



AGENDA

University of Victoria Students' Society

Monday December 10th, 2018, in Vertigo, 6:00 pm

Attendance: Chasib, Jakubowski, Lee, Loring, Ponce, Whittla, Witte, Pathak, Kerr, Sutherland-Wilson, Bopari

Staff: Studney, James

1. CALL TO ORDER

Angelblazer called the meeting to order at 6:15pm.

2. ACKNOWLEDGEMENT OF TERRITORIES

Chasib acknowledged the territories.

3. ADOPTION OF AGENDA AND MINUTES

- a. Adoption of Agenda
 - Agenda of 2018/12/10

MOTION TO ADOPT - LEE/KERR

MOTION TO AMEND - WHITTLA/KERR

Add motions 1-3 on "amendments" sheet.

MOTION CARRIED

AGENDA CARRIED AS AMENDED

MOTION 2018/12/10: A1 – LEE/WHITTLA

BIRT Jasmine MacGregor is ratified as the Women's Centre representative to the UVSS Board of Directors for the remainder of the 2018-2019 Board term.

MOTION CARRIED

4. PRESENTATIONS & ANNOUNCEMENTS

- a. PRESENTATIONS
- b. ANNOUNCEMENTS

5. REPORTS

A. REPORT – EXECUTIVE DIRECTOR

Strategic Plan and 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 UVSS Feminist Collective
- III. NSU
- IV. SOCC
- V. SSD

D. REPORTS – COMMITTEES AND COUNCILS

- | | |
|---------------------------------|--------------------------------------|
| I. Advocacy Relations Committee | IX. Member Outreach & Engagement |
| II. Campaigns | X. Policy Development |
| III. Clubs Council | XI. SUB Marketing |
| IV. Course Union Council | XII. SUB Occupants |
| V. Electoral | XIII. University Relations Committee |
| VI. Events | XIV. Food Bank & Free Store |
| VII. Executive | XV. Peer Support Centre |
| VIII. Finance & Operations | |

6. QUESTION PERIOD (15 mins)

7. MAIN MOTIONS

MOTION 2018/12/10: A1 - WHITTLA/PATHAK

WHEREAS UVSS Electoral Policy requires hiring the Elections Adjudicator and Arbitration Panel members within a restricted timeline;

WHEREAS the December 10th Board meeting is the last one of 2018;

BIRT the Board delegates the final approval of candidates for the Elections Adjudicator and the Elections Arbitration Panel members to the Electoral Committee.

MOTION CARRIED

MOTION 2018/12/10: A2 - WHITTLA/CHASIB

BIRT the job descriptions in Electoral Policy be amended as follows:

10.2 SENIOR ELECTORAL OFFICER

FUNCTION:

1. Responsible for assisting the Chief Electoral Officer (CEO) in all of their duties.

ORGANIZATIONAL RELATIONSHIP:

1. Is a person independent of the University and the UVSS, contracted by the UVSS.
2. Reports to the Chief Electoral Officer.
3. Liaises with the UVSS Electoral Committee, USEC, and other SEOs, as directed by the CEO. May train and supervise Voting Information Officers.

ORGANIZATIONAL BACKGROUND:

1. Founded in 1964, the University of Victoria Students' Society (UVSS) is an incorporated membership based non-profit that is autonomous from the University and provides advocacy, services and events to all undergraduate students at UVic.

STANDARD DUTIES:

- Abide by the UVSS Bylaws, UVSS Electoral Policy, and UVSS Electoral Office procedures.
- Work closely with the all Elections Office staff to ensure all Electoral Policy regulations and deadlines are met.
- Maintain the Elections Office as a secure, professional and voter-accessible space.
- As a representative of the Elections Office, convey professionalism, independence, impartiality and integrity at all times.
- Keep assigned office hours, provide assistance, and make referrals when appropriate.
- Keep all files and property of the Elections Office organized, secure and confidential.

- Report in writing on work progress and anticipated concerns to the CEO.
- Assist the CEO in drafting the Election Report, making recommendations for improvements to the Election Office.

SPECIFIC DUTIES:

Senior Electoral Officers will be assigned one or more specific areas of responsibility:

1. Nominations, campaign and candidate oversight, including:
 1. Overseeing Elections Office communications with potential candidates, declared candidates, third parties and other campaign stakeholders.
 2. Being the key contact to provide information, support and resources to candidates, and third parties, including setting up Zap accounts.
 3. Approving and regulating all campaign materials, including print, electronic, and other forms.
 4. Organizing Election Office events, such as all candidates meetings and public forums.
2. UVSS Election Office communications and administration, including:
 1. Communicating with all UVSS members to ensure that they have the information necessary to participate in Electoral Events.
 2. Ensuring that key communication deadlines of the Electoral Policy are met.
 3. Keeping all stakeholders informed of Electoral Event progress and issues arising.
 4. Ensuring all Election Office social media is kept current, relevant and engaging.
 5. Coordinating the development, printing and dissemination of all forms and documents as required by the Electoral Policy.
3. Voter education and voting promotion, including:
 1. Recruiting, hiring, training, supervising and supporting the Voting Information Officers.
 2. Overseeing the planning and operation of voter information stations and roaming polls to ensure security, visibility and accessibility.
 3. Developing voting promotion strategies, activities and materials.
 4. Ensuring the Elections Office's supplies and equipment are accounted for and maintained.
 5. Collecting and compiling Voting Information Officer tally sheets and feedback.
 6. Updating and strengthening Voting Information Officer training materials, instruction sheets and checklists.

STANDARD QUALIFICATIONS:

1. ~~Must be exempt from participating in UVSS Elections currently and for the previous five years.~~ **Shall not be an individual who has run for office in a UVSS election within the past five years.**
 1. Must be eligible to take the UVSS Election Oath of Office swearing impartiality and no personal or business connections to any candidate in the UVSS Elections.
 2. Previous experience in electoral event administration, or operationalization.
 3. Demonstrated ability to adhere to professional electoral standards and the Canadian Code of Ethics for Elections Administrators.
 4. Demonstrated ability to interpret, clearly explain and administer policy and regulations.
 5. Proven reliability, punctuality, and ability to problem solve and get time sensitive tasks completed regardless of circumstances.
 6. Demonstrated ability to work under stress and to deal with difficult situations.
 7. Demonstrated office administration and organizational skills.
 8. Fiscally astute and efficient, demonstrated ability to minimize office costs without compromising integrity or standards.
 9. Flexible schedule and availability.

Senior Electoral Officers are also required to have expertise/qualifications in one or more of the three (3) specific areas of responsibility stated above, such as:

10. Ability to engage in difficult conversations with stakeholders who may not be adhering to policy.
11. Success in informal dispute resolution and conflict management with tact and diplomacy.
12. Excellent interpersonal and communication skills to provide clear instruction, training and support.
13. Experience as a supervisor of other employees or volunteers.
14. Demonstrated success with improving member engagement and event turnout.

15. Skilled in developing and implementing communication and social media strategies.
16. Technologically savvy with social media forums, WordPress and the ability to troubleshoot and provide instruction on iPads and other personal electronic devices.
17. Experience with ensuring events meet standards for accessibility.

This is a temporary position excluded from union membership.

10.4 ARBITRATION PANEL MEMBER

FUNCTION:

1. Serves as the second and final level of appeal in the UVSS Elections complaints process.

ORGANIZATIONAL RELATIONSHIP:

1. Reports to the UVSS General Manager on employment-related matters.
2. Reports to the Electoral Committee on administrative matters.
3. Serves as an independent and impartial body of appeal.

ORGANIZATIONAL BACKGROUND:

1. Founded in 1964, the University of Victoria Students' Society (UVSS) is an incorporated membership based non-profit that is autonomous from the University and provides advocacy, services and events to all undergraduate students at UVic.

DUTIES:

1. Makes rulings on appeals submitted by candidates who are unsatisfied with a ruling(s) of the Elections Adjudicator.
2. Makes rulings on complaints submitted against the Electoral Office which have been ruled on by the Elections Adjudicator.
3. Liaises with the Chief Electoral Officer and the Elections Adjudicator in advance of the campaign period in order to reach a common understanding of campaign rules and disciplinary procedures as laid out in the Electoral Policy Manual.
4. Provides written recommendations on potential Electoral Policy revisions, and Electoral Office procedures, as requested by Electoral Committee.

QUALIFICATIONS:

Required:

1. **Two of the three panel members** shall not be a members of the UVSS as defined in Bylaw 2.1.
2. Shall not be an individual who has run for office in a UVSS election within the past five years.
3. Familiarity with the UVSS electoral process, or with other electoral processes.
4. Demonstrated ability to interpret and apply rules and regulations.
5. Experience in positions of responsibility.
6. Experience in appeal procedures.
7. Must be able to meet the critical deadlines for hearing appeals and providing rulings during the campaign period.

Preferred:

1. Experience in law, public administration or political science.

This is a temporary part-time excluded employee. Compensation will reflect level of experience. The University of Victoria Students' Society is an equal opportunity employer.

Approved by email by Electoral and Personnel Committees, January 10th 2018.

MOTION CARRIED

MOTION TO REPLACE ANGELBLAZER WITH CHASIB AS CHAIR - LEE/KERR

MOTION CARRIED

MOTION 2018/12/10: 01 - ANGELBLAZER/WHITTLA

BIRT the Board adopts appendix A as the agenda for the February 6, 2019 UVSS Semi-Annual General Meeting.

MOTION TO AMEND - ANGELBLAZER/WHITTLA

BIRT the SAGM agenda motion updating Bylaw 24 - Arbitration Panel is amended to include the following whereas clauses:

WHEREAS the Board consistently strives to provide ways for members to engage with the activities of the UVSS Board and Electoral Office; and,

WHEREAS other student societies across North America provide an outlet for students to appeal decisions of the Board; and

WHEREAS this model provides student-centric checks and balances, review, and additional engagement for members, in addition to those already provided by the Board; and,

WHEREAS the yearly election of new students onto the Board means that knowledge transfer is challenging and limited, and this change would enable previous policy-makers to be actively involved in the interpretation and application of existing policy.

MOTION CARRIED

MOTION CARRIED AS AMENDED

MOTION 2018/12/10: 02 - ANGELBLAZER/LEE

BIRT Electoral Policy is amended as follows:

5.5 Print Credit and Financial Limits

- a. In addition to the ZAP Copy credit, **Board of Directors** candidates may spend a maximum of \$50.00 on their campaign. \$25.00 will be reimbursed by the UVSS after the conclusion of the Electoral Event for all candidates who are not disqualified.
- b. **In addition to the ZAP Copy credit, referenda proponents or opponents may spend a maximum of \$200 on their campaign. Half of allowable expenses will be reimbursed by the UVSS after the conclusion of the Electoral Event for all proponents or opponents who are not disqualified.**
- c. The following must be reported and included when determining campaign spending and whether the campaign spending limit has been exceeded:
 - i. The fair market value of any donated goods or materials,
 - ii. The fair market value of any goods, or materials, ~~or labour~~ that are obtained at a discounted price that would not be available to all other candidates, and,
 - iii. Any provincial, federal, or harmonized sales, goods or services taxes.

5.8 Third Party Endorsements

- b. All off-campus groups are prohibited from providing an endorsement, **interfering** or otherwise intervening as a third party in any UVSS Electoral Events. Such groups include, but are not limited to:
 - i. Political parties at any level of government,
 - ii. Businesses or corporations,
 - iii. Labour unions,
 - iv. Interest groups, and
 - v. Student unions or their umbrella organizations.
- d. The following on-campus groups shall also be prohibited from providing endorsements, **interfering**, or otherwise intervening as third parties:
 - i. UVic or any UVic departments or affiliates,
 - ii. ~~Any separately incorporated fee levied groups,~~

- iii. **UVSS** Businesses,
- iv. The Martlet, ~~and~~
- v. CFUV 101.9FM,
- vi. **VIPIRG**, and
- vii. **Labour unions**.

PART 6: REFERENDA

6.1 General

~~h. If the Board of Directors votes to support a side, UVSS resources will be made available to the proponent or opponent who aligns with the decision of the Board of Directors. The Board of Directors must inform the CEO once support for a proponent or opponent has been established.~~

6.4 Board and SIFLG Involvement

- a. **If the Board of Directors votes to support a side, UVSS resources will be made available to the proponent or opponent who aligns with the endorsement of the Board of Directors. The Board of Directors must inform the CEO once support for a proponent or opponent has been established.**
- b. **UVSS resources shall not count towards the allowable expenses of the proponent or opponent endorsed by the Board. UVSS resources may include the following:**
 - I. **Non-funded promotion through UVSS social media**
 - ii. **Creation of graphics by the Graphics Department**
 - iii. **Access to volunteers**
 - iv. **Tabling equipment**
 - v. **Booking privileges**
- c. **If a referendum is called that concerns the fee of a separately incorporated fee-levied group, that group may choose to endorse and provide resources to one side.**
 - I. **Should a separately incorporated fee-levied group choose to support a side for a referendum concerning their fee levy, they may provide their resources with the same restrictions as an endorsed proponent of the UVSS.**
 - II. **Separately incorporated fee-levied groups may not endorse, interfere, or intervene in any other aspect of the Electoral Event. The CEO may place sanctions on their referendum campaign.**

MOTION CARRIED

MOTION 2018/12/10: 03 - WHITTLA/BOPARI

WHEREAS we should attempt to streamline Board meetings as much as possible, and;

WHEREAS the finances of the society are currently reported on three times per board meeting;

BIRT Section 3, Part 9.1 of BoD Policy be amended as follows:

9.1 The Director of Finance and Operations shall provide the Board with a brief update on the Society's finances at every Board Meeting **as part of the report from Finance and Operations Committee.**

MOTION CARRIED

MOTION 2018/12/10: 04 - WHITTLA/KERR

BIRT Electoral policy part 3 section 3.6 be amended as follows:

- a. The CEO must consult with the Electoral Committee about any issues that arise that may have budget impacts. Electoral Committee must then consult with the Director of Finance and Operations about the issue(s).
 - i. During the election period, the Electoral Committee may allocate up to \$5000 in excess of the amount within the Elections budget as per ~~Part 6.1~~ **Parts 7.1 and 7.2** to the Elections Office without approval of the Board of Directors, if:

MOTION TO AMEND - WHITTLA/LEE

Add "of Board of Directors policy" to amendment.

MOTION CARRIED

MOTION CARRIED

MOTION 2018/12/10: 05 - WHITTLA/PATHAK

BIRT Electoral Policy part 3 Section 3.4 be amended as follows:

3.4 Giving Notice of an Electoral Event

- a. ~~At least 7 days~~ **Within the 14 days** before the start of the acceptance of nomination applications, the Electoral Office must issue an official Call for Nominations via:
 - i. Print in *The Martlet*,
 - ii. Broadcast on CFUV 101.9FM,
 - iii. Post on as many University notice boards and Student Union Building notice boards as possible, with at least one poster in each academic building, and
 - iv. Broadcast email to all members

MOTION CARRIED

MOTION TO NOTE LEE'S ABSTENTIONS FOR MOTIONS A2, A3, 03, 04, & 05 - LEE/KERR

MOTION CARRIED

MOTION TO RECESS FOR 5 MINUTES - WHITTLA/CHASIB

MOTION CARRIED

MOTION TO RECESS FOR 5 MINUTES - ANGELBLAZER/CHASIB

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 - WHITTLA/BOPARAI

MOTION CARRIED

The meeting moved in camera at 7:19pm.

9. MEETING TIMES

The next meeting scheduled by the Board of Directors is:

Monday January 7th, 2018, in the SUB Upper Lounge Boardroom.

10. ADJOURNMENT

11. DIRECTOR REPORTS

Mary Wood (2.25 hours)

- Attended Board Meeting

Isabella Lee (30 hours + in lieu day)

- Cheque requests
- Emails responded
- Office hours
- Chaired clubs council
- Chaired course union council
- Policy
- Website update
- Staff newsletter

Pierre-Paul Angelblazer (33 Hours)

- Chaired last board meeting
- SUB Occupants
- Referenda support
- Electoral Policy editing
- Electoral Committee
- SAGM Agenda Planning
- Policy Development Committee
- Exec Committee
- Ombuds Advisory Committee
- Member Outreach Committee
- Chief Electoral Officer Hiring Committee

Ainsley Kerr (35 hours +1/2 sick day)

- Campaigns admin: phone, email, room bookings, social media postings, research & event page updates
- Campaigns committee, Exec Committee, PD Committee, Events Committee, Board Meeting, SVSEC Committee
- HAW graphics, planning committee & coordination
- Summer U-Pass coordination: BC Transit + UVic
- RWR press release prep
- Meetings coordination with: Ombuds, UVic, Best Practices Working Group
- Events Set-up and facilitation: Safer Use Cannabis Talk, ReThink Mental Health Gift Exchange
- Tabling: Wellness Space/Peer Support, ReThink Mental Health
- Staff party decorating (1hr)

Curtis Whittla (35 hours + 3 hours Senate)

- Electoral Committee
- CEO Interviews
- Board Meeting
- Answering emails and phone calls
- Executive Committee
- Policy Development Committee

Noor Chasib (37 hours)

- Sent and responded to emails
- Answered calls
- Went to Exec Meetings
- Held meetings for upcoming events in the new year
- Met with graphics

- Put on Puppy De stress
- Met with felicitas/red bull
- Purchased prizes for Winter Send Off
- Put on Winter Send Off
- Went to committee meetings
- Held events committee
- Went to search committee
- Went to CFUV board meetings
- Met with Radio Club and CFUV
- Went to UVSS board meeting
- Continued work on upcoming events for next semester

**APPENDIX A
AGENDA - DRAFT
Annual General Meeting**

Wednesday February 6, 2018
Vertigo, 2:00pm

1. **CALL TO ORDER**
2. **ACKNOWLEDGEMENT OF TERRITORIES**
3. **APPROVAL OF CHAIR**
4. **ADOPTION OF AGENDA**
 - a. Agenda of 2018/02/06 AGM
5. **ADOPTION OF MINUTES**
 - a. Minutes of 2018/10/11 AGM
6. **MOTIONS FOR CONSIDERATION**
 - a. **Special Resolutions**

MOTION TO AMEND THE BYLAWS – BY-ELECTIONS

BIRT the Bylaws are amended as follows:

- 1.1 **Chief Electoral Officer** shall refer to an individual, appointed by the UVSS Board of Directors, who is responsible for the conduct of UVSS elections, **by-elections**, and referenda.
- 1.5 **Directors** shall be all those persons elected **by members** to direct the affairs of the Students' Society, **and who occupy the position of Lead Director, Director at Large, Director of International Student Relations, Constituency Organization Representative, or Native Students Union Representative.**
- 4.11 **Rules of Order**
 - a. Subject to any special resolutions of the Students' Society the most recent edition of Robert's Rules of Order (or another recognized rules of order agreed upon by the BoD) shall govern the conduct of all general meetings of the Students' Society.
 - b. **In the case of a by-election to elect At-Large Director(s), held at a general meeting of the Students' Society, Robert's Rules of Order may be suspended and the rules for a by-election in UVSS Electoral Policy shall be used instead.**
- 6.1 **Electoral Policy of the UVSS**

The Board of Directors shall set Electoral Policy to govern the elections **and by-elections** of Directors as well as referenda within the rules set out by these bylaws.

 - a. The Chief Electoral Officer shall be responsible for carrying out the Electoral Policy of the UVSS.
 - b. Nominees shall abide by all rules set out in the Electoral Policy.
- 6.5 **Electorate**

All active members in good standing of the UVSS, as per Bylaw 2.1, may vote in any election, **by-election**, or referenda.
- 6.8 **Voting**
 - b. Students on co-op work-terms will have every opportunity to vote **in an election or referendum.**
 - c. Members of the Students' Society may vote only once for each position in an election.

- d. If only one nomination is received for a particular **Executive Lead Director** position, members shall be asked on the ballot to approve or disapprove of the nominee. The nominee must receive the approval of the majority of ballots cast to be declared duly elected.

6.10 Chief Electoral Officer

- a. The Chief Electoral Officer shall ensure that all elections, **by-elections, and referenda** occur in the manner prescribed by this Bylaw and the policy of the Students' Society.
- b. The Chief Electoral Officer shall determine the eligibility of all nominated candidates according to the **criteria set forth in these bylaws**. ~~Six, Article Four [6.4] and Bylaw Two, Article One [2.1].~~
- c. The Chief Electoral Officer shall decide the form of the ballot provided that the nominees for each office be listed in alphabetical order by surname.
- d. The Chief Electoral Officer shall make, in the event of a strike, circumstance beyond human control, or other event that may delay the electoral procedure, a decision as to how and when the electoral procedure may best be completed.
- e. The Chief Electoral Officer shall submit a report on the conduct and results of all elections, **by-elections, and referenda** to the Board of Directors for ratification.

6.13 Recounts

- a. A nominee may request a recount of votes cast, provided such request is made in writing to the Chief Electoral Officer within seven [7] days following the Chief Electoral Officer's announcement of election, **by-election, or referenda** results.
- b. Each candidate may call for no more than one [1] recount.

BYLAW 9 - ABANDONMENT OF OFFICE AND REMOVAL OF DIRECTORS BYLAW 9 - CESSATION OF MEMBERSHIP, LEAVES OF ABSENCE, REMOVAL OF DIRECTORS, AND BOARD VACANCIES

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 Director of International Student Relations~~, the Directors may decide to:
 - i. hold a by-election at a **general meeting**. ~~the discretion of the Board of Directors~~
- b. **When a vacancy on the Board of Directors has been definitely established for the Director of International Student Relations, the Directors may decide to hold a by-election.**

MOTION TO AMEND BYLAW 4 – GENERAL MEETINGS AND REFERENDA

WHEREAS current notice requirements are outdated and do not reflect modern engagement methods; and
WHEREAS the BC Societies Act already includes specific notice requirements; and
WHEREAS Board of Directors Policy Section 1, Part 3.3 "General Meetings" also includes comprehensive requirements; therefore,
BIRT Bylaw 4.8 is amended as follows:

4.8 Notice for General Meetings or Referenda

- a. The Board of Directors of the Students' Society shall give **due notice for General Meetings, Special Resolutions, Ordinary Resolutions, and Referenda as required by the BC Societies Act and UVSS policy**. ~~not less than fourteen [14] calendar days notice of a general meeting or referenda.~~
- b. ~~Sufficient notice shall be deemed to have been given by the posting of not less than one hundred [100] notices upon notice boards under the jurisdiction of the Students' Society, and not less than one half page advertisement in the official students' newspaper which shall include the following:~~
 - i. ~~the time, date, and location of the meeting or referendum, and the date by which mailout ballots must be returned to be considered duly cast.~~
 - ii. ~~the proposed agenda for the meeting or resolutions(s) for the referendum, and~~
 - iii. ~~any special resolutions to be considered by the meeting or referendum.~~

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

BIRT Bylaw 5.1 is amended as follows:

5.1 Composition of the Board of Directors

The Board of Directors shall be comprised of:

- e. The majority of directors must be at least 18-years-old. 16- or 17-year-old directors are permitted to sit on the Board of Directors.**

MOTION TO AMEND THE BYLAWS - LEAD DIRECTOR TITLE CHANGE

BIRT all instances of “Director of Outreach & University Relations” in the bylaws are struck and replaced with “Director of Outreach & Governance.”

MOTION TO AMEND THE BYLAWS - LEAD DIRECTOR TITLE CHANGE

BIRT all instances of “Director of Campaigns & Community Relations” in the bylaws are struck and replaced with “Director of Campaigns.”

b. Ordinary Resolutions

MOTION TO AMEND POLICY – BOARD OF DIRECTORS POLICY, SECTION 4: ISSUES POLICY, PART 9: GOVERNANCE

BIRT Board of Directors Policy Section 4, Part 9.6 is amended as follows:

9.6 Governance

- ~~c. In recognition of students’ rights to organise a representative student union and to have dues, duly authorised by the student union, collected and remitted to the student union, the Society supports amending Section 27 (1) of the Universities Act to clarify that educational institutions will collect and remit to student organisations all student fees duly authorised in accordance with their organisations’ constitution.~~

Adopted SAGM 1998/02/12

- ~~d. The Society supports the Canadian University Faculty Association’s boycott of the Technical University of British Columbia until such time as an elected senate of academic representatives, students and peers is put in place.~~

Adopted SAGM 1998/02/12

MOTION TO AMEND POLICY – BOARD OF DIRECTORS POLICY – COMMITTEE MEETINGS

BIRT Board of Directors Policy Section 1, Part 3.4.c is amended as follows:

- ~~c. The Society shall publicise a list of its committees, the committee membership and the committee their meeting times on the Society’s website and outside in the Students’ Society Centre Board of Directors and Communications Offices.~~

Adopted SAGM 1999/02/12

MOTION TO AMEND POLICY – BOARD OF DIRECTORS

BIRT Board of Directors Policy Part 2.2 – Employment Conflict of Interest is amended as follows:

2. Employment Conflict of Interest

- ~~a. If Board members-Directors shall not apply for unionized positions of employment within the operations or departments of the Students’ Society., they shall resign from the Board of Directors of the Students’ Society (the Board)-or their resignation shall be considered to have been delivered on the closing date of applications.~~
- ~~b. Once they take office, Lead Directors must resign from any other paid positions in the operations or departments of the Society,-or else shall be considered to have resigned from the Board.~~

- d. ~~If Directors apply for a Workstudy position within the operations of the Society, they shall resign from the Board or their resignation shall be considered to have been delivered on the closing date of applications. Directors are not eligible for UVic work study positions within the operations or departments of the Society, constituency organizations, the Native Students Union, and affiliated groups. Exempt are those UVic work study positions within the operations of non-affiliated groups. the Vancouver Island Public Research Group, the Radio Society (CFUV-FM), the Martlet and the Women's Centre, the Native Students' Union, the Pride Collective, the Society for Students with a Disability, and the Students of Colour Collective.~~

**Adopted AGM 1995/10/25
Amended AGM 2005/02/10**

MOTION TO AMEND THE BYLAWS – ARBITRATION PANEL

BIRT the Bylaws are amended as follows:

BYLAW 6 - ELECTION OF MEMBERS TO THE BOARD OF DIRECTORS

6.12—Arbitration Panel

The Electoral Committee shall be responsible for seeking nominations for membership on the Arbitration Panel.

- a. The Arbitration Panel shall be comprised of three [3] members:
- i. Members, as defined by Bylaw 2.1 shall not compose a majority of the committee;
 - ii. No member of the arbitration panel shall seek election to, or be a current member of the Board of Directors while serving on the arbitration panel;
- b. Members of the Arbitration Panel must be nominated by the Electoral Committee to the Board of Directors and be ratified by a two-thirds [2/3] vote.

BYLAW 24 - ARBITRATION PANEL

WHEREAS the Board consistently strives to provide ways for members to engage with the activities of the UVSS Board and Electoral Office; and,

WHEREAS other student societies across North America provide an outlet for students to appeal decisions of the Board; and,

WHEREAS this model provides student-centric checks and balances, review, and additional engagement for members, in addition to those already provided by the Board; and,

WHEREAS the yearly election of new students onto the Board means that knowledge transfer is challenging and limited, and this change would enable previous policy-makers to be actively involved in the interpretation and application of existing policy.

BIRT Bylaw 24 - Arbitration Panel is established and subsequent bylaws are renumbered accordingly.

24.1 Purpose

The role of the panel is to be a check on the power of the board by creating an appeals process where members and directors may be able to appeal decisions of the board to the panel for arbitration. The panel shall also act as the final step in the appeals process for disputes arising from electoral policy in order to be a step in the appeals process separate from the elections office and the current board.

24.2 Composition

- a. The Arbitration Panel shall be comprised of three members.
- i. Members of the Arbitration Panel have to either be, or have been members of the society as defined by Bylaw 2.1.
 - ii. No Directors or employees of the Students' Society may be members of the Arbitration Panel.

24.3 Appointments

- a. A call for nominations must be put out following the general election for members to apply for the Arbitration Panel. Nominations must close on April 1st.
- b. Following the close of nominations, the outgoing Board of Directors must appoint the members of the Arbitration Panel for the upcoming term.
- i. The current Board may never appoint members to the current Arbitration Panel.

- ii. **Directors who ran for election must formally abstain from all discussion relating to the nomination of Arbitration Panel members.**

c. **Arbitration Panel members shall be appointed for one year terms starting May 1st and ending April 31st.**

d. **Should there be a vacancy on the Arbitration Panel, the Panel shall select an interim panellist who must be ratified at a general meeting with a quorum of 50.**

24.4 Duties and Responsibilities of the Arbitration Panel

- a. **The Arbitration Panel shall meet to discuss and rule on all complaints determined to have met the criteria of the appeals process.**
- b. **The Arbitration Panel shall meet to discuss and rule on all complaints at the final step of the electoral appeals process.**
- c. **Members must be able to participate in one training session on current UVSS policy within 1 month of the start of their term.**
- d. **Members are required to have an understanding of UVSS policy, and shall be aware of the most recent policy which relates to complaints received.**
- e. **The Arbitration Panel must post rulings and responses on complaints to the Board of Directors on the UVSS website.**
- f. **Members of the Arbitration Panel should not vote on matters where a personal conflict of interest exists.**
- g. **The Arbitration Panel shall not rule on disputes relating to personnel, legal, and contracts.**

24.5 Appeals to the Arbitration Panel

- a. **Motions passed at meetings of the Board of Directors and current policy may be appealed to the Arbitration Panel.**
 - I. **To appeal, a member of the Society must collect a minimum of 50 member signatures, or the signatures of a third of the members of the Board.**
- b. **Following a successful appeal, the Arbitration Panel shall produce a ruling within 1 week of having received the complaint. The Director of Outreach & University Relations, or their designate, shall then be provided 1 week to formally respond. After having received a response, the Arbitration Panel shall produce a final ruling within 3 days.**
- c. **Should the Director of Outreach & University Relations be a complainant in the appeals, the directors on the majority side of the motion being appealed may select a designate.**
 - I. **The Board of Directors may appeal rulings of the Arbitration Panel to General Meetings as a motion with a quorum of fifty.**
- d. **Should the board appeal the ruling to a General Meeting, a minimum of 50 copies of the Arbitration Panel's decision must be made available.**

24.6 Electoral appeals to the Arbitration Panel

- a. **The Arbitration Panel must abide by Electoral Policy for all matters relating to Electoral Appeals.**

24.7 Policy and Procedures of the Arbitration Panel

The Arbitration Panel shall maintain a policy and procedures manual.

- I. **Policy and procedures can only be adopted as motions with a quorum of fifty at General Meetings.**

BIFRT these Bylaw amendments take effect after the results have been finalized for the 2019 general elections in order to avoid disrupting the current electoral event.

- 7. **BOARD OF DIRECTORS ANNUAL REPORT**
- 8. **QUESTION PERIOD (30 minutes)**
- 9. **ANNOUNCEMENTS**
- 10. **ADJOURNMENT**