



MINUTES

University of Victoria Students' Society
Monday, October 5, 2020 – Google Meet, 6pm

Google Meet meeting link:

meet.google.com/ozz-idhj-tgr
(CA)+1 647-734-6740; PIN: 467 252 978#

Google Meet specific instructions:

1. Please mute your mic if you are not speaking.
2. Please type "x" into the chat if you'd like to be placed on the speakers' list.
3. You will be asked to vote yes or no in the chat during motions - you can always abstain if you'd like.

ATTENDANCE: Dodds, Tubeishat, Lowan, Muir, de Havelyn, Blecha, Abuelazm, Burd, Giesbrecht, Guildford, Mittal, Ritchie, Franco-Monroy, Henderson, Barkowsky, Adachi, Parent, Lancaster, Nag

Staff: Hardman, McFarlin, Talman, Robertson

1. CALL TO ORDER

De Havelyn called the meeting to order at 6:03pm.

2. LIVESTREAM

MOTION 2020/10/05: 01 - ADACHI/MITTAL

WHEREAS the UVSS Board of Directors values the comfort and privacy of all Board members, and will only proceed with live streaming Board meetings if they pass unanimously; therefore,

BIRT the Board approves the livestreaming of the October 5th, 2020 Board meeting on the UVSS Facebook page; and,

BIFRT this video be kept on the UVSS Facebook page until the minutes from this meeting are ratified.

MOTION CARRIED

3. LAND ACKNOWLEDGEMENT

Burd acknowledged the land.

4. ADOPTION OF AGENDA

a. Adoption of Agenda

- i. 2020/10/05

MOTION TO ADOPT AGENDA - LOWAN/TUBEISHAT

MOTION TO AMEND - TUBEISHAT/LOWAN
Postpone indefinitely MOTION 2020/09/28: 02
MOTION CARRIED

MOTION TO AMEND - MITTAL/RITCHIE
Recorder agenda to place MOTION 2020/10/05: 09 after MOTION 2020/10/05: 04
MOTION CARRIED

MOTION TO AMEND - ABUELAZM/ADACHI
Postpone indefinitely MOTION 2020/09/14: 09
MOTION CARRIED

MOTION CARRIED

- b. **Adoption of Minutes**
 - i. 2020/09/28

MOTION TO ADOPT MINUTES - ADACHI/HENDERSON
MOTION CARRIED

5. PRESENTATIONS & ANNOUNCEMENTS

- a. **PRESENTATIONS**
 - ii. Democratic Rules of Order 101
- b. **ANNOUNCEMENTS**
 - i. "Policy Moments"

6. REPORTS

a. EXCLUDED MANAGERS

b. PORTFOLIOS

1. Campaigns and Community Relations
2. Finance and Operations
3. Outreach and University Relations
4. Student Affairs
5. Events
6. International Student Relations

COMMITTEES AND COUNCILS

1. Electoral

2. Executive committee
3. Food Bank & Free Store
4. Peer Support Centre

CONSTITUENCY ORGANIZATIONS & NSU

1. GEM
2. NSU
3. Pride
4. SOCC
5. SSD

WORKING GROUPS

1. PIRG

MOTION TO RECESS - RITCHIE/BURD

For 10 minutes.

MOTION CARRIED

7. QUESTION PERIOD (15 mins)

8. MAIN MOTIONS

a. PRIORITY BUSINESS

MOTION 2020/10/05: 02 – FRANCO-MONROY/MITTAL

WHEREAS On September 28th, a representative from the Support Network for Indigenous Women and Women of Colour presented at a meeting of the Board of Directors; and,

WHEREAS This organization does work that benefits the community and our members; therefore,

BIRT The UVSS allocate \$1500 from the Grants and Donation Fund to the Support Network for Indigenous Women and Women of Colour.

