



Minutes

University of Victoria Students' Society
Monday August 28, 2017 – Vertigo, 6:00 pm

ATTENDANCE:

Directors:

Swaich, Angelblazer, Budz, Chasib, Fortier, Cumberland, Fairley, Wierzbicki, Stevanovic, Alamchandani, Ngenda

Staff:

Johnson, Ewart, Robertson

Regrets:

None

1. CALL TO ORDER

Fairley called the meeting to order at 6:04pm.

2. ACKNOWLEDGEMENT OF TERRITORIES

Fairley acknowledged the territories.

3. ADOPTION OF AGENDA & ADOPTION OF MINUTES

- a. Adoption of Agenda
 - i. Agenda of 2017/08/28

**MOTION TO ADOPT THE AGENDA - BUDZ/CUMBERLAND
AGENDA CARRIED**

- b. Adoption of Minutes
 - i. Board of Directors
-2017/08/14

**MOTION TO ADOPT - BUDZ/STEVANOVICH
MOTION CARRIED**

4. PRESENTATIONS & ANNOUNCEMENTS

a. PRESENTATIONS

b. **ANNOUNCEMENTS**

5. **REPORTS**

a. **REPORT – EXECUTIVE DIRECTOR**

Strategic Plan Implementation, Society Finances & Operations
(re: BoD Policy Section 1, Part 3.2.1)

b. **REPORT – DIRECTOR OF FINANCE & OPERATIONS**

Society Finances (re: BoD Policy Section 2, Part 7.1)

c. **REPORTS – CONSTITUENCY ORGANIZATIONS & NSU**

I. **Pride**

II. **The Third Space**

III. **NSU**

IV. **SOCC**

V. **SSD**

d. **REPORT – INTERNATIONAL STUDENT RELATIONS REP**

e. **REPORTS – COMMITTEES, COUNCILS, WORKING GROUPS**

I. **Advocacy Council**

II. **Campaigns**

III. **Clubs Council**

IV. **Course Union Council**

V. **Electoral**

VI. **Events**

VII. **Executive**

VIII. **Finance & Operations**

IX. **Member Outreach & Engagement**

X. **Policy Development**

XI. **SUB Business Marketing**

XII. **SUB Occupants**

6. **QUESTION PERIOD (15 mins)**

7. **MAIN MOTIONS**

a. **PRIORITY BUSINESS**

MOTION 2017/08/28: 01 – FAIRLEY/ANGELBLAZER

BIRT the Board of Directors accepts the resignation of Griffen Hohl as Director at Large.

MOTION CARRIED

MOTION 2017/08/28: 02 – FAIRLEY/ANGELBLAZER

BIRT nominations be opened to elect one member to each of the following chair search committees:

Greek & Roman Studies (1 member)

Nominations:

Tara Jacklin

History (1 member)

No nominees.

Linguistics (1 member)

No nominees.

Pacific & Asian Studies (1 member)

No nominees.

Hispanic & Italian Studies (1 member)

Nominations:

Stephen Bagan

Philosophy (1 member)

Nominations:

Jade Thompson

**MOTION TO RATIFY ALL ELECTED – CHASIB/BUDZ
MOTION CARRIED**

MOTION 2017/08/28: 03 – FAIRLEY/SWAICH

BIRT nominations be opened to elect one member to the Campus Cycling Plan Advisory Group.

Nominations:

Makaila Wenezenki

Carson Redden

Redden elected by secret ballot.

**MOTION TO RATIFY REDDEN - ALAMCHANDANI/ANGELBLAZER
MOTION CARRIED**

MOTION 2017/08/28: 04 – FAIRLEY/FORTIER

BIRT nominations be opened to elect one student senator and one GSS representative to the Ombudsperson Committee.

Nominations - Student Senator:

Diana Popova

**MOTION TO RATIFY POPOVA - BUDZ/WIERZBICKI
MOTION CARRIED**

MOTION 2017/08/28: 05 – FAIRLEY/FORTIER

BIRT nominations be opened to elect members to each of the following Campus Planning and Sustainability Committees:

Sustainability Advisory Committee on Campus Operations (3 members)

Nominations:

Cumberland
Carrie Booth
Angelblazer

Campus Sustainability Fund Committee (2 members)

Nominations:

Fortier
Carrie Booth

**MOTION TO RATIFY FORTIER AND BOOTH - CHASIB/FORTIER
MOTION CARRIED**

MOTION 2017/08/28: 06 – FAIRLEY/BUDZ

BIRT nominations be opened to elect members to the following University Committees:

Advisory Committee on Academic Accommodation and Access for Students with Disabilities (2 members)

Nominations:

Fortier

Student Mental Health Steering Committee (1 member)

Nominations:

Swaich

Child Care Services – Parent Advisory Board (1 member)

Nominations:

Cumberland

Book Store Advisory Committee (2 members)

Nominations:

Fairley
Roxie Price

**MOTION TO RATIFY ALL ACCLAIMED CANDIDATES -
ALAMCHANDANI/CUMBERLAND
MOTION CARRIED**

MOTION 2017/08/28: 07 – FAIRLEY/FORTIER

BIRT nominations be opened to elect one director to Electoral Committee.

