the referendum.

**AMENDMENT TO THE AMENDMENT FAILED**

**AMENDMENT FAILED**

Tang requested a roll call vote.

Do – in favour

Willis – opposed  
Crocker- opposed  
Szakacs - opposed  
Cook - opposed  
Heckle – in favour  
Kopp –in favour  
Cheema – in favour  
Mitchell – in favour  
Storey – abstained  
Parent – in favor  
Rogers-in favour  
Ahrony – in favour  
Atkinson -in favour  
Tang – in favour  
Zouboules - in favour  
Perlova -in favour

**MOTION CARRIED**

**Motion 2014/09/22: AA – ERICKSON/MITCHELL**

**BIRT** the following Special Resolution be added to the October 16 UVSS Annual General Meeting agenda:

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**The International Student Representative shall be elected by international**



**students who are UVic undergraduate students that are assessed Students' Society fees.**

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**MOTION CARRIED**

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**MOTION TO AMEND BYLAW 8 – DUTIES AND RESPONSIBILITIES OF DIRECTORS**

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**8.1 Chairperson**

The Chairperson shall:

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The Director of Director of External Relations shall:

- a. ~~Coordinate the marketing, communications and~~ **coordinate the marketing, communications and campaigns and media relations** of the Society,
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- c. **Be the Students' Society's spokesperson on all campaigns organized by Campaigns Committee, or as assigned by the Board of Directors.**

BIFRT these bylaw changes shall come into effect on May 1, 2015.

**MOTION CARRIED**

**Motion 2014/09/22: AA – ERICKSON/ATKINSON**

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**MOTION TO AMEND BYLAW 4 – GENERAL MEETINGS AND REFERENDA**

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- b. Referenda may be called at any time between the months of September to April inclusive by:
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**BIFRT** Bylaw 4.7.d is amended as follows:

- d. Quorum for a referendum shall be ~~five percent [5%]~~ **fifteen percent [15%]** of the voting membership.

**MOTION CARRIED**

**Motion 2014/09/22: AA – ERICKSON/SZAKACS**

**BIRT** the following Special Resolution be added to the October 16 UVSS Annual General Meeting agenda:

**MOTION TO AMEND BYLAW 5 – BOARD OF DIRECTORS OF THE STUDENTS' SOCIETY**

**BIRT** Bylaw 5.3.h is amended as follows:

- h. The minutes of Board of Directors meetings shall be posted ~~in the Students' Society Building and on notice boards under the jurisdiction of the Students' Society~~ **on the Students' Society website.**

**MOTION CARRIED**

**Motion 2014/09/22: 07 – Parent/C.Mitchell**

**WHEREAS** Board of Directors Policy Part 1.4.C states:

- c. During the first four [4] months of the board term, directors and relevant staff shall attend a workshop on anti-oppressive organizing. Advocacy groups including AVP shall be consulted for suggestions of appropriate facilitators.

**WHEREAS** Board of Directors Policy Part 1.4.D states:

- d. Throughout the board term, the Board of Directors shall schedule a minimum of two [2] workshops in areas such as but not limited to: non-violent communication, decolonization and unlearning racism, ally ship, collaborating across difference, challenging sexism, inclusive workplace practices and accessibility. These workshops shall be open to both directors and staff. Advocacy groups including AVP shall be consulted for suggestions of appropriate facilitators.

**WHEREAS** this training is a requirement which allows for directors to fulfill their positions adequately amongst a very diverse student body; and

**WHEREAS** none of the required workshops under Board of Directors Policy have been scheduled and it is more than 4.5 months into the board term; therefore

**BIRT** an anti-oppression workshop, organized and facilitated by AVP, is scheduled on Monday October 27 from 6pm-10pm; and

**BIRT** attendance be mandatory; and

**BIFRT** directors who do not attend the workshops without a valid reason will be subject to a

censure vote.

**AMENDMENT – PARENT/MITCHELL**

**BIFRT** directors who do not attend the workshops without a valid reason, **such as a documented illness**, will be subject to a censure vote.

**AMENDMENT TO THE AMENDMENT – ERICKSON/CROCKER**

**BIFRT** directors who do not attend the workshops without a valid reason, **such as a documented illness**, will be subject to a censure vote **lose director benefits**.

**AMENDMENT TO THE AMENDMENT  
AMENMENT OUT OF ORDER**

**AMENDMENT FAILED**

**AMENDMENT – SZAKACS/CROCKER**

~~**BIFRT** directors who do not attend the workshops without a valid reason will be subject to a censure vote.~~

**BIFRT** directors who are not able to attend the workshop shall schedule a meeting with the AVP coordinator to determine next steps.