MOTION CARRIED

RECOMMENDED BY POLICY DEVELOPMENT COMMITTEE

MOTION 2020/10/05: 03 - ADACHI/LOWAN

BIRT the following motions are added to the 2020 AGM agenda:

MOTION TO AMEND BYLAW 1 - DEFINITIONS

WHEREAS the UVSS Bylaws and the BC Societies Act contain identical definitions for “ordinary resolutions”; and,

WHEREAS the UVSS Bylaws don't include any other references to ordinary resolutions; therefore,

BIRT Bylaw 1.10 is struck:

~~1.10 Ordinary Resolution shall mean a resolution requiring a simple majority vote.~~

MOTION TO AMEND BYLAW 1 - DEFINITIONS

WHEREAS the UVSS Bylaws require “special resolutions” for certain actions, like amending the Bylaws or removing Directors; and,

WHEREAS in 2016, the BC Societies Act changed from requiring a $\frac{3}{4}$ majority vote to $\frac{2}{3}$ for special resolutions; and,

WHEREAS the BC Societies Act currently defines “special resolution” using a $\frac{2}{3}$ majority; and,

WHEREAS currently, the UVSS Bylaws define “special resolution” using a $\frac{3}{4}$ majority; therefore, **BIRT** Bylaw 1.13 is amended as follows:

1.13 Special Resolution shall mean a resolution **with voting and notice requirements as set out in the BC Societies Act.** ~~requiring a three quarters [3/4] majority vote, and fulfilling notice requirements as set out in the Societies Act of British Columbia.~~

MOTION TO AMEND - MITTAL/ABUELAZM

Amendment to remove first part of motion: “BIRT Bylaw 1.10 is struck.”

MOTION DEFEATED

MOTION CARRIED

MOTION 2020/10/05: 09 - MITTAL/BURD

BIRT the following Special Resolutions be added to the October 29th, 2020 AGM agenda:

MOTION TO AMEND BOARD OF DIRECTORS POLICY - DIRECTOR CONDUCT AND DUTIES

WHEREAS the UVSS’ strategic foundation includes its values which are enduring, passionate, and distinctive core beliefs that guide the organization’s conduct, activities, and goals; therefore, **BIRT** Board of Directors policy Section 1, Part 1, be amended as follows and the remaining part be renumbered accordingly, at the October 29th Annual General Meeting:

1.1 Board of Directors Values

Good Governance

We take our responsibility to ensure the long-term stability and health of your students’ society very seriously. To us this means ensuring participatory democracy and transparent decision-making, being prudent and judicious with your student fees, and being accountable for our actions.

Environmental Sustainability

We recognize the urgency of the climate crisis and are committed to doing our part. We work to reduce the environmental impact of UVSS operations and support sustainable initiatives that are relevant to students. We strive to be climate justice leaders that set an example for our members, UVic, and the greater community. We recognize that BIPOC (Black, Indigenous and

People of Colour), LGBTQ2+ and working class communities are disproportionately affected by ecological destruction and the climate crisis.

Service

Service to students is why we exist. Our student-centered approach drives us to provide services that are high-quality, relevant, and meaningful to students. We provide essential services to all members of the UVSS: The extended health and dental plan, the U-PASS, Peer Support Centre, and the Food Bank and Free Store.

FUN

We value fun in everything that we do. To us that means creativity, passion, spirit, lightheartedness, and not being overly bureaucratic. Campus should be a fun place to be and students should feel excited and engaged about the work their students' society does.

Decolonization

Our campus resides on the unceded and unsundered land of the Lekwungen people, including the Esquimalt, Songhees, and WSÁNEĆ Nations. We are committed to holding our institutions accountable to reconciliation and decolonization by challenging systems and practices that oppress Indigenous peoples. We aim to elevate Indigenous voices and perspectives by confronting colonial norms and frameworks. We will continually educate our members, create open dialogue, and take action to dismantle colonial systems. We aim to elevate all First Nation, Inuit and Metis peoples - including but not limited to women, girls and queer/Two-Spirit folks - that continue to experience ongoing systems of oppression that inter-lock with and originate from colonialism, such as racism, sexism, homoantagonism, transantagonism, ableism, and others.

