



Minutes

Board Meeting - UVic Students' Society
Monday November 21, 2016
SUB Upper Lounge 6:00 pm

ATTENDANCE

Directors:

Kinakin, Nicholson, Quitzau, Armstrong, Tupper, Dawydiak, Flipse, Thom, Zhang, Wang, Brown, Haynes, Hagos

Staff:

Johnson, Ewart

1. CALL TO ORDER

Flipse called the meeting to order at 6:06pm.

2. ACKNOWLEDGEMENT OF TERRITORIES

Flipse acknowledged the territories.

3. ADOPTION OF AGENDA & ADOPTION OF MINUTES

a. Adoption of Agenda

i. Agenda of 2016/11/21

MOTION TO ADOPT - ARMSTRONG/KINAKIN

AMENDMENT – FLIPSE/NICHOLSON

Add the following motion to the beginning of New Business:

RECOMMENDED BY FINANCE & OPERATIONS:

MOTION – TUPPER/

BIRT UVic Health Services and Island Health Harm Reduction receive space in B002 so that UVic Health Services may implement a harm reduction service.

AMENDMENT CARRIED

AGENDA ADOPTED AS AMENDED

b. Adoption of Minutes

ii. Executive Committee

-2016/11/08

-2016/11/14

ii. Board of Directors

-2016/10/17

**MOTION TO ADOPT EXEC AND BOARD MINUTES - KINAKIN/QUITZAU
MOTION CARRIED**

4. PRESENTATIONS, ANNOUNCEMENTS & REPORTS

a. PRESENTATIONS

- i. Steps Forward**
- ii. Studentcare**

b. ANNOUNCEMENTS

c. REPORT – EXECUTIVE DIRECTOR

Strategic Plan Implementation, Society Finances & Operations (BoD Policy 3.2.L)

d. REPORT – DIRECTOR OF FINANCE & OPERATIONS

Society Finances (BoD Policy 15.1)

e. REPORTS – CONSTITUENCY ORGANIZATIONS & NSU

- I. Pride**
- II. The Third Space**
- III. NSU**
- IV. SOCC**
- V. SSD**

f. REPORT – INTERNATIONAL STUDENTS RELATIONS REP

g. REPORTS – COMMITTEES, COUNCILS, WORKING GROUPS

- I. Campaigns**
- II. Events**
- III. Finance & Operations**
- IV. Member Outreach & Engagement**
- V. Policy Development**
- VI. Advocacy Council**
- VII. Clubs Council**
- VIII. Course Union Council**
- IX. SUB Occupants**
- X. University Relations**
- XI. Electoral**
- XII. Executive**
- XIII. SUB Business Marketing Committee**
- XIV. Risk Management Advisory Committee**

5. QUESTION PERIOD (15 mins)

6. MAIN MOTIONS

a. PRIORITY BUSINESS

MOTION 2016/11/21: 01 – QUITZAU/FLIPSE

BIRT the Board set the following dates for the 2017 UVSS elections to the Board of Directors:

| | |
|--------------------------|--|
| Nomination Period | Monday January 30, 9am – February 6, 9am |
| Campaign Period | Monday February 20, 9am* – Friday March 3, 9am |
| Voting Days | Wednesday March 1, 9am – Friday March 3, 9am |

*Date and time at which printed and digital campaign materials may be posted.

MOTION CARRIED

MOTION 2016/11/21: 02 – KINAKIN/QUITZAU

BIRT the following course unions are given the following amounts from the Academic Fund:

- | | |
|---------------------------------------|----------|
| ○ Society of Geography Students- | \$200 |
| ○ The History Undergraduate Society | \$200 |
| ○ Equity and Outreach Course Union | \$280.62 |
| ○ Medieval Studies Course Union | \$400 |
| ○ Undergraduates of Political Science | \$600 |

MOTION CARRIED

b. OLD BUSINESS

Motion 2016/05/09: 20B – LUKENCHUK/ARMSTRONG

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

| | |
|---------------------|--------------------------------|
| Ombudsperson | One (1) Student Senator |
|---------------------|--------------------------------|

No nominations.

MOTION 2016/08/22: 10 – LUKENCHUK/ARMSTRONG

BIRT nominations be opened to elect one representative from each of the following groups to the Educational Equity Advisory Group (EdAG):

- AVP

No nominations.

MOTION 2016/10/03: 04 – FLIPSE/ARMSTRONG

BIRT nominations be opened to elect one member registered in the last two years of Public Administration to the Search Committee for the Director of Public Administration.

No nominations.

c. NEW BUSINESS

RECOMMENDED BY FINANCE & OPERATIONS:

MOTION – TUPPER/KINAKIN

BIRT UVic Health Services and Island Health Harm Reduction receive space in B002 so that UVic Health Services may implement a harm reduction service.

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 03 – FLIPSE/KINAKIN

BIRT Board of Directors Policy Part 8 is amended as follows:

PART 8: PROFESSIONAL DEVELOPMENT UNIONS

~~8.1~~ — No later than the second week following the first day of classes in each Fall Term, Spring Term and Summer Session, the Society shall transfer to fund-collecting Professional Development Unions (PDUs) at least (50%) of the total fees transferred to the PDU in the corresponding term or session of the previous year.

Adopted BOD 1994/03/07

MOTION CARRIED

MOTION TO RECESS 15 MINS – TUPPER/FRIESEN

MOTION FAILED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 04 – FLIPSE/FRIESEN

BIRT Board of Directors Policy Section 1, Part 1 is amended to add the following:

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.

b. Director's Personal Use of Social Media

- i. The UVSS does not govern how directors use social media in their personal lives.
- ii. The Society is not liable for content posted by directors on their personal social media channels.
- ~~iii. Directors' personal use of social media should not violate their fiduciary responsibilities to the UVSS.~~

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 05 – FLIPSE/HAYNES

BIRT Electoral Policy is amended to strike the word “Zap!” in all instances in the policy and replace with “Zap Copy”.

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 06 – FLIPSE/ARMSTRONG

BIRT Electoral Policy Part 5.5 (Limits on campaign material) is amended as follows:

5.5 Limits on campaign material

- a. **Campaign materials must not have branding other than slate, candidate, or third party endorser. Candidates may not distribute gift cards, stickers, styrofoam cups, or alcohol as campaign material(s).**
- b. **Campaign materials must be handed directly to electors/voters and not left in physical locations on campus.**
- c. Campaign material must not be posted or published prior to 9:00 a.m. on the first day on which printed and digital campaign materials may be posted, as scheduled by the Board of Directors.
- d. Candidates are encouraged to be environmentally responsible when considering the numbers and types of campaign materials they intend to use.
- e. Posters and banners may only be posted in accordance the University of Victoria posting regulations for student elections. It is the candidate’s responsibility to read and comply with those regulations.
- f. All posters and banners must be stamped by a Deputy Electoral Officer before posting.
- e. Candidates are limited to ~~sixty (60)~~ **thirty (30)** posters and ~~four (4)~~ **two (2)** banners at any time. This is intended to permit replacement of torn, missing or defaced posters.
- g. Candidates seeking election to the UVic Senate and/or Board of Governors are entitled to the post the number of posters and banners outlined above for their candidacy for UVSS elections, in addition to the posters and banners for their Senate and/or Board of Governor elections.
- h. Banners cannot be larger than 15 square feet. Banners may be placed beside each other to create the effect of a larger banner.
- i. Posters must be printed on recycled paper and cannot be larger than 8.5 inches by 11 inches. Posters can be placed beside each other to create the effect of a larger poster or banner but cannot exceed 15 square feet.
- j. Posters and banners may only be posted on the University of Victoria campus, and are not permitted to be posted at or in the Halpern Grad Centre, the Petersen Health Centre, or any part of student residences.

- ~~k. For elections to the Board of Directors, the only campaign materials that candidates or slates may distribute to electors/voters are the following: buttons, pins, stickers, handbills, patches, badges, condoms, lube, seeds, tea bags, temporary tattoos, pens, and bookmarks. These materials must be handed directly to electors/voters and not left in physical locations on campus. Materials must not have any branding other than slate, independent candidate, or third-party endorser branding.~~
- l. Chalking is permitted only on classroom chalk boards and on exterior surfaces that are exposed to the weather.
- m. Candidates are responsible for all of their campaign materials and for complying with posting regulations, including materials prepared or posted by their slate, campaign supporters, or third party endorsers.
- n. All posted material must be attributed to a particular candidate.

AMENDMENT – BROWN/DAWYDIAK

Remove stickers from prohibited list 5.5.a.

AMENDMENT FAILED

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 07 – FLIPSE/ARMSTRONG

BIRT Electoral Policy Part 5.6 (Print credit and financial limits) is amended as follows:

5.6 Print credit and financial limits

- a. ~~The Senior Deputy Electoral Officer must arrange for a \$70.00 credit at ZAP! for each candidate, which credit can only be used by the candidate for the candidate's own campaign expenses.~~
Candidates shall receive a \$30.00 credit at ZAP Copy. Zap Credit can only be used for the candidate's individual campaign expenses.
- b. ~~In addition to the ZAP! credit, candidates may spend a maximum of \$30.00 on their campaign ("the campaign spending limit").~~
In addition to the ZAP Copy credit, candidates may spend a maximum of \$50.00 on their campaign. \$25.00 will be reimbursed by the UVSS after the conclusion of the election for all candidates 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:
 - 1. The fair market value of any donated goods or materials,
 - 2. The fair market value of any goods, materials, or labour that are obtained at a discounted price that would not be available to all other candidates
 - 3. Any provincial, federal, or harmonized sales, goods or services taxes.
 - 4. The value of volunteers' donated labour is not required to be included when reporting or determining campaign spending.

- d. ~~Candidates must submit copies of receipts for all of their campaign expenditures to the Senior Deputy Electoral Officer by no later than the time that polls close, and certify in writing that they have not exceeded the campaign spending limit. A candidate who exceeds the campaign spending limit or fails to submit copies of their receipts or to certify in writing that the limit has not been exceeded must be disqualified by the Chief Electoral Officer.~~

Candidates must submit the expense allowance form and copies of all receipts to the elections office by the time polls close. A candidate who exceeds the campaign spending limit or fails to submit the expense allowance form and all receipts must be disqualified by the Chief Electoral officer. A candidate who submits the expense allowance form but fails to submit all receipts or incorrectly fills out the form shall be granted an extension of twenty-four (24) hours to submit the necessary receipts or correct the form. If after 24 hours, the candidate still has not submitted receipts, that candidate shall be disqualified.

- e. Candidates for the UVSS Board of Directors who are also seeking election to the UVic Senate and/or Board of Governors are permitted to create campaign material and organize campaign events and activities that publicize their UVSS Board of Directors candidacy (which may include a slate name), as well as their Senate and/or Board of Governors candidacy. All costs associated with these materials, events and activities must be wholly attributed to their UVSS campaign.

AMENDMENT – FRIESEN/HAYNES

"If after 24 hours, the candidate still has not submitted receipts OR CORRECTED THE FORM, that candidate shall be disqualified."

AMENDMENT CARRIED

MOTION CARRIED AS AMENDED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 08 – FLIPSE/QUITZAU

BIRT Electoral Policy Part 5.7 (Slates) is amended as follows:

- g. A candidate who is not on a slate may appoint a person to act as their campaign manager, ~~and~~ An Electoral Officer, the Elections Adjudicator or the Arbitration Panel may deal directly with the candidate's campaign manager about any campaign issues related to or complaints made against the candidate. The campaign manager will be responsible for representing the candidate with respect to any such issues or complaints, and for informing the candidate about any such campaign issues or complaints and the outcomes.

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 09 – FLIPSE/ARMSTRONG

BIRT Electoral Policy Part 5.9 (Disqualifiable Offences) is amended as follows:

5.9 Campaign infractions ~~disqualifiable offenses~~

5.9.1 Malicious campaigning ~~means a campaign activity with the primary intention of causing harm to another candidate or group of candidates.~~

5.9.2 Substantially prejudicial means a campaign activity which can be reasonably inferred to cause harm to another candidate or group of candidates whether intended or not.

5.9.3 Harassment means an activity that is abusive, unfair, or demeaning to a person or group of persons that has the effect or purpose of creating a hostile, intimidating, threatening, or humiliating environment. Harassment includes persistent unwanted attention directed toward another candidate or member.

5.9.4 Defamation means the making of a public statement about a candidate that unjustly damages the candidate's reputation. Words may be defamatory because of the idea they expressly convey or by the insinuations that may be inferred from them. The test is whether the person making the statement knows it to be untrue and is making it with the intent to damage the other person's reputation. Whether remarks are defamatory is determined by applying an objective standard. It must be asked whether an ordinary person would believe that the remarks made, when viewed as a whole, brought discredit on the reputation of the other person. While persons seeking election must be free to discuss matters of public interest, they must act as would the reasonable person. The reasonableness of their conduct can be demonstrated by their good faith and the prior checking they did to satisfy themselves as to the truth of their allegations.

5.9.5 Libel means the making of a defamatory statement in writing, for example, on a website, on a poster or in a handbill, or by chalking.

5.9.6 Slander means the making an oral defamatory statement, for example, in a speech.

5.9.7 Vote Buying means offering an incentive (e.g. money, gifts, refreshments, entertainment) to an elector to vote or not to vote, or to vote for a particular candidate. Incentives can be offered to electors provided there is no obligation on the elector to vote or not to vote, or to vote for a particular candidate. The only incentives (campaign materials) allowed are the following: buttons, pins, stickers, handbills, patches, badges, condoms, lube, seeds, tea bags, temporary tattoos, pens, and bookmarks.

- a. Candidates, campaign managers, slates and third party endorsers are prohibited from, and candidates will be subject to disqualification if the candidate, their campaign managers, slate or third party endorsers:
1. distribute, post or otherwise publish any campaign material before 9:00 a.m. on the first day on which printed and digital campaign materials may be posted, as scheduled by the Board of Directors.
 2. campaign or distribute, post or publish campaign material
 - a. off campus
 - b. in or around student residence buildings
 - c. within sound or 6 metres of a polling station during polling hours
 - d. using campus publications such as *The Martlet* or CFUV other than by letters to the editor, personal interviews concerning a candidate's nomination or platform, or *The Martlet* election supplement
 3. loiter at a polling station during polling hours

- ~~4. remove, deface or otherwise vandalize another candidate's campaign materials~~
- ~~5. make statements or participate in campaigning that defames another candidate~~
- ~~6. act maliciously against or substantially prejudicial toward another candidate, a slate, an Electoral Officer or the electoral process~~
- ~~7. harass anyone with respect to the election~~
- ~~8. exceed the campaign spending limit, fail to file all of their receipts for campaign spending and the required certification about campaign spending~~
- ~~9. make complaints found to be frivolous or vexatious.~~

~~b. Sanctions may be applied for activities other than those listed above, but candidates cannot be disqualified for offences not listed in this section.~~

5.9.1 The elections office shall make every attempt to uphold the principles of the UVSS elections as per electoral policy. UVSS elections shall be

- a. Fair and equitable for all participants;**
- b. Administered in a manner that is independent and impartial;**
- c. Transparent and accountable;**
- d. Democratic;**
- e. Environmentally and financially sustainable; and**
- f. Grounded in professionalism and respect for all parties.**

5.9.2 In the event that candidates violate electoral policy, the Chief Electoral Officer may conduct an investigation to determine if the behaviour constitutes a minor or major violation. The Chief Electoral Officer may apply a warning or a sanction to any slate, campaign manager, or candidate. In the instance where a campaign manager or slate commits a violation, the sanction will be applied equally to each candidate who is a member of that slate. An investigation may be initiated through a formal complaint.

5.9.3 A candidate in elections to the UVSS Board of Directors who commits a disqualifiable offence shall be prohibited from running as a candidate in elections to the UVSS Board of Directors for a period of not longer than one (1) board term.

5.9.4 Major violations of electoral policy shall result in immediate disqualification of the candidate. The following constitute major infractions of electoral policy:

- a. Harassment- Any verbal or physical action that a reasonable person would consider offensive or humiliating to an individual. Generally, harassment is a behaviour that persists over time. Serious one-time incidents may be considered harassment.**
- b. Defamation – Any intentional false communication either written (libel) or spoken (slander) that harms a person's reputation; decreases the respect, regard, or confidence in which a person is held; or induces disparaging, hostile, or disagreeable opinions or feelings against a person.**
- c. Vote buying – Any monetary incentive offered to a member on the condition that they vote or do not vote for a particular candidate.**
- d. Election interference – Any overt attempt to interfere with the administration of a free and fair election which includes but is not limited to fake polling stations, cyberattacks on the elections portal, or intentional voter suppression.**

- e. **Financial non-compliance-** Includes failure to submit a completed election allowance form, exceeding spending limits, and failure to properly submit receipts after the grace period has elapsed.
- f. **Repeated and willful violations-** Includes but is not limited to a significant number of instances of the same minor violation or failure to comply with the decisions of the electoral office. The number of minor infractions that will constitute a disqualifiable offence is at the discretion of the Chief Electoral Officer and will be considered on an individual basis.

5.9.5 Minor infractions of electoral policy may be punishable at the discretion of the elections office. The elections office may choose to issue a written warning for the first minor infraction. The following are minor infractions and their sanctions:

- a. **Early campaigning-** the distribution or posting of digital or print material prior to the start of the campaign period. Sanctions for early campaigning may include but are not limited to:
 - i. **Early campaign material removal;**
 - ii. **Temporary removal of website or social media of a period of time not exceeding the length of time that it was posted early;**
 - iii. **A reduction in banner or poster allowances not exceeding the number of posters or banners posted early.**
- b. **Prohibited campaigning-** campaigning in a prohibited area including off campus, in or around residence buildings, or within six metres of a polling station. Sanctions for prohibited campaigning may include but are not limited to:
 - i. **Printed campaign material removal;**
 - ii. **A reduction in banner or poster allowances not exceeding the number of posters or banners posted in a prohibited location.**
- c. **Unauthorized campaign material-** material that has not been stamped by the elections office, exceeds the allowable dimensions, or does not meet University poster guidelines. Sanctions for unauthorized campaign material may include but is not limited to:
 - i. **Printed campaign material removal;**
 - ii. **A reduction in banner or poster allowances not exceeding the number of unauthorized posters or banners.**
- d. **Vandalism of campaign material -** the intentional destruction of another candidate's campaign material. Vandalism of campaign material is not punishable with a warning, and must at least include all of the following sanctions:
 - i. **A reduction of campaign material allowances by not less than double the number of printed materials destroyed.**
- e. **Frivolous or vexatious complaints-** a complaint that has no reasonable factual basis which annoys, embarrasses, or damages a candidate. Repeated complaints for the same incident after a ruling has been made by the elections office shall constitute frivolous complaints. Sanctions for frivolous or vexatious complaints may include but are not limited to:
 - i. **A written warning to a candidate who submits a frivolous or vexatious complaint.**
- f. **Intentional misrepresentation of facts-** the purposeful spread of objectively incorrect facts that the candidate knows to be untrue which attempts to unfairly influence voters. Sanctions for intentionally misrepresenting facts may include:
 - i. **Printed campaign material removal;**

- ii. Temporary removal of website or social media for not less than 24 hours.

5.9.6 Any action not listed under “campaign infractions” which violates the principles of the election outlined in 5.8.1 may be punishable by the Chief Electoral Officer and shall follow the complaints and appeals process set out in this policy.

AMENDMENT – TUPPER/ARMSTRONG

5.9.5.B

Prohibited campaigning- campaigning in a prohibited area including off campus, in or around residence buildings, or within six metres of a polling station. Prohibited campaigning includes using campus publications such as *The Martlet* or CFUV other than by letters to the editor, personal interviews concerning a candidate’s nomination or platform, or *The Martlet* election supplement. Sanctions for prohibited campaigning may include but are not limited to:

AMENDMENT CARRIED

AMENDMENT – TUPPER/KINAKIN

5.9.5.B

Prohibited campaigning- campaigning, distributing, posting, or publishing in a prohibited area including off campus, in or around residence buildings, or within sound or six metres of a polling station. Prohibited campaigning includes using campus publications such as *The Martlet* or CFUV other than by letters to the editor, personal interviews concerning a candidate’s nomination or platform, or *The Martlet* election supplement. Sanctions for prohibited campaigning may include but are not limited to:

AMENDMENT CARRIED

AMENDMENT – KINAKIN/FRIESEN

5.9.4.D

Election interference – Any overt attempt to interfere with the administration of a free and fair election which includes but is not limited to fake polling stations, cyberattacks on the elections portal, intentional voter suppression, or loitering at polling stations during polling hours.

AMENDMENT CARRIED

MOTION CARRIED AS AMENDED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 10 – FLIPSE/KINAKIN

BIRT Electoral Policy Part 5.10 (Removal of campaign material) is struck as follows:

5.10 Removal of campaign material

- a. ~~Candidates must remove any print campaign material or remove, revise or correct any electronic or social media campaign material if directed to do so by an Electoral Officer, but may ask for the reason and appeal that direction~~
 - 1. ~~if made by a Deputy Electoral Officer, to the Chief Electoral Officer, and~~
 - 2. ~~if made by the Chief Electoral Officer, to the Elections Adjudicator using the same process as if appealing a complaint decision.~~

- b. ~~An Electoral Officer may remove any posters or banners that do not comply with this policy and will inform the candidate identified in the campaign material of that action and the reason for it. The candidate may appeal that removal~~
 - 1. ~~if by a Deputy Electoral Officer, to the Chief Electoral Officer, and~~
 - 2. ~~if by the Chief Electoral Officer, to the Elections Adjudicator using the same process as if appealing a complaint decision.~~

- e. ~~Candidates must remove all posted campaign materials from the campus by the time polls close on the election day. The Chief Electoral Officer may withhold results until all posted campaign material has been removed from campus. Once satisfied, the Chief Electoral Officer must announce election results as soon as possible.~~

MOTION CARRIED

Tupper requested omnibus motions 11,12,13.

Friesen pulled motions 11,12,13.

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 11 – FLIPSE/ARMSTRONG

BIRT Electoral Policy Part 5.11 (Informal dispute resolution) is amended as follows:

5.11 Informal dispute resolution

- a. ~~A person may request an Electoral Officer to informally discuss with a candidate whether the candidate may be failing to comply with a limitation or prohibition on campaigning.~~
A person may request that the Chief Electoral Officer meet informally with a candidate to discuss whether the candidate may be failing to comply with Electoral Policy.

- b. The **Chief** Electoral Officer may request further information from the person, prior to undertaking informal discussions.

- c. The **Chief** Electoral Officer must advise the person of the outcome of the discussions.

- d. **The Chief Electoral Officer is not obligated to pursue informal dispute resolution with a candidate.**

MOTION CARRIED

MOTION 2016/11/21: 12 – FLIPSE/ARMSTRONG

BIRT Electoral Policy Part 5.12 (Formal complaints) is amended as follows:

5.12 Formal complaints

- a. A member may make a complaint about a candidate's failure to comply with a limitation or prohibition under this policy.

- b. **A complaint is considered under review after a completed complaint form is received by the Chief Electoral Officer.**

- e. ~~A complainant may request their identity be kept confidential and the Electoral Officers, Election Adjudicator and the Arbitration Panel must take all possible steps to comply with that request.~~

- d. ~~Complainants and respondents may represent themselves or be represented only by another member at any complaint hearing or appeal.~~
- e. ~~Complaints must be made in writing, using a Complaint form (appendix C) to the Elections Office email address. A complaint may be made at any time up to forty-eight hours after the close of polls.~~
- f. The Chief Electoral Officer must review a complaint within one business day of it being filed and do one of the following:
When a complaint is under review, the Chief Electoral Officer shall:
1. Request more information from the person making the complaint **complainant, if needed.**
2. **Review the complaint within one business day once all necessary information has been obtained.**
- g. **Once the CEO has reviewed a complaint, they shall do one of the following:**
~~1. Determine the complaint is not likely to succeed because it is frivolous, vexatious, or made for an improper purpose and advise the person making it that the complaint is being dismissed without any further action being taken;~~
~~2. Send a copy of the complaint to the candidate complained about, deleting any information that may identify the member making the complaint.~~
1. Determine the complaint is not likely to succeed and advise the complainant that it is being dismissed without further action being taken
2. Rule that the complaint was a frivolous or vexatious complaint and apply the appropriate sanction if the complainant is a candidate or campaign manager.
3. Send a redacted version of the complaint to the candidate facing the complaint (the respondent) with any information that identifies the complainant removed.
- h. The candidate complained **respondent** may respond in writing by filing a Response (appendix D) to the Elections Office email address within one business day of the complaint being sent to the candidate.
- i. The Chief Electoral Officer may request the complainant or the candidate **respondent** meet with the Chief Electoral Officer prior to making a decision and set a time for that to happen. If the complainant or candidate does not take advantage of that opportunity, the Chief Electoral Officer may make a decision without that meeting. **The Chief Electoral Officer is not required to meet with the candidate or the respondent before a decision.**
- j. The Chief Electoral Officer must decide the complaint within one business day of a Response being filed or a meeting being held under the preceding paragraph, whichever is the latest. The Chief Electoral Officer must give their decision and the reasons for it and any consequences as a result of the decision, in writing, to the candidate and the person who made the complaint.
- k. **The Chief electoral officer must post all complaint decisions online, but must not post the original complaint or response. The Chief electoral officer must not reveal the identity of the complainant.**
- l. ~~The Chief Electoral Officer has the discretion to make a finding of non-compliance with a limitation or prohibition on campaigning but to impose no consequences if they determine that the non-compliance was unintentional and is immediately corrected on notice to the candidate.~~

- m. The Chief Electoral Officer has the discretion to extend any time limit set for the complaint process, but must be mindful of the need to resolve complaints in a timely way.

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2016/11/21: 13 – FLIPSE/ARMSTRONG

BIRT Electoral Policy Part 5.13 (Consequences) is struck as follows:

5.13 Consequences

- a. ~~If the Chief Electoral Officer finds a candidate failed to comply with a limitation or prohibition on campaigning, the Chief Electoral Officer may:~~
 - 1. ~~issue a written warning to the candidate,~~
 - 2. ~~impose restrictions on the numbers and types of campaign materials the candidate may use, or~~
 - 3. ~~disqualify the candidate.~~

- b. ~~If the Chief Electoral Officer finds a candidate committed a disqualifiable offence, other than a limitation or prohibition on campaigning, the Chief Electoral Officer must disqualify the candidate.~~

- c. ~~A candidate in elections to the UVSS Board of Directors who commits a disqualifiable offence will receive the following penalties:~~
 - 1. ~~A prohibition for a period of not longer than 1 board term from running as a candidate in elections to the UVSS Board of Directors.~~

MOTION CARRIED

7. In Camera

- a. **Legal**

- b. **Personnel Committee Report** (BoD Policy Part 39.7.3.F)
 - i. **Voting Members & Ex Officio Non-voting** (directors & excluded managers)
 - ii. **Voting Members** (directors only, no excluded managers)

MOTION TO MOVE IN CAMERA - DAWYDIAK/ARMSTRONG
MOTION CARRIED

8:14pm.

MOTION TO MOVE OUT OF CAMERA – TUPPER/FRIESEN
MOTION CARRIED

8:17pm.

MOTION TO AMEND THE AGENDA – TUPPER/FRIESEN
Add the following motion:

MOTION – TUPPER/

BIRT the Board ratifies the 2016 SUB license agreement between the UVSS and CCG/UVSP.

AMENDMENT CARRIED

MOTION – TUPPER/DAWYDIAK

BIRT the Board ratifies the 2016 SUB license agreement between the UVSS and CCG/UVSP.

MOTION CARRIED

8. MEETING TIMES

The next meeting scheduled by the Board of Directors is:
Monday December 5, 2016 in the SUB Upper Lounge.

9. ADJOURNMENT

MOTION TO ADJOURN – TUPPER/ARMSTRONG
MOTION CARRIED

The meeting adjourned at 8:19pm.

10. DIRECTOR REPORTS

Tupper:

Hours worked 74
Major items:

Chaired board meeting
Worked on electoral policy
Coordinate on donation to NDRAVAW
respond to student inquiries
Finance and Operations committee
Labour management committee
Presentation to new employees
Events, policy committees
Research on other societies policies and practices
SUB business marketing committee
Lunch with uvic execs in honour of Mike Harcourt

Armstrong:

Committee: 6hrs. Volunteer: 3 hrs. Office: 9 hrs. Total: 18hrs
Worked personnel issues via email, personnel and events committees, office hours and cleaning the office.

Quitau:

Nov 7th – Nov 18th
Hours worked: 62.5
Completed:

- Attended Exec, Policy Development, and Member Outreach Committee

- Chaired Events and Electoral Committee
- Helped write and wordsmith electoral policy
- Reviewed CEO job description
- Reviewed CEO applications and scheduled interviews
- Held the POTUS Party – very successful
- Working on Nov 25th – Vikes shoot for the cure
- Working on Nov 30th – Movember
- Organizing January Welcome back
 - o Pancake breakfast
 - o Neon 90's party
 - o Laser Tag
- Put in graphic work orders
- Participated in Festival of Trees – Fundraiser for BC Children's hospital
 - o Decorated a student reflective tree
- Participated in the CCG Hiring Committee
 - o Concluded with a new hire
- Judged Raising the Bar

The POTUS party as awesome. I have never seen Fel's so packed with a line outside the door. Very happy with how the event went, the colored beer seemed popular. It was fun being on the CCG hiring committee and happy with who we hired to be the new assistant coordinator. Lots of progress has been made in electoral committee. Lots of new policy being recommend to policy development committee. We currently have 4 interviews set for the CEO position. The UVSS has been working hard in getting involved with the community. We participated in Festival of Trees which is a fundraiser for BC Children's Hospital. We are helping organize Vikes Shoot for the Cure which is raising money for BC Breast Cancer association. Lastly, Movember, on Nov 30th we are hosting a Movember event with beard shaving and dj party on the last day of November, fundraising money for the Movember foundation.

Flipse:

| | | |
|-------------------|------|---|
| Mon Nov 7 | 4.5 | Exec, Prepped for board meeting |
| Tues Nov 8 | 1.5 | Emails, followed up re board meeting |
| Wed Nov 9 | 0.5 | Emails |
| Thurs Nov 10 | 1 | Emails |
| Fri Nov 11 | 0 | |
| Sat Nov 12 | 0.5 | Emails |
| Week total: | 8 | Took 3 vacation days plus 1 stat day |
| Mon Nov 14 | 6 | Exec committee, caught up on emails, Events committee, parking appeals prep |
| Tues Nov 15 | 11.5 | Parking appeals, electoral, PD prep, AVPR search committee, |
| Wed Nov 16 | 9 | PD committee, Finance Committee, NSU hiring committee, |
| Thurs Nov 17 | 4.5 | Ad sales candidate meeting, SUB new staff orientation, member outreach planning |
| Fri Nov 18 | 8.5 | AVPR Search committee, member outreach committee, emails |
| Week total: | 39.5 | |
| Total hours: 47.5 | | |

Musgrave:

Hours: 15

What did you do: Office hours, helped type emails.

Complete: Yes

Kinakin:

PERIOD: November 5th to November 18th

Hours: 70

What I accomplished:

- Attended Committee meetings including: executive, policy, events, finance, personnel, and member outreach
- Worked on re-doing course union policy
- Held Clubs Council and Course Union
- Helped Clubs and Course Unions
- Signed Cheque Recs
- Signed cheques
- Worked on SVP issues
- Helped with events
- Worked with PDUs and advocacy groups on financial documents.