**AMENDMENT FAILED**

**AMENDMENT – TANG/SZAKACS**

**BIRT** an anti-oppression workshop, organized and facilitated by AVP, is scheduled on ~~Monday October 27 from 6pm-10pm~~ **to be completed by the Director of External Relations before October 31, 2014;** and

**AMENDMENT CARRIED  
MOTION CARRIED**

**MOTION 2014/09/22: A1 – DO/ZOUBOULES**

WHEREAS The UVSS Board of Directors is committed to being transparent, available and accessible to students; and

WHEREAS The Directors at large do not have the same obligations as executive directors, but are still made responsible to the student body as elected officials; therefore

**BIRT** the Board refer the following motion to Policy Development Committee to amend and make revisions before it is put forward at the next Board of Directors meeting:

**BIRT** Board of Directors Policy Part 1: Director Conduct and Duties under 2. General be amended to add the following sections:

**a. All DALs are required to commit at least three hours per week during society hours to volunteering for UVSS activities that do not pertain to board meetings and/or committee meetings;**

**b. At least one of those hours be committed to being present in the DAL office during society hours every week, documented as per a public weekly calendar pre-scheduled on the previous Friday for the following Monday.**

**AMENDMENT – HECKEL/ERICKSON**

**BIRT** the first operative clause is removed.

**MOTION TO REFER TO POLICY DEVELOPMENT – COOK/CROCKER  
MOTION TO REFER CARRIED**

**9. IN CAMERA**

**CROCKER/AHRONY  
MOTION CARRIED**

The meeting moved in camera at 9:51pm.

- a. Legal
- b. Personnel

**CROCKER/MITCHELL  
MOTION CARRIED**

The meeting moved out of camera at 11:24pm.

**Motion 2014/09/22: AA – ERICKSON/MITCHELL**  
**BIRT** Complaints Committee is struck from Terms of Reference; and  
**BIFRT** Clubs Policy Part B, Section 9 is amended as follows:

**9. COMPLIANCE**

1. Each club must be and remain in compliance with the following requirements in order to continue to be recognized and have status:
  - a. Adherence to all aspects of this policy.
  - b. Adherence to the constitution and bylaws of the UVSS.
  - c. Adherence to the University of Victoria's policies of general application, including Discrimination and Harassment Policy GV0205-1150, or such policies as may be in force from time to time.
  - d. Not be found to have contravened the University's Discrimination and Harassment Policy **by the University of Victoria's Equity and Human Rights Office.**
2. **If a club is found by the Board of Directors to be non-compliant with this Clubs Policy, and for greater certainty compliance with the University of Victoria's Discrimination and Harassment Policy shall be adjudicated upon by the University's Equity and Human Rights Office, the Club may be subject to discipline by the Board of Directors who may direct or order any of the following in relation to the Club's activities and status as a UVSS Club:**
  - a. **An order to cease the violation and to refrain from committing the same or similar violation again.**
  - b. **Public censure.**
  - c. **Freezing of accounts, denial of funding or withdrawal of unspent funds for no more than one year.**
  - d. **Withdrawal of room or AV booking privileges for no more than one year.**
  - e. **Withdrawal of postering and bannering privileges for no more than one year.**
  - f. **Withdrawal of club status for no more than one year, at which point the club may re-apply for status.**
  - g. **Other actions that the Board of Directors finds appropriate.**
3. **If a club is found by the University of Victoria's Equity and Human Rights Office to have contravened the University's**

**Discrimination and Harassment Policy, the club shall lose status for one [1] year.**

BIFRT Clubs Policy Part B.4.f is amended as follows:

- f. A club shall not be granted status until such time that the club's signing officers have read Clubs Policy ~~Part F: Harassment~~ and have signed a form verifying that ~~this section~~ it has been read, understood and communicated to the club's entire membership.

BIFRT Clubs Policy Part B.10 Complaints is adopted:

**10. COMPLAINTS**

- a. **The UVSS does not adjudicate club related harassment and discrimination complaints.**
- b. **Discrimination and harassment complaints relating to clubs can be made to the University's Equity and Human Rights Office.**
- c. **Members can make non-harassment and discrimination related complaints regarding clubs to the Director of Student Affairs. The Director of Student Affairs will bring the complaint to the attention of the Club and will seek to resolve the matter informally and mediate between the two parties. If this informal process is unsuccessful, the Director of Student Affairs will bring the matter forward to the Board of Directors for adjudication. The Board may choose to establish an ad hoc complaints committee if it deems necessary.**