Excellence

We aim to be a leader not just among student societies, but among non-profits – and we pursue this goal through excellence. To us that means driving innovation, promoting a learning culture, investing in our people, and by taking a compassionate approach to everything that we do.

Social Justice

Whether we are advocating for student issues or putting the profits from our businesses back into services for students, the UVSS works every day to ensure no person is left behind. Promoting social justice means supporting, uplifting and providing services to students and student-led organizations on campus that center issues of equity; this includes, but is not limited to, confronting racism, sexism, transphobia, homophobia, ableism, colonialism, and all other discriminations and/or systems of oppression. We work with campus and community partners to raise awareness and empower students to create change.

MOTION TO AMEND BYLAW 8 - DUTIES AND RESPONSIBILITIES OF DIRECTORS

WHEREAS the UVSS values establish why Directors and staff do what they do and what they stand for: organizational leadership, advocacy, and total member satisfaction; therefore, **BIFRT** Bylaw 8 be amended to add “Uphold and execute the values of the UVSS to the best of their abilities, as outlined in Board of Directors policy, Section 1, Part 1” to the job descriptions of every Board of Directors position.

MOTION TO RECESS - ABUELAZM/RITCHIE

Recess for 10 minutes.

MOTION CARRIED

MOTION TO AMEND - BURD/MITTAL

Remove the sentence "We recognize that BIPOC (Black, Indigenous and People of Colour), LGBTQ2+ and working class communities are disproportionately affected by ecological destruction and the climate crisis."

MOTION TO AMEND - MUIR/BLECHA

Amendment to the amendment: Replace "We recognize that BIPOC (Black, Indigenous and People of Colour), LGBTQ2+ and working class communities are disproportionately affected by ecological destruction and the climate crisis." with “We recognize that the climate crisis intersects with existing structures of oppression and acknowledge anti-racism and decolonial work as essential components of climate justice.”

MOTION CARRIED

MOTION TO RECESS - ADACHI/GUILDFORD

Recess for 15 minutes.

MOTION CARRIED

MOTION CARRIED

MOTION 2020/10/05: 04 - ADACHI/DODDS

BIRT Lowan replaces de Havelyn as chair until de Havelyn is reinstated.

MOTION CARRIED

MOTION 2020/10/5: 05 - DE HAVELYN/HENDERSON

BIRT the following Special Resolutions be added to the October 29, 2020 UVSS Annual General Meeting agenda:

MOTION TO AMEND BYLAW 4 - GENERAL MEETINGS AND REFERENDA AND BYLAW 5 - BOARD OF DIRECTORS

WHEREAS Robert’s Rules of Order consists of over 1000 pages of rules, making meetings inaccessible to many directors; and

WHEREAS Democratic Rules of Order is a simpler, more accessible, and easier to learn Rules of Order; therefore,

BIRT Bylaws 4.10 and 5.3 are amended as follows:

4.10 Rules of Order

Subject to any special resolutions of the Students' Society the most recent edition of

Democratic 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.

5.3 Meetings of the Board of Directors

- a. The Board of Directors shall meet at least twice per month.
- b. The agenda for each Board of Directors meeting shall be posted in the Students' Society Building no later than twenty-four [24] hours prior to the meeting of the Board of Directors.
- c. Quorum required for the transaction of business of the Board of Directors shall be:
 - i. a minimum of nine [9] directors during the months of September to April inclusive.
 - ii. a minimum of seven [7] directors during the months of May to August inclusive.
- d. Subject to any special resolutions of the Students' Society the most recent edition of **Democratic Robert's Rules of Order (or another recognized rules of order agreed upon by the BoD)** shall govern the conduct of all meetings of the Board of Directors.

