



Minutes

Board Meeting - UVic Students' Society
Monday April 24, 2017
SUB Upper Lounge 6:00 pm

ATTENDANCE

1. CALL TO ORDER

Flipse called the meeting to order at 6:05pm.

2. ACKNOWLEDGEMENT OF TERRITORIES

Flipse acknowledged the territories.

3. ADOPTION OF AGENDA, ADOPTION OF MINUTES, DIRECTOR RESIGNATION

a. Adoption of Agenda

i. Agenda of 2017/04/24

**MOTION TO ADOPT - HAYNES/NICHOLSON
AGENDA CARRIED**

b. Adoption of Minutes

i. Executive Committee

-2017/04/20

-2017/04/21

ii. Board of Directors

-2016/12/05

-2017/01/09

-2017/02/06

-2017/04/10

**MOTION TO ADOPT - TUPPER/HAYNES
MOTION CARRIED**

c. Director Resignation

MOTION 2017/04/24: 01 – FLIPSE/HAYNES

BIRT the Board accepts the resignation of Juan Palacio as the SSD representative to the UVSS Board.

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. Motion expires with board term.

- 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 STUDENT 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
5. **QUESTION PERIOD (15 mins)**
6. **MAIN MOTIONS**
- a. **PRIORITY BUSINESS**

MOTION 2017/04/20: 02 – FLIPSE/FAIRLEY

BIRT nominations are opened for one undergraduate student to sit on the Search Committee for a Director of Technology and Society Program.

Nominations:

Dheeraj Chandani

**MOTION TO RATIFY CHANDANI - FAIRLEY/HAYNES
MOTION CARRIED**

MOTION 2017/04/20: 03 – TUPPER/FAIRLEY

BIRT up to \$19,500 be transferred from the Special Events Trust to Special Events Operating Budget to cover the costs that special events made in the 2016-2017 Board Term.

MOTION CARRIED

MOTION TO OMNIBUS MOTIONS 4-6 – TUPPER/HAYNES

Pulled: Motion 4

MOTION TO OMNIBUS CARRIED

MOTION 2017/04/20: 04 – TUPPER/NICHOLSON

BIRT up to \$14,500 from the Government Relations and Outreach Fund be transferred into the Campaigns Operating Fund to cover costs relating to campaigns made in the 2016-2017 Board Term.

MOTION CARRIED

MOTION 2017/04/20: 05 – TUPPER/

BIRT up to \$20,500 from the Election Fund be transferred into the Elections Operating Fund to cover costs relating to elections made in the 2016-2017 Board Term.

CARRIED OMNIBUS

MOTION 2017/04/20: 06 – TUPPER/

BIRT up to \$50,000 from the Emergency Food Program be transferred into the Food Bank and Free Store Operating Fund to cover costs relating to supporting the service in the 2016-2017 Board Term.

CARRIED OMNIBUS

RECOMMENDED BY EXECUTIVE COMMITTEE:

MOTION 2017/04/20: 07 – TUPPER/NICHOLSON

WHEREAS the UVSS Health and Dental claims for the 2016-2017 policy year have significantly exceeded anticipated plan premiums; and

WHEREAS every April the UVSS Board of Directors must approve benefit changes to the UVSS Health and Dental Plan; and

WHEREAS the health and dental student fees (plan premiums) are fixed at \$288 per student; and

WHEREAS for the 2017-2018 policy year, the plan costs are projected to exceed this amount by \$63.13 per student; and

WHEREAS in years where the plan costs are less than the plan premiums, the extra money is set aside in the UVSS Health and Dental Plan reserve fund for unexpected costs, which currently has a balance of approximately \$420,000; and

WHEREAS in order for the health and dental plan to continue for the 2017-2018 year, the UVSS must make up the difference between plan costs and plan premiums through benefit changes and/or the use of the health and dental plan reserve fund; therefore

BIRT the following benefit changes are approved for the 2017-2018 Health and Dental plan:

- I. The drug formulary used by the UVSS health and dental plan is changed to the BC Fair Pharmacare Formulary, with up to an additional \$1000 for drug exceptions

- II. Paramedical coverage is changed from 80% of expenses to \$40 per visit (does not apply to psychology)
- III. Vision coverage for eye glasses & contact lenses is changed from \$125 to \$100
- IV. The annual maximum for Dental Claims is changed from \$850 to \$750

BIFRT up to \$275,000 is allocated from the health and dental plan reserve fund to cover the increased costs of the 2017-2018 Health and Dental Plan; and

BIFRT the 2016-2017 UVSS board recommends that the 2017-2018 UVSS board holds a referendum on the health and dental plan premium to ensure the long-term sustainability of the Health and Dental Plan.

**MOTION TO MOVE IN CAMERA – NICHOLSON/HAYNES
MOTION CARRIED**

6:30pm

**MOTION TO MOVE OUT OF CAMERA - QUITZAU/BROWN
MOTION FAILED**

**MOTION TO MOVE OUT OF CAMERA - FLIPSE/QUITZAU
MOTION CARRIED**

6:49pm

MOTION CARRIED UNANIMOUSLY

RECOMMENDED BY EXECUTIVE COMMITTEE:

MOTION 2017/04/24: 08 - TUPPER/FAIRLEY

BIRT Board of Directors Policy Section 1, Part 1.2. is amended as follows:

1.2 Board Reports

- a. Directors shall submit a written board report to the Director of Outreach & University Relations and Research & Communications ~~Manager~~ ~~Coordinator~~ in advance of each regularly scheduled board meeting. Board reports are due by 2:00 pm on the Friday that precedes a regularly scheduled board meeting. Advocacy group representatives are exempt from this policy.
- b. Board reports shall be included in the board meeting agenda and minutes and shall detail all of the board-related work that the director has done since the previous board meeting. Lead Directors shall report on committee decisions made in their board reports.
- c. If a director does not submit a board report on time, they shall not be eligible for director benefits and their report shall not be entered into the agenda or minutes.
- d. Directors shall report the total amount of their hours worked or volunteered in their written board reports.
- e. Directors who are absent due to illness, vacation, personal leave, or other extenuating circumstances shall not be required to submit a written report for the period of time that they are absent.
- f. **Directors are expected to notify the Director of Outreach & University Relations and Research & Communications Manager by 2:00pm on the Friday before a board meeting if they will be absent from a board meeting. The minutes shall include a list of all directors who have sent their regrets.**

MOTION CARRIED

RECOMMENDED BY EXECUTIVE COMMITTEE:

MOTION 2017/04/24: 09 - TUPPER/NGENDA

BIRT Board of Directors Policy Section 1, Part 1.5.c.ii is amended as follows:

c. Performance of Duties

- ii. If a lead director is either unable or unwilling to correct their behaviour or improve their job performance after being issued a warning by Executive Committee (Step 1), the matter shall be referred to the Board of Directors for further consideration (Step 2). Either party could request to have a third party chair or facilitate the discussion. Disciplinary action may include, but is not limited to, censure and/or removal of benefits. Any disciplinary action must be passed by a ~~3/4~~ **two-third [2/3]** vote of the Board. The ~~executive lead~~ director under review shall be given five [5] business days to respond to the concerns in writing. They shall also be given a reasonable time frame in which to correct their behaviour or improve their job performance.

MOTION CARRIED

RECOMMENDED BY EXECUTIVE COMMITTEE:

MOTION 2017/04/24: 10 - TUPPER/FAIRLEY

BIRT Board of Directors Policy Section 1, Part 1.5.d is added to Board of Directors Policy as follows:

d. Lead Director Vacancy

- i. **As per the UVSS Constitution, when a vacancy has been established in a lead director position either by resignation or impeachment, the Board of Directors may decide to either:**
 1. **Hold a by-election**
 2. **Elect a director to fill the lead director position as an interim lead director**
- ii. **If the Board of Directors decides to elect a Director-at-Large as an interim lead director, the Board of Directors must pass a resolution to initiate proceedings to elect an interim lead director. The following process shall then apply:**
 1. **An excluded manager shall preside over the election and ensure the proper process is followed. They shall rule on disputes and oversee the counting of ballots. The presiding excluded manager shall announce at the beginning of the electoral process that they are overseeing the process.**
 2. **Any ruling or interpretation of the presiding excluded manager may be challenged by a director. A two-thirds [2/3] majority vote is required to overturn a ruling or interpretation of the presiding excluded manager.**
 3. **Any Director-at-Large may choose to put their name forward as a candidate for interim lead director. The presiding excluded manager shall ensure that all Directors-at-Large are given an equal chance to announce their candidacy.**
 4. **Each candidate shall be invited to deliver an address to the Board of Directors not exceeding five [5] minutes. Order of speaking shall be determined by a drawing of lots.**
 5. **After all candidates have spoken, each director will have the opportunity to ask a question not longer than 30 seconds. All candidates will have up to 1.5 minutes to respond to the question**
 6. **The Board of Directors may choose to extend the candidate question period by a 50% majority vote of directors present and voting.**

7. The Board of Directors will then vote by secret ballot for the candidate of their choosing. Each Director may vote for one candidate. Ballots with multiple names, illegible ballots, and ballots which do not contain the first or last name of any candidate will be discarded.
8. Up to three [3] directors who are not candidates may scrutinize the counting of ballots.
9. The presiding excluded manager will secure all ballots for 7 days after which they will be destroyed. Any member of the Board of Directors may ask for verification of the ballots by a third party.
10. The successful candidate must receive more than 50% of valid ballots cast. If no member receives more than 50% of valid ballots cast, then there will be continued rounds of voting subject to the rules above until a candidate receives more than 50% of valid ballots cast. Election results will be revealed after each round of voting.

BIFRT the policy is renumbered accordingly.

MOTION CARRIED

RECOMMENDED BY EXECUTIVE COMMITTEE:

MOTION 2017/04/24: 11 - TUPPER/FAIRLEY

BIRT Board of Directors Policy Section 1, Part 1.6.a is amended as follows:

1.6 Directors At Large & Director of International Student Relations

a. Scheduling and Volunteer Hours

- i. Directors At Large and the Director of International Student Relations are required to volunteer at least a minimum of two hours per week ~~to volunteer~~ for UVSS activities that are not board meetings ~~or committee meetings~~.
- ii. Directors At Large and the Director of International Student Relations are not required to volunteer during holidays (statutory, university, or UVSS office holidays), or during co-op work/practicum terms.
- iii. At least one of the two volunteer hours per week shall be committed to being present in the Students' Society Centre to greet and assist members during regular Students' Society Centre hours.
- iv. **Directors At Large and the Director of International Student Relations are required to attend a minimum of two [2] UVSS committee meetings per month.**
- v. Directors At Large and the Director of International Student Relations shall report their volunteer hours **and committee attendance** in their director reports.

MOTION CARRIED

b. OLD BUSINESS

c. NEW BUSINESS

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 - TUPPER/KINAKIN
MOTION CARRIED

6:57pm

MOTION TO MOVE OUT OF CAMERA – FAIRLEY/BROWN
MOTION CARRIED

7:03PM

MOTION TO AMEND THE AGENDA – TUPPER/NGENDA

Add the following motion:

MOTION – TUPPER/

BIRT the UVSS board of directors ratifies the 2017-2022 SUB License Agreement with “Steps Forward Inclusive Post-Secondary Education Society” and “UVIC Students for Literacy”.

MOTION TO AMEND THE AGENDA CARRIED

MOTION – TUPPER/KINAKIN

BIRT the UVSS board of directors ratifies the 2017-2022 SUB License Agreement with “Steps Forward Inclusive Post-Secondary Education Society” and “UVIC Students for Literacy”.

Haynes and Tupper requested a roll call vote.

Flipse – in favour
Tupper – in favour
Haynes – in favour
Nicholson – in favour
Fairley – in favour
Musgrave – in favour
Quitau – in favour
Ngenda – in favour
Brown – in favour
Wang – in favour
Zhang – in favour
Kinakin – in favour

MOTION CARRIED

8. MEETING TIMES

The next meeting scheduled by the Board of Directors is:
Monday May 8, 2017 in the SUB Upper Lounge.

9. ADJOURNMENT

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

The meeting adjourned at 7:05pm.

10. DIRECTOR REPORTS

Armstrong:

Committee: 5
Office:22

What I did: Personnel Committee, Excluded Management Review, Personnel Committee Emails, Office Hours, Cleaning DaL/Main Office

Tupper:

[For April 8 – April 22 2016]

Total hours: 40 [30 hours used from accumulated time off en lieu]

Items accomplished:

- Wrote policy amendments
- Finance year end motions to transfer
- Developed solutions for Health and Dental Plan shortfall
- Health and Dental Plan research, met with Studentcare
- Finance and Operations Training Manual
- Strategic Planning Year End open house
- Fee reduction appeals committee
- Excluded management review follow ups
- Personnel

Musgrave:

April 18: 2 office hours, 1 volunteer hour

April 19: 1 office hour

April 20: 2 office hours

Two things I did: cleaning, answering questions