BIFRT Clubs Policy Part E is struck:

**~~PART E: DISCIPLINE~~**

**~~1. ACTIONS~~**

~~Clubs having been found to violate Clubs policy may be disciplined by the Board of Directors as follows:~~

- ~~a. An order to cease the violation and to refrain from committing the same or similar violation again.~~
- ~~b. Public censure.~~
- ~~c. Freezing of accounts, denial of funding or withdrawal of unspent funds for no more than one year.~~
- ~~d. Withdrawal of room or AV booking privileges for no more than one year.~~
- ~~e. Withdrawal of postering and bannering privileges for no more than one year.~~
- ~~f. Withdrawal of Clubs Status for no more than one year.~~
- ~~g. Other actions that the Board of Directors finds appropriate.~~

**~~2. REINSTATEMENT~~**

~~Where status has been withdrawn, after the expiry of the period of withdrawal the disciplined club may re-apply for status.~~

**~~Amended BOD 2014/04/07~~**

**MOTION CARRIED**

**Motion 2014/09/22: AA – STOREY/TANG**

**BIRT** Board of Directors Policy Part 5: Executive Directors is amended to include the following new sections:

**Performance of Duties**

- j.** If an executive director is not meeting their duties and responsibilities under the bylaws and policy, the matter shall: (a) be discussed with the executive director in a meeting with the Executive Committee facilitated by a neutral third party, and/or (b) the executives not under review shall detail their concerns in a written letter delivered by a third party. The executive director under review shall be given five [5] business days to respond to the concerns in writing. They shall also be given a reasonable time frame in which to correct their behavior or improve their job performance and they shall be offered assistance to help build their capacity. This shall constitute the first step of a three step progressive disciplinary process.
- k.** If an executive director is either unable or unwilling to correct their behavior or improve their job performance after being issued a warning by Executive Committee (Step 1), the matter shall be referred to the Board of Directors for further consideration (Step 2). Either party could request to have a third party chair or facilitate the discussion. Disciplinary action may include, but is not limited to, censure and/or removal of benefits. Any disciplinary action must be passed by a 3/4 vote of the Board. The executive director under review shall be given five [5] business days to respond to the concerns in writing. They shall also be given a reasonable time frame in which to correct their behavior or improve their job performance.
- l.** If an executive director is either unable or unwilling to correct their behavior or improve their job performance after being issued a warning and/or disciplinary action by the Board of Directors, the Board shall pass a motion to initiate proceedings to have the director removed from the Board of Directors, as per the Society Act of British Columbia. This motion must be passed by a 2/3 vote of the Board, as per Society Bylaws.

**MOTION CARRIED**

**9. MEETING TIMES**

The next meeting scheduled by the Board of Directors is:  
Monday October 6, 2014 in SUB Upper Lounge.

**10. ADJOURNMENT**

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

The meeting was adjourned at 11:24pm.

**11. DIRECTOR REPORTS**

**Atkinson:**

**Total hours worked between September 6 – September 18:** 90 hours + 1 sick day

**Activities:**

- Met with members of Sexualized Violence Awareness Week Planning Committee
- Executive committee.
- Rethinking Masculinity Event
- Marketing Planning and Advisory Group
- Cheque signing
- Campaigns Committee
- Digital Strategy Group
- Sub Renos Committee
- Met with Cambiguous
- Met with Advanced Education Critic
- Met with ABCS Chair
- Met with VP External for UBCAMS to talk municipal elections
- Volunteer Training for LGC
- Clubs and Course Union tabling and volunteer coordination
- LGC Tabling and coordination
- Dodge ball event
- All Ages Dance Party set up
- Spoke to Course Union Council
- BoD Meeting
- Victoria Regional Transit Commission Meeting

**Committees**

Marketing and Communications Committee

- Will meet next week

Campaigns Committee

- Minutes Attached

**Rogers:**

Since the last board meeting I have been keeping really busy with school and UVSS stuff.

I helped out at the Clubs and Course Unions Table on the 11th- **3 hours**.

Re-thinking Masculinity talk- **2 hours**

Campaigns Committee- **1 1/2 hours**

Free Store layout meeting with Ben and Dale- **1 hour**

Feast at First Peoples House- **1 hour**

**Total hours: 8 1/2 hours**

**Heckel:**

**September:**

**8th Monday**

4 hr Board Report

2.25 hr Finance and Sub Renos

1.5 hr Let's Get Consensual

3.25 Clubs Council

**9th Tuesday**

1 Let's Get Consensual

**10th Wednesday**

1 hr meeting w Anas

**16th Tuesday**

1.5 hr Campaigns Meeting

**17th Wednesday**

1 hr MPAG Meeting

1 hr Budget Review

**18th Thursday**

1.5 hr Sub Renos

**19th Friday**

2 hr Food Bank

Total: 20 hrs

**Cook:**

Unfortunately I did not engage in anything substantive over the past two weeks. Please consider this my Board Report.

Perlova:

-Monday September 8th: Represented UVSS at Senate Committee on Learning and Teaching, Attended UVSS Board meetin (5 hours)

-Tuesday September 9th: Attended 'Rethinking Masculinity' (2 hours)

-Wednesday September 10th: Helped at clubs and course unions day ;tabling and tear down (1 hour)

-Thursday September 11th: Clubs and course unions day; Set up UVSS and LGC table before class, tabling during lunch break, tabling and tear down (2.5 hours)

-Tuesday September 16th: Attended Campaigns committee (45 minutes)

-Wednesday September 17th: Helped Kayleigh with Mental Health Week brainstorming/logistics (45 minutes)

Other: Promoted Sexualized Violence Awareness Week and Clubs and Course Unions days to friends and residents via posters, Facebook sharing/inviting to events.

Total: 12 hours

**Erickson:**

September 6-19: Total hours: 165

-Attended Clubs Council

-Chaired the Board Meeting on September 8th

-Met with Dale to discuss mental health week

-Attended the Senate Committee on Academic Standards

-Conference Call with Kate Hollefreund

-Created Executive letter

-Met with Cab Drivers re: accessibility and limiting drunk driving

-Attended Clubs Day



- Met with Youth Protecting Youth
- Worked on an official UVSS statement for YPY
- Met with Sheamus re: Mental Health
- Met with Erica Youds re: Uvic Ambassadors
- Corresponded with Lawyers re: Policy changes and Society Act
- Attended Course Union Council
- Signed Cheques
- Attended Senate Committee on Awards
- Met with Student Affairs (UVic)
- Helped a student with her Senate nomination
- Attended the NSU Feast in the First People's House
- Met with the University Secretary
- Met with Ms. Nolt re: WUSC
- Meeting with Ms. Schell re: Mental Health Strategy
- Attended the UVSS Operational Relations Committee
- Worked on the Coast Capital Grant part 2
- Met with Tanner Boker and UBC AMS' External executive
- Met with Mr. Hurley re: United Way Campaign
- Met with Zoe re: Mosquoy
- Met with Ms. Player re: OOSITS
- Attended Campaigns Committee
- Re-stocked the foodbank x 4
- Chaired Executive Committee
- Talked with Reslife re: Suicide prevention training
- Contacted Rachael Grant re: Mental Health
- Meeting with Greg
- Met with previous SSD coordinator
- Contacted Ms. Ducharme re: CARSA funding
- Met with Health Services re: Mental health campaign
- Met with Katerina re: mental health week! We have new ideas ;)

**Willis:**

Thursday September 11  
3.5 h clubs day  
2h NSU feast

Tuesday September 16  
1.5 h Campaigns committee

Total hours: 7 h

**Kopp:**

Total Hours: (78)

**Work Activities:**

- Meetings including but not limited to: Board Meeting, Executive Meeting, and with Res Life, Vikes Athletics, Campus Security, Atmos Events, Student Services, Cambiguous Videography and Photography, and CFUV on a variety of topics.
- Development of new time for Events Committee, as well as participation in Campaigns, MPAG, and Digital Strategy Group.
- Participation in the Sexuality and Disabilities workshop, run by the SSD
- E-mail communication to a variety of individuals and organizations.
- Finalization and logistic preparation for Terry fox Run

- Preparation for Pop-Up Yoga, run in conjunction with the Canadian Breast Cancer Foundation
- Preparation for Open Mic in the Dark
- Participation in hiring committee for SSD
- Facilitation of off-hours usage of the Food Bank
- Provision of support during Clubs and Course Union days
- In-depth development of event scheduling for the remainder of first term
- Post-Kickoff debriefing, cleanup, and re-organization

**Events Committee:**

- Events Committee has been re-scheduled after polling and will now take place at 11:30am each Wednesday in SUB B203, with potential to shift to bi-weekly should the workload become insufficient for such frequency.

**Szakacs:**

September 8 – 15, 2014

95 Hours

- Clubs Council
  - chair, organize, facilitate presentations
  - 17 new clubs ratified with \$75.04
  - 7 new clubs ratified with no funding
  - 89 returning clubs ratified with \$143.64
  - 20 returning clubs ratified with no funding
- Passed Special Project Grant applications (Clubs' Council) – amount remaining in pool - \$1502.80
  1. Leadership through Diversity: \$500
  2. Heavy Metal Club: \$834
  3. UVic Cycling Club: \$800
  4. Global Medical Brigades: \$895
  5. JDC West: \$500
  6. UVic Hybrid Team: \$500
  7. Indian Student Association: \$500
  8. Youth Protecting Youth: \$325
  9. Hoop Love Club: \$750
  10. African & Caribbean Students' Association - \$800
- Course Union Council
  - chair, organize, facilitate presentations
  - 27 Course Unions ratified with \$538.60
  - discrepancy with Academic Fund – conversations with Dale and Robert to settle
- Passed Travel Pool Applications (Course Union Council) – amount remaining in pool - \$2160
  1. UVic Nursing Students' Society: \$4000
  2. UVic Student Music Educators' Association: \$1100
- Create spreadsheet with all C/CUs and their account codes and send to Robert for processing
- Record all grant applications, organize appropriately
- C/CU registration for C/CU Days
- Create master plan for C/CU Days

- Club and Course Union Days
  - set up/tear down hallway, SUB Upper Lounge, and outside front of SUB
  - oversee set up/tear down of MPR (Catering)
  - label all tables
  - general supervision of and resource to all participants
  - conflict intervention/mediation
  - oversee clean-up
- Committee attendance
  - exec, campaigns, operational relations, finance and operations, mental health
- Board meeting
- Filming with Mike for UVSS video
- Communication with C/CUs/advocacy groups/PDUs
  - via text, email, phone, and appointment
- Meeting with Kevin from Africa Calling
- Cotton Candy
- Cheque signing (11 & 18)
- Process cheque requisitions
- Organize C/CU mail
- Facilitate food bank during off hours
- FBFS Hiring Committee
  - review all resumes, short-list applicants
- Room bookings
- Create motions for board meeting
- Update all signing authorities
- Update all C/CU accounts

**Cheema:**

Total Hours Worked 110

- Final Budget approval for 2014/2015 Board term by the finance committee
- Obtained revenue forecast and Projected sales.
- Designed labor budget
- Estimated selling and administrative expenses
- Obtained capital budget requests. Validated all capital budget requests and forwarded them to the management team with comments and recommendations.
- Update the budgeting model. Inputting all budget information into the master budget model.
- Budget Review process. Met with the senior managers to review the budget. Highlighting possible constraint issues, and any limitations caused by funding limitations. Noting all comments made by the management team, and forward this information back to the finance committee, with requests to modify the budgets.
- Chaired Sub renovations committee

**Zouboules:**

Director-at-Large

UVSS

Week of September 23<sup>rd</sup> 2014

Tasks

- Attended UVSS Board meeting

- Attended Clubs council
- Meeting with Ben and Greg about ABCS
- Preparation for ABCs (reading bylaws and other historical documents)
- ABS Meeting at Capilano University
- Attended Marketing and Communications Meeting
- Set-up and cleaned the office with Annie Do
- Policy development with Annie Do and Valerie Heckel
- Opened the foodbank
- Answered questions in the UVSS resource center
- Directed students on campus towards resources and buildings
- Relayed contact information for Execs to students, including messages to Execs if urgent
- Kept the DAL office open

2:00- 3:00, 6:00 p.m. – 10:00 p.m. Monday (5)

Tuesday (2)

Wednesday

Thursday

11:00-1:00 Friday (2)

6:00- p.m. - 8:00 p.m. Monday (2)

2 p.m. – 4:00. Tuesday (2)

12:30 – 3:30 p.m. Wednesday (3)

3:45 p.m. - 7:15 p.m. Thursday (3.5)

4:00 – 6:00 p.m. Friday (2)

Saturday (6) \*\*expected hours

Hours 26.5

**Crocker:**

Monday, September 8, 2014:

Attended Board Meeting/UVSS Upper Lounge (6:00pm-10:00pm)

**Hours: 4**

Tuesday, September 9, 2014:

Clubs/Course Unions Table Sign-up/UVSS (7:20am-9:00am)

**Hours: 1.70**

Wednesday, September 10, 2014:

Course Union Council/UVSS B025 (3:55pm-4:25pm)

**Hours: 0.50**

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**Cumulative Hours: 6.20**

**Do:**

Sept 9 -Let's Get Consensual tabling 1hr  
Sept 11 -UVSS tabling at clubs day 2hr

Sept 16 - Filming for tips and trips

1hr

-Campaigns committee 45 mins

Sept 17 - DAL office 2 hrs

Total

6.75 hrs

Cheers!

Annie