MOTION TO AMEND - DE HAVELYN/DODDS

Motion to remove "(or another recognized rules of order agreed upon by the BoD)" in bylaws 4.10 and 5.3

MOTION CARRIED

MOTION CARRIED

MOTION 2020/10/5: 06 - DE HAVELYN/ADACHI

BIRT Board of Directors Policy Part 3.1.1 – Speaking and Voting Rights is amended as follows under the condition that MOTION TO AMEND BYLAW 4 - GENERAL MEETINGS AND REFERENDA AND BYLAW 5 - BOARD OF DIRECTORS passes at the Fall 2020 AGM:

- c. If a member of the audience is required to speak to a motion, the Board shall vote once to extend them speaking rights ~~for the duration of the discussion on that agenda item~~, and the Chair may call on them to answer Board members' questions, if appropriate.
- d. ~~T-As per Robert's Rules of Order~~, the chair of a board meeting shall not do the following:
 - i. Vote on a resolution or motion, except when the chair is a voting member of the board and there is a tie, or there are seven or fewer board members present.
 - ii. Move a resolution or motion, other than to give congratulations or condolences.
 - iii. Motivate, debate, or speak to a motion, other than to facilitate debate or ensure that procedure is followed.

MOTION CARRIED

MOTION 2020/10/5: 07 - ADACHI/FRANCO-MONROY

BIRT de Havelyn is reinstated as chair.

MOTION CARRIED

MOTION 2020/09/28: 08 - BURD/FRANCO-MONROY

BIRT the following Special Resolution be added to the October 29th, 2020 AGM agenda:

MOTION TO AMEND BOARD OF DIRECTORS POLICY - DONATIONS AND GRANTS

WHEREAS Donations are currently only allowed to be distributed from the Donations and Grants budget and thus the operating fund, this means there are significant limitations to how much funding can be donated; and

WHEREAS COVID-19 is an example of when an efficient and robust response was needed to an unpredictable situation; and

WHEREAS this policy has and could continue to require the UVSS to choose between fiscal prudence and supporting members through donations; therefore,

BIRT Board of Directors policy Section 2 Part 6 is amended as follows:

6.1 Donations and Grants are defined as monies disbursed from the UVSS General Operating Fund **and the Government Relations and Outreach Fund** to an organization as well as non-monetary donations such as but not limited to non-perishable food items, or use of UVSS equipment.

6.2 The allocation of funds available for Donation and Grants shall be considered set after the Board of Directors has approved the annual budget.

6.3 The Executive Committee shall be responsible ~~to~~ **for** ~~makeing~~ recommendations to the Board on the disbursement of grants not exceeding the annual budgeted amount.

~~6.4 The Society shall only fund recognised on-campus student organisations, except when directed by two-thirds majority vote of the Board.~~

Adopted SAGM 1989/02/27

6.5 A motion to donate or grant funds **from the General Operating Fund** to an individual, an unrecognised student group or an off-campus organisation shall require a 2/3 majority vote of the Board of Directors.

Adopted AGM 1989/10/26

6.7 A motion to donate or grant funds to an unrecognised student group or an off-campus organisation from the Government Relations and Outreach Fund shall require both 2/3 majority vote at a Campaigns committee meeting and a 2/3 majority vote of the Board of Directors.

6.8 Before a donation is made the organization seeking the donation shall present the following information at a board and/or committee meeting either at the meeting or via email:

- a. What the organization does.**
- b. What the donation will be used for.**
- c. How the organization assists or supports members of the UVSS.**
- d. If and how the organization lobbies various levels of government and the University on the issues of post-secondary education, affordable housing, public transit, sexualized violence and campus sustainability.**

MOTION TO AMEND - ABUELAZM/BLECHA

To add to 6.8 b. "What the donation will be used for in form of a budget sheet"

MOTION CARRIED

MOTION CARRIED

b. **OLD BUSINESS**

RECOMMENDED BY POLICY DEVELOPMENT COMMITTEE

MOTION 2020/09/14: 09 - ABUELAZM/

BIRT The following motion be added to the AGM 2020 agenda:

