



MINUTES

Board Meeting - UVic Students' Society
Monday March 13, 2017
SUB Upper Lounge 6:00 pm

ATTENDANCE

Directors:

Flipse, Kinakin, Tupper, Farboud, Fairley, Palacio, Armstrong, Zhang, Wang, Quitzau, Masur, Brown, Shaed, Musgrave, Dawydiak

Staff:

Johnson, Robertson

1. CALL TO ORDER

Flipse called the meeting to order at 6:12pm.

2. ACKNOWLEDGEMENT OF TERRITORIES

Flipse acknowledged the territories.

3. ADOPTION OF AGENDA & ADOPTION OF MINUTES

a. Adoption of Agenda

i. Agenda of 2017/03/13

-2017/02/13

MOTION TO ADOPT - FARBOUD/ARMSTRONG

AMENDMENT – KINAKIN/NICHOLSON

Add the following motions to Priority Business:

MOTION 2017/03/13: A1 – KINAKIN/

BIRT the Visual Arts Student Association is granted a \$500 publication grant.

MOTION 2017/03/13: A2 – KINAKIN/

BIRT the following 4 newly clubs are ratified without funding for the remainder of the Spring 2017 semester:

- Latin American Student Organization (LAZO)
- Sound and Wave
- Victoria Fandom Initiative
- WOD Club (World of Darkness Players Association)

MOTION 2017/03/13: A3 – KINAKIN/

BIRT the following 2 established clubs are ratified without funding for the remainder of the Spring 2017 semester:

- Game Development
- Urban Gaming

AMENDMENT CARRIED

AGENDA CARRIED AS AMENDED

b. Adoption of Minutes
i. Executive Committee

-2017/02/01
-2017/02/20
-2017/02/23
-2017/03/01

ii. Board of Directors

-2017/02/20

MOTION TO ADOPT - ARMSTRONG/TUPPER
MOTION CARRIED

c. Ratification of Directors

MOTION 2017/03/13: 01 – FLIPSE/ARMSTRONG

BIRT the Board accepts the resignation of Kenya Rogers as the Third Space representative to the UVSS Board of Directors; and

BIFRT the Board ratifies Daphne Shaed as the Third Space representative to the UVSS Board of Directors.

MOTION CARRIED

MOTION 2017/03/13: 02 – FLIPSE/ARMSTRONG

BIRT the Board accepts the resignation of Heather Mitchell as the SSD representative to the UVSS Board of Directors; and

BIFRT the Board ratifies Juan Palacio as the SSD representative to the UVSS Board of Directors.

MOTION CARRIED

4. PRESENTATIONS, ANNOUNCEMENTS & REPORTS

a. PRESENTATIONS

i. Free Speech Club

MOTION 2017/01/09: A3 - KINAKIN/ROGERS

BIRT the following 1 newly established club is ratified with funding in the amount of \$60.25 for the Spring 2017 semester:

1. Free Speech Club

Not present.

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. 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. Risk Management Advisory
 - XII. SUB Business Marketing
 - XIII. SUB Occupants
 - XIV. University Relations
5. **QUESTION PERIOD (15 mins)**
6. **MAIN MOTIONS**
- a. **PRIORITY BUSINESS**

MOTION 2017/03/13: A1 – KINAKIN/MUSGRAVE
BIRT the Visual Arts Student Association is granted a \$500 publication grant.

MOTION CARRIED

MOTION 2017/03/13: A2 – KINAKIN/MASUR
BIRT the following 4 newly established clubs are ratified without funding for the remainder of the Spring 2017 semester:

 - Latin American Student Organization (LAZO)
 - Sound and Wave
 - Victoria Fandom Initiative
 - WOD Club (World of Darkness Players Association)

MOTION CARRIED

MOTION 2017/03/13: A3 – KINAKIN/MUSGRAVE
BIRT the following 2 established clubs are ratified without funding for the remainder of the Spring 2017 semester:

 - Game Development

- Urban Gaming

MOTION CARRIED

b. **OLD BUSINESS**

c. **NEW BUSINESS**

MOTION 2017/03/13: 03 – FLIPSE/SHAED

BIRT the following motion decided via email vote is entered into these minutes as a record:

MOTION 2017/02/24: 01 – FLIPSE/TUPPER

BIRT the motion passed on February 6, 2017 to support the Third Space Zine's wall project is amended to allow for the project to go up on March 13th to April 9, as proposed by the Third Space.

MOTION CARRIED

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/03/13: 04 – FLIPSE/MUSGRAVE

BIRT Human Resource Management Policy sections Anti-harassment and Excluded Personnel are moved to Board of Directors Policy as Section 1, Part 9 and Section 1, Part 10 respectively.

MOTION CARRIED

Kinakin requested an omnibus of Motions 5-12.
Pulled from the omnibus: Motion 9

OMNIBUS CARRIED

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/03/13: 05 – FLIPSE/

BIRT Board Policy Section 1 Part 1 Training and Professional Development is amended as follows:

- 1.4.b.v Within the first eight weeks of assuming office, Lead Directors shall be given additional mandatory training in:
- UVic Administrative Organization
 - Non-profit Management
 - Human Resource Management
 - **Budgeting and Financial Management**
 - Advanced Workshop in Post-secondary Issues
 - **Marketing & Communications**
 - Media Training
 - Legal Competency

All directors are able to attend these training sessions, although the training is only mandatory for Lead Directors.

CARRIED OMNIBUS

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/03/13: 06 – FLIPSE/

BIRT Board Policy Section 1 Part 1.5 Lead Directors is adopted as follows:

d. Emails and File Storage

I. At the beginning of each board term, Lead Directors shall be assigned emails and computers associated with their elected position. All role-assigned emails and electronic files are the property of the UVSS and must be transferred to incoming Lead Directors at the beginning of the following board term.

CARRIED OMNIBUS

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/03/13: 07 – FLIPSE/

BIRT Board Policy Section 1 Part 6 External Organizations is amended as follows:

- 6.3** Before joining an external organization, the Board of Directors must obtain a legal opinion on any potential legal liabilities ~~in joining that organization~~ **in the case where there is a strong indication that becoming a member/associate organization involves a risk to the UVSS or the total cost of the first year of membership exceeds one thousand dollars [\$1,000].**

Adopted BOD 2013/07/08

CARRIED OMNIBUS

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/03/13: 08 – FLIPSE/

BIRT Board Policy Section 2 Part 1 Adopting the Budgets is amended as follows:

1.3 Process & Timeline

Before the Director of Finance and Operations can draft and compile the Board of Directors budget, all Lead Directors who have designated committee fees (see below) should use their first six weeks to adopt a yearly activities plan and corresponding budget to be recommended subject to approval by the corresponding committee.

The Director of Finance and Operations must receive these plans and budgets from committee chairs by no later than June 30. The Director of Finance and Operations must present the budget to the Board for approval by the first Board meeting in August. **At this meeting, the Board may refer the budget back to Finance and Operations Committee for further review or adjustments. Once the budget has been approved, finalized committee budgets shall be emailed to the members of each committee.**

Adopted BOD 2016/04/18

CARRIED OMNIBUS

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/03/13: 09 – FLIPSE/FAIRLEY

BIRT Board Policy Section 5 Part 3 Closed Committees is amended as follows:

3.2 EXECUTIVE COMMITTEE

3. Duties

- a. Ensure the Students' Society is compliant with all of its legal obligations.
- b. Develop and maintain a budget for grants and donations.
- c. Submit minutes of all Executive Committee meetings to the Board of Directors in a timely manner.
- d. Fairly distribute grants and donations to external (non-UVSS) organizations as per Operational Policy Part 5.
 - i. Determine the maximum amount and number of grants based on the budgeted allocation.
 - ii. Review and disburse funding requests.
 - iii. Report any funding disbursements to the Board of Directors.
- e. **Oversee the content published on the Board Chalkboard, and approve requests to use the chalkboard.**
- f. At the first meeting of each semester, familiarize committee members with all policy relevant to the committee, including its terms of reference, and conduct a review of policy for the purpose of providing recommendations to Policy Development Committee.
- g. Carry out all other duties as directed by the BoD.

