



Minutes

Board of Directors - University of Victoria Students' Society
Monday March 21, 2016, 6:00pm
SUB B025

ATTENDANCE

Directors: Renwick-Shields, Szakacs, Pettifer, Middlemass, Rogers, Lusk, Peterson, Bhandar, Butz, McCartan, Woollgar, Mitchell, Madevon, Hagos

Staff: Ewart, Robertson

1. CALL TO ORDER

Renwick-Shields called the meeting to order at 6:03pm.

2. ACKNOWLEDGEMENT OF TERRITORIES

Rogers acknowledged the Territories.

3. ADOPTION OF AGENDA

- a. Adoption of Agenda
 - i. Agenda 2016/03/21

MOTION TO ADOPT THE AGENDA - BUTZ/WOOLLGAR
MOTION CARRIED

4. PRESENTATIONS, ANNOUNCEMENTS, & REPORTS

- a. PRESENTATIONS
- b. ANNOUNCEMENTS
- c. REPORT – EXECUTIVE DIRECTOR
- d. REPORTS – CONSTITUENCY ORGANIZATIONS & NSU
 - I. Pride
 - II. Women's Centre
 - III. NSU
 - IV. SOCC
 - V. SSD
- e. REPORTS – COMMITTEES, COUNCILS, WORKING GROUPS
 - I. Campaigns
 - II. Events
 - III. Finance & Operations
 - IV. Member Outreach & Engagement
 - V. Policy Development
 - VI. SUB Renovations

- VII. **Advocacy Council**
- VIII. **Clubs Council**
- IX. **Course Union Council**
- X. **Professional Development Union Council**
- XI. **SUB Occupants**
- XII. **University Relations**
- XIII. **Electoral**
- XIV. **Executive**
- XV. **Marketing Planning & Advisory Group**

5. QUESTION PERIOD

6. MAIN MOTIONS

a. PRIORITY BUSINESS

b. OLD BUSINESS

Motion 2016/03/14: 01 – RENWICK-SHIELDS/ROGERS

BIRT nominations be opened to elect one (1) member to the search committee for the Director of the School of Public Health and Social Policy in the Faculty of Human and Social Development.

Hagos for self.

**MOTION TO RATIFY HAGOS – RENWICK-SHIELDS/ROGERS
MOTION CARRIED**

c. NEW BUSINESS

RECOMMENDED BY POLICY DEVELOPMENT:

Motion 2016/03/21: 01 – RENWICK-SHIELDS/ROGERS

BIRT Excluded Personnel Policy Part 2 is amended as follows:

PART 2: COMPENSATION & BENEFITS

1. Compensation

Preamble

The Society is committed to establishing and maintaining competitive salaries for excluded personnel, reflective of current market conditions. Salary ranges shall be determined by comparing to similar positions in the non-profit sector and the marketplace, as determined by survey data provided by an independent compensation analyst.

As a values-based organisation founded on the principle of equity, the Society is committed to an equitable compensation system that is inclusive of its excluded *and* unionized employees. The Society supports pay fairness from the lowest student classification to the General Manager and Executive Director. The Society does not support a system of compensation where there is clear inequity between the lowest paid employee and the highest paid employee.

a. Salary Increases

In keeping with the values of equitable compensation and workplace fairness, the Society may provide salary increases to excluded managers within a fiscal year which are reflective of and shall not exceed the increase in the current cost of living allowance (COLA).

Additional corrective adjustments to salaries can be made if there is a justifiable market correction required that is supported by survey data provided by an independent compensation analyst. Corrective adjustments to excluded personnel salaries must be supported by a majority vote of the Board. The magnitude of the percentage increase shall be reflective of the manager's performance review. For example, in the case of an exceptional review, the Personnel Committee may consider a percentage increase that brings the individual to a salary leading the market. In the case of a performance review indicating underperformance, additional funding should be allotted to professional development instead of being allocated to a market adjustment salary increase.

In exceptional circumstances, where an excluded manager's existing job duties are altered or the volume of work increased at the request of the Board of Directors, additional compensation may be awarded, but must be supported by a two-thirds majority vote at board meeting with a minimum quorum of 14 directors.

MOTION TO AMEND – BHANDAR/BUTZ

Add: The chair of Personnel Committee is responsible for bringing forward these requests.

AMENDMENT CARRIED

~~b. Compensation Reviews~~

~~In recognition of the fact that from year to year the student directors who comprise the Society's Personnel Committee are not at a level of knowledge and experience to conduct a thorough and professional compensation analysis, an independent/external compensation analysis of excluded personnel shall be conducted every two years.~~

c. Bonuses

The Society does not support the practice of incentivizing staff through regular/annual performance or retention bonuses. In the non-profit sector, bonuses can be counter-productive – the best practice of reward is through fair compensation. Retention of excluded personnel will be achieved through competitive compensation and benefits; flexibility; and a progressive workplace environment.

The Society does not support bonuses for the following reasons:

- The Society is a non-profit social enterprise. Under the social enterprise model, the purpose of profits from business units is to be funnelled back into services and resources for students.
- Revenue development to achieve financial success is a team effort, involving *all* staff and board members. If excluded personnel are rewarded for dollars raised or dollars made, staff and directors are likely to react negatively when excluded personnel get what is essentially "a piece of the action."
- The drive to attain short-term and possibly less substantive outcomes can undermine more meaningful purposes if that's where the reward lies.
- Excluded personnel who lead non-profits are driven by a great extent by the mission and values of the Society – not the money. Bonuses have the potential to degrade the drive that is fuelled by passion.

~~Bonuses may be provided in exceptional circumstances but must be supported by a two-thirds majority vote at board meeting with a minimum quorum of 14 directors.~~

BIFRT Excluded Personnel Policy Part 7 is amended as follows:

PART 7: EVALUATION

3. Process & Timeline

- a. Excluded personnel shall receive an annual performance review for the period of May 1 to April 30 of the following year. This shall be a full 360 review which shall collect feedback and input from all directors, staff, and stakeholders. The annual performance review process shall commence no later than July 1.
- b. The **internal** review process shall ~~consist of~~ **follow the processes outlined in the UVSS Performance Program for Excluded Management.**
 - ~~monthly performance review meetings with Personnel Committee and excluded managers; and~~
 - ~~semesterly progress reports made by the Personnel Committee to the Board; and~~
 - ~~a final summary review to be presented to the Board no later than the first board meeting in April.~~
- c. ~~When an external review is conducted, this shall be considered supplemental to the ongoing annual review process conducted by Personnel Committee. External reviews must begin no later than January 15.~~
- d. The Personnel Committee shall meet monthly with excluded managers to ensure that their performance is aligned with their job descriptions, the strategic plan, and the priorities of the current Board.
- e. The Personnel Committee shall give a report on excluded managers' performance to the Board of Directors on a semesterly basis. Ideally these reports shall be given at the first board meetings in September **and** December, ~~and March.~~ **with a final summary review to be presented to the Board no later than the first board meeting in April.**
- f. The General Manager and Executive Director shall give a detailed verbal report on the finances and operations of the Society to the Board of Directors on a semesterly basis. Ideally these reports shall coincide with the Personnel Committee's semesterly performance reports to the Board.
- g. Every three years, an external performance **and compensation** review of excluded personnel shall be conducted. This shall be a full 360 review which shall collect feedback and input from all directors, staff, and stakeholders. **External reviews must begin no later than January 15.**

MOTION CARRIED AS AMENDED

Motion 2016/03/21: 03 – RENWICK-SHIELDS/LUSK

BIRT the Board approve a booking for VIPIRG on a weekend in March 2017 (Saturday & Sunday from 9-4pm) for their annual conference where they explore race, gender, homelessness, poverty, and indigenous sovereignty with a non-academic, community based focus.

AMENDMENT - ROGERS/MIDDLEMASS

This request is approved pending approval from NSU.

AMENDMENT CARRIED

MOTION CARRIED AS AMENDED.

Abstained: Hagos and Szakacs.

7. IN CAMERA

a. **Legal**

b. **Personnel Committee Report**

i. **Voting Members & Ex Officio Non-voting**

ii. **Voting Members – Directors Only**

**MOTION TO MOVE IN CAMERA – WOOLLGAR/PETERSON
MOTION CARRIED**

The meeting moved in camera at 6:48pm.

**MOTION TO MOVE OUT OF CAMERA – BUTZ/ROGERS
MOTION CARRIED**

The meeting moved out of camera 6:56pm.

8. MEETING TIMES

The next meeting scheduled by the Board of Directors is:

Monday April 11, 2016 in the SUB Upper Lounge.

9. ADJOURNMENT – PETTIFER/ROGERS

MOTION CARRIED

The meeting adjourned at 6:57pm.

10. DIRECTOR REPORTS

Kramer:

Total hours: 6

Board meeting- 2.5 hours

Campaigns-1 hour

Personnel-1 hour

Fin ops- 1 hr

FUC- 1 hr

Middlemass:

Total hours: 6.5

Board Meeting: 2.5 hrs

Fin and Ops: 1 hr

Campaigns: 1 hr

Volunteer (student society) hours: 3hrs