MOTION 2020/10/29: ABUELAZM/

WHEREAS over time, the majority of members elected to the UVSS Board of Directors have been from the Faculty of Social Science; and

WHEREAS diversity at the Board level ensures accountable governance, a range of voices and experiences, and a plurality of values is represented; and

WHEREAS reaching traditionally neglected areas of the campus is a critical component of member engagement; and

WHEREAS students deserve comprehensive representation for their student fees; and

WHEREAS the creation of the Faculty Director position would increase the inclusion of faculty perspectives in the activities of the Students' Society; therefore,

BIRT the Bylaws be amended as follows:

5.1 Composition of the Board of Directors

The Board of Directors shall be comprised of:

- a. The following directors elected by the membership:
 - i. One Lead Director as Director of Outreach & University Relations,
 - ii. One Lead Director as Director of Student Affairs,
 - iii. One Lead Director as Director of Events,
 - iv. One Lead Director as Director of Finance and Operations,
 - v. One Lead Director as Director of Campaigns & Community Relations, and
 - vi. ~~Eleven [11]~~ **Two [2]** At-Large Directors.
- b. The following directors elected by their respective constituency organisations:
 - i. Gender Empowerment Centre Representative
 - ii. UVic Pride Representative
 - iii. Society for Students with a Disability Representative
 - iv. Students of Colour Collective Representative
- c. The Native Students' Union Representative elected by the Native Students' Union.
- d. The Director of International Student Relations elected by international students.
- e. **The following directors elected by membership from their respective faculties:**
 - i. **Director of Business Student Relations,**
 - ii. **Director of Education Student Relations,**
 - iii. **Director of Engineering Student Relations,**
 - iv. **Director of Fine Arts Student Relations,**
 - v. **Director of Human & Social Development Student Relations,**
 - vi. **Director of Humanities Student Relations,**
 - vii. **Director of Law Student Relations,**
 - viii. **Director of Science Student Relations, and**
 - ix. **Director of Social Sciences Student Relations.**
- f. 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

5.2 Term of Office of Members of the Board of Directors

- a. Lead Directors, At-Large Directors, **Faculty Directors**, and the Director of International Student Relations elected during the month of March shall be elected for one year terms, to take office on May 1st.

6.5 Election of Faculty Directors to the Board of Directors

Faculty Directors shall be elected by members of the Students' Society that are officially declared in the faculty that the Director would be representing.

6.6 Eligibility

- a. Nominees for any position on the Board of Directors must be members of the Students' Society.
- b. In order to seek election to the Board of Directors, members must be nominated by not less than fifteen [15] other members of the Students' Society.
- c. Nominees shall run for only one position on the Board of Directors.
- d. Members of the Students' Society shall not be Lead Directors for more than two years.
- e. **Faculty Director candidates must be officially declared in the faculty they seek to represent.**

8.6 At-Large Directors

The At-Large Directors shall:

- a. Actively work to assist the Lead Directors in the performance of their duties,
- b. Assist in the coordination and implementation of local, provincial and national campaigns relating to education defense,
- c. Scrutinize the activities of the Lead Directors, and
- d. Participate on at least two [2] committees of the Students' Society.

8.9 Faculty Directors

The Faculty Directors shall:

- a. **Actively assist the Board in the performance of its duties,**
- b. **Scrutinize the activities of the Lead Directors,**
- c. **Participate on at least two [2] committees of the Student's Society, and**
- d. **Represent the students in their faculty to the best of their abilities.**

BIFRT bylaw 1 be amended to include a definition of "Faculty Director".

BIFRT bylaw 6 be renumbered accordingly.

BIFRT Appendix A of this agenda, excluding A4 and the pie charts, be added to the AGM 2020 agenda as Appendix A.