**MOTION TO REFER TO PD – FLIPSE/FARBOUD
MOTION TO REFER CARRIED**

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/03/13: 10 – FLIPSE/

BIRT Board Policy Section 5 Part 3 Closed Committees is amended as follows:

3.3 HEALTH PLAN AND DENTAL PLAN APPEALS COMMITTEE

3. Duties

- a. Review and adjudicate written appeals of UVSS Health Plan assessments within 30 days of submission.
- b. Review and adjudicate written appeals of UVSS Dental Plan assessments within 30 days of submission.
- c. **When adjudicating, the committee shall take the appellant's opt-out and appeal history into account.**
- d. Respond to applicants within a reasonable time of the committee's decision.
- e. At the first meeting of each semester, familiarize committee members with all policy relevant to the committee, including its terms of reference, and conduct a review of policy for the purpose of providing recommendations to Policy Development Committee.

CARRIED OMNIBUS

RECOMMENDED BY POLICY DEVELOPMENT:

MOTION 2017/03/13: 11 – FLIPSE/

BIRT Board Policy Section 5 Part 3 Closed Committees is amended to strike University Relations Committee; and

BIFRT Campaigns Committee Terms of Reference is amended as follows:

3. Duties

Campaigns & Community Relations

- a. **Coordinate the campaigns and community relations of the Society.**
- b. **Communicate regularly with all levels of government in order to advocate for student issues.**
- c. **Build and maintain coalitions between the UVSS and constituency groups, community groups, and on-campus environmental sustainability groups.**
- d. **Establish working groups for campaigns, as needed.**

University & International Student Relations

- a. **Support the Director of Outreach & University Relations in their duties as related to campaigns of the Society, including:**
 - i. **Liaise with the administration of the University of Victoria; and**
 - ii. **Coordinate with student representatives to the Senate and Board of Governors to advance student interests.**
 - iii. **Propose motions for consideration to the UVSS Board of Directors regarding University relations.**
 - iv. **Respond to University governance issues that affect students.**
- b. **Work with the Director of International Student Relations to respond to political issues that affect international students.**

Other Duties

- a. **At the first meeting of each semester, familiarize committee members with all policy relevant to the committee, including its terms of reference, and conduct a review of policy for the purpose of providing recommendations to Policy Development Committee.**
- b. **Carry out all other duties as directed by the BoD.**

CARRIED OMNIBUS**RECOMMENDED BY POLICY DEVELOPMENT:****MOTION 2017/03/13: 12 – FLIPSE/**

BIRT Board Policy Section 5 Part 3 Closed Committees is amended as follows:

ELECTORAL COMMITTEE

4. Membership

Voting Members

~~a. Three [3] directors of the Society, one of which is elected as chair, one of which is elected as second chair, and none of which may actively participate in campaigning or seek re-election while serving as a member of the committee.~~

- a. **Three [3] directors of the Society, one of which is elected as chair by the Board of Directors. The Board shall elect the chair before electing the other two positions. The other two directors can act as second chair, as needed. No members of the committee may actively participate in campaigning or seek re-election while serving as a member of the committee. Committee members who decide to actively participate in campaigning or seek re-election must resign from the committee before the hiring process begins for the Chief Electoral Officer, Election Adjudicator, Arbitration Panel, or Deputy Electoral Officers.**

CARRIED OMNIBUS

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 – FARBOUD/MUSGRAVE
MOTION CARRIED**

6:41pm

**MOTION TO MOVE OUT OF CAMERA – DAWYDIAK/SHAED
MOTION CARRIED**

6:47pm

8. MEETING TIMES

The next meeting scheduled by the Board of Directors is:
Monday March 20, 2017 in the SUB Upper Lounge.

9. ADJOURNMENT

**MOTION TO ADJOURN – TUPPER/KINAKIN
MOTION CARRIED**

6:48pm

10. DIRECTOR REPORTS

Tupper:

[For Feb 15th- March 11, 2016]

Total hours: 111.5

Items accomplished:

- **Collective bargaining** with United Steelworkers
- Revolving Sustainability club meeting
 - o We recommended funding for new low flush toilets in childcare
- Course union council
- Parking appeals
- Events committee
- Met with both prospective Directors of Finance and Operations
- Operational relations committee
- Negotiations with Commerce Student Society regarding the level of sponsorship
- Ratified contract with Blueprint University
- Assisted with logistics to get the spokesperson from A&W on campus!
- Wrote about the CPI referendum on roughly have the chalkboards on campus
- Helped to respond to that Peter Singer event
- Labour Management Committee
- The First UVSS/GSS committee meeting
- Went through all of the dossiers of the Harry Hickman award and the Gillian Sherwin award. Met with the committee and made our final decision on who the award recipient would be.

- Listened to that main song from Moana about a 100 times. It's the song of our generation
- Fee reduction appeals committee.
- Met with Student care to review the claims in the first half of the year.
- Interviewed with the Martlet both about food safety and CPI referendum
- Board meeting
- Multiple Exec meetings
- Multiple personnel meetings

Quitau:

Feb 20 – March 13

Hours worked: 121 ½ hours

Completed:

- Signed cheques
- Attended committees
- Contacted provincial candidates to meet students
- Cooperation with Vikes Blue and Gold Blitz
- Meeting with Blueprint
- Attended Grad Class
- Held Events committee
- Working with campaigns for provincial election
- Working on year end events
- Attended SCART
- Met with GSS
- Put in orders for Metropol
- Tabled for grad class
- Attended debates
- Worked with graphics dept
- Attended operational relations
- Put together Clash of Clubs
- Prepared for #GetOnTheListBC

Got a lot done in the 3 weeks between board meetings. Finally got the Last Clash Bash together and sold 80 tickets on the first day. Organized #GetonthelistBC where students can come register to vote in the upcoming election, put together clash of clubs, and helped organize a candidate's debate. Lots of work done with the Grad Class committee in preparation for the luncheon. Finalize details for brewology and the poster is awesome.

Flipse:		
Date	Hours	What I Did
Mon Feb 20	8	Board meeting, exec, catch up
Tues Feb 21	9	Parking appeals, grad class, policy drafting, events
Wed Feb 22	6.5	Department Manager meeting, sexualised violence policy
Thurs Feb 23	9.5	Exec, health and dental appeals, member outreach, operational relations
Fri Feb 24	8.5	Blueprint meeting, Fun-Ops, campaigns planning, PD
Total:	41.5	

Sun Feb 26	3	Research inspired teaching award - reading applications
Mon Feb 27	7	
Tues Feb 28	8.5	Grad Class committee + tabling, lead directors debates
Wed Mar 1	7	Research inspired teaching committee, exec, tabling for grad class
Thurs Mar 2	6	Bookstore advisory, member outreach, cheques, international student fees
Fri Mar 3	8	Understanding the Village workshop
Total:	39.5	
Mon Mar 6	8.5	Hiring committee, grad class tabling, deficit policy
Tues Mar 7	8	Grad class, international student fees, tabling, exec, events
Wed Mar 8	1	Emails
Thurs Mar 9	7.5	Cheque signing, meeting with Tianyang and Raj, deficit policy consultation, grad class
Fri March 10	1	Emails, board reports
Total:	26	Pulled 9 hours from banked hours

DaL Board Report			
Name	Hours	What you did	Complete (Y/N)
Catherine Musgrave	10	Cleaning, editing for Maxwell, office hours	Y
Tianyang Zhang	3.5	Meet with Alysha about the international student tuition increase; Had the first meeting for the working group; Met with a member of the international student service to discuss for possible solution; Met with Jim Dunston to require more detail about the tuition increase.	N
Avasta Farboud	15	Answering questions, tidying, office hours	Y
Jiayi Wang	4	Finance committee, international student fee working group, office hours	N

Armstrong: _____

Date	Committee Hours	Volunteer Hours	Office Hours
Feb 20			5