Nominations:

Fairley

MOTION TO RATIFY FAIRLEY - BUDZ/CUMBERLAND

MOTION CARRIED

b. OLD BUSINESS

MOTION 2017/05/08: 12 – FAIRLEY/FORTIER

BIRT nominations be opened for members to fill vacancies on the following *closed committees*:

UPASS Appeals **One (1) Member as recommended by SSD**

No nominations.

MOTION 2017/05/08: 13 – FAIRLEY/KELLY

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

Events	One (1) Member
Member Outreach & Engagement	One (1) Member
Policy Development	One (1) Member

No nominations.

MOTION 2017/05/08: 15 – FAIRLEY/SHAED

BIRT nominations be opened to fill the following vacancies on SUB Occupants Committee:

One (1) Representative as recommended by Society for Students with a Disability (SSD)

One (1) Representative as recommended by UVic Pride

One (1) Representative as recommended by UVic Sustainability Project (UVSP)

No nominations.

MOTION 2017/05/29:01 – CUMBERLAND/FORTIER

BIRT nominations be opened to elect members to the following UVic Senate committees:

Senate Committee on Continuing Studies (1 position)

Nominations:

Dheeraj Alamchandani

MOTION TO RATIFY ALAMCHANDANI - BUDZ/STEVANOVICH

MOTION CARRIED

MOTION 2017/08/14: 01 - FAIRLEY/CHASIB

BIRT nominations be opened to elect representatives from the UVSS to serve on each of the following Social Sciences' committees:

· **Awards & Recognition Committee (1 member)**

Nominations:

Chris Davie

Nicole Achtymichuk

Akshay Bhasin
Kayleigh Erickson
Jennifer Lorentz
Jade Oliver
Robyn Mack

Chris Davie elected by secret ballot.

· Curriculum Committee (1 member)

Nominations:

Chris Davie
Nicole Achtymichuk
Makaila Wenezenki
Jennifer Lorentz
Jade Oliver
Robyn Mack

Chris Davie elected by secret ballot.

· Equity and Diversity Committee (1 member)

Nominations:

Chris Davie
Nicole Achtymichuk
Ethan
Ravi Coughlan
Makaila Wenezenki
Kayleigh Erickson
Breanna Rogers
Jennifer Lorentz
Jade Oliver
Robyn Mack

Ravi Coughlan elected by secret ballot.

**MOTION TO RATIFY ALL ELECTED CANDIDATES - BUDZ/ALAMCHANDANI
MOTION CARRIED**

c. NEW BUSINESS

RECOMMENDED BY FINANCE AND OPERATIONS COMMITTEE:

**MOTION 2017/08/28: 08 – CUMBERLAND/SWAICH
BIRT the 2016-2019 UVSS Strategic Plan is adopted.**

MOTION CARRIED

RECOMMENDED BY FINANCE AND OPERATIONS COMMITTEE:

**MOTION 2017/08/28: 09 – CUMBERLAND/SWAICH
BIRT the 2017-2018 UVSS Budget is recommended to the October 2017 Annual General meeting for adoption.**

MOTION CARRIED

MOTION 2017/08/28: 10 – FORTIER/ALAMCHANDANI

BIRT Clubs Policy Part 2.3 Ratification and Status is amended to add Part 2.3.k as follows:

2.3 RATIFICATION AND STATUS*

- k. **The UVSS reserves the right to not ratify a club that is perceived to substantially duplicate the name, mandate, objectives, or activities of an established club.***

*** This policy will apply to all new clubs seeking ratification beginning in August 2017.**

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/08/28: 11 – FAIRLEY/FORTIER

BIRT Board of Directors Policy Section 1, Part 1.8 is amended as follows:

1.8 Social Media

a. UVSS Social Media Management

- i. Only designated UVSS staff, Lead Directors, or users authorised by Executive Committee are allowed to manage social media content on behalf of UVSS.
- ii. Use of UVSS social media must comply with UVSS bylaws and policy and all applicable legislation.
- iii. Only official UVSS information and views, not an individual's personal views, are to be communicated by staff or authorised users on UVSS social media channels.
- iv. **When sharing information on behalf of external organizations on the UVSS social media channels, Executive Committee shall:**
 - a. **Approve no more than two [2] external posts per month; and**
 - b. **Ensure that the organization's values align with those of the UVSS.**

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/08/28: 12 – CUMBERLAND/FORTIER

BIRT Board of Directors Policy Section 5, Part 3.7 is amended as follows:

3.7 PERSONNEL COMMITTEE

3. Duties

Management of Excluded Personnel

- a. **Oversee all aspects of hiring, managing, and evaluating Excluded Personnel, including:**
 - i. **Ensure that 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.
- ii. Review the performance of the General Manager and Executive Director against established objectives on a **regular** ~~monthly~~ basis.

Duties of Voting Members

- a. Advise Excluded Managers on addressing major personnel issues such as, but not limited to:
 - i. Collective bargaining
 - ii. Grievances (Step 1-3)
 - iii. Organizational and technological change
 - iv. The creation of new unionized staff positions (~~Class 1a to Class 12~~)
 - v. The elimination of current unionized staff positions (~~Class 1a to Class 12~~)
 - vi. Personnel management practices including hiring, evaluation and training
- b. Maintain a publicly available list of the total annual salaries of all ~~excluded managers and unionized employees class 13 and higher~~ **employees meeting the annual income established by the Societies Act.**

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/08/28: 13 – CUMBERLAND/ANGELBLAZER

BIRT Board Policy Section 1, Part 13 Excluded Personnel is renamed “Excluded Management”; and

BIFRT the term “Excluded Personnel” is struck and replaced with “Excluded Manager” (singular or plural where appropriate) in Board Policy; and

BIFRT Board Policy Section 1, Part 13.2.a (Compensation) is amended as follows:

a. Preamble

The Society is committed to establishing and maintaining competitive salaries for excluded ~~personnel~~ **manager**, 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 **at least every three years.**

BIFRT Board Policy Section 1, Part 13.4. (Vacation Entitlement & Office Holidays) is amended as follows:

- h. Excluded ~~personnel should~~ **managers shall** ensure that vacation does not overlap in a way that would substantially interfere with the normal functions of the University of Victoria Students' Society.

BIFRT Board Policy Section 1, Part 13.5.d.vi (Excluded Management Personal Leave) is amended to add the following:

- vi. **Under severe weather conditions, where unsafe to drive or no transit – one (1) day, or longer if transit is not running.**

BIFRT Board Policy Section 1, Part 13.8.c (Evaluation) is amended as follows:

c. Process & Timeline

- i. ~~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.~~ **Every year personnel committee shall execute a complete review of the excluded managers.** The annual performance review process shall commence no later than July 1. **The results of this review shall be communicated to excluded managers and presented to the Board in April.**
- iii. The Personnel Committee shall meet ~~monthly~~ **regularly** with excluded managers to ensure that their performance is aligned with their job descriptions, the strategic plan, and the priorities of the current Board.

MOTION CARRIED

8. In Camera

a. Legal

b. Personnel Committee Report (re: BoD Policy Section 5, Part 3.7.3)

- i. **Voting Members (directors) & Ex Officio Non-voting (excluded managers)**
- ii. **Voting Members – Directors Only (no excluded managers)**

**MOTION TO MOVE IN CAMERA – BUDZ/FORTIER
MOTION CARRIED**

The meeting moved in camera at 7:03pm.

**MOTION TO MOVE OUT OF CAMERA - BUDZ/SWAICH
MOTION CARRIED**

The meeting moved out of camera at 7:05pm.

9. MEETING TIMES

The next meeting scheduled by the Board of Directors is:
Monday September 11, 2017 in the SUB Upper Lounge.

10. ADJOURNMENT

**MOTION TO ADJOURN - FORTIER/BUDZ
MOTION CARRIED**

The meeting adjourned at 7:05pm.

11. DIRECTOR REPORTS

Cumberland:

[for August 14-24]

Hours: 69

Items Accomplished:

- Two SUB Business Marketing meetings
- Planned for new SUB Brand
- Outreach to DALs for volunteering during CKO
- Made Sex Utility Packs
- Completed final edits to Strategic Plan
- Completed final updates to budgets
- Attended Events, Member Outreach, Policy Development, Operational Relations committee meetings
- Personnel
- Worked on scavenger hunt for CKO

Fortier:

Period: August 14 – 24th

Hours: 90

- Attended Student Union Development Summit
- Processed Cheque Reqs
- Administrative work (club support, emails, etc.)
- Held Clubs/Course Union Council
- Planning for Clubs & Course Union Days
- Committees (SUB Business Marketing, Exec, Personnel, Member Outreach, Events, PD)
- Meetings (UVic, working groups, clubs...)
- Worked on updating Clubs/Course Union Handbook
- Ongoing policy development/review
- CCG Hiring Committee

Wierzbicki:

Committee Hours: 1

- Office Hours: 5

Swaich:

Hours: 90

- Attended Student Union Development Summit
- Administrative work, emails, etc.
- Planning for CKO
- Committees (SUB Business Marketing, Exec, Member Outreach, Events)
- Meetings (UVic, working groups, external...)
- Lobbying meetings
- FBFS Hiring Committee
- Prep for campaign launch
- Ordered much things
- Society Governance

Angelblazer:

Hours: ~8 hours

- Set up art installations in the DAL office.
- Worked on clubs and course unions policy.
- Did menial campaigns work.
- Committees out the wazoo

Fairley:

Hours: 67

Tasks Accomplished:

- Created presentation for student recruitment
- Committees
- Attended Student Union Development Summit
- Worked on volunteer leadership program
- Created list of professors to be approached RE: TextbookBroke
- Sought nominations for multiple committees
- Met with OER working group
- Wrote speech for orientation
- Made safer sex packs