MOTION 2020/09/28: 02 - TUBEISHAT/

BIRT the following Special Resolutions be added to the October 29, 2020 UVSS Annual General Meeting agenda:

MOTION TO AMEND BYLAWS 4 AND 5 and Policy – POLICY OF THE STUDENTS' SOCIETY

WHEREAS Robert's Rules of Order consists of over 1000 pages of rules, making meetings inaccessible to many directors; and

WHEREAS Robert's Rules of Order is a parliamentary system created for the colonial state in 1876; therefore,

BIRT Bylaws 4.10 and 5.3 are amended as follows:

4.10 Rules of Order

Subject to any special resolutions of the Students' Society the most recent edition of **Democratic 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.

5.3 Meetings of the Board of Directors

- a. The Board of Directors shall meet at least twice per month.
- b. The agenda for each Board of Directors meeting shall be posted in the Students' Society Building no later than twenty-four [24] hours prior to the meeting of the Board of Directors.
- c. Quorum required for the transaction of business of the Board of Directors shall be:
 - i. a minimum of nine [9] directors during the months of September to April inclusive.
 - ii. a minimum of seven [7] directors during the months of May to August inclusive.
- d. Subject to any special resolutions of the Students' Society the most recent edition of **Democratic Robert's Rules of Order (or another recognized rules of order agreed upon by the BoD)** shall govern the conduct of all meetings of the Board of Directors.

BIFRT Board of Directors Policy Part 3.1.1 – Speaking and Voting Rights is amended as follows:

- ~~b. Speaking time shall be limited to five (5) minutes.~~
- c. If a member of the audience is required to speak to a motion, the Board shall vote once to extend them speaking rights for the duration of the **meeting discussion on that agenda item**, and the Chair may call on them to answer Board members' questions, if appropriate.
- d. ~~As per Robert's Rules of Order,~~ the chair of a board meeting shall not do the following:
 - i. Vote on a resolution or motion, except when the chair is a voting member of the board and there is a tie, or there are seven or fewer board members present.
 - ii. Move a resolution or motion, other than to give congratulations or condolences.
 - iii. Motivate, debate, or speak to a motion, other than to facilitate debate or ensure that procedure is followed.

MOTION TO NOT HAVE IN CAMERA AND TO ADJOURN - MITTAL/NAG
MOTION CARRIED

Meeting adjourned at 9:53 pm

9. IN-CAMERA

- a. Legal
- b. Personnel Committee Report

10. MEETING TIMES

The next meeting scheduled by the Board of Directors is:
Monday, October 19th, 2020 via Google Meet (online).

11. ADJOURNMENT

12. BOARD DIRECTORS' REPORTS

Sarina de Havelyn (44 hours)

- Chaired and completed action items for Electoral, Member Outreach, PIRG Working Group, Policy Development, Ombudsperson, and Executive Committees
- Answered emails
- Coordinated workshop with Ombudsperson
- Prepared Democratic Rules of Order Presentation
- Created AGM, PIRG referendum, OER referendum, and unbiased Electoral work orders for outreach
- Scheduled meeting with student senators
- Liaised with OSL to advertise AGM and electoral event
- Lobbied for Brightspace changes
- Met with various directors on potential AGM motions
- Email and general correspondence

Marina Muir (2.25 hours)

- Meeting with GEM coordinator
- Member Outreach Committee
- Advocacy Relations Committee

Abdul Abuelazm (2 hours)

- Attended PIRG WG graphics meeting (1 hours)
- Attended Policy Development Committee meeting (.5 hours)
- Attended meeting with University Secretary about Webvote (.5 hours)

Paarth Mittal (2 hours)

- Drafting Bylaw & Policy Changes (1.75 hours)
- Portfolio Meeting (0.25 hours)

Reeve Henderson (2.5 hours)

- Events Research/Meetings 2 hours
- Emails .5 hour

Victoria Ritchie (2 hours)

- Campaigns Portfolio Meeting (.5 hour)
- Accessibility discussion (.5 hour)
- Board Policy Reading & Review (1hour)

EVAN GUILDFORD (4.5 hours)

- Finance 101 Video (2.5 hours)
- Board Meeting (1.5 hours)
- PIRG (0.5 hours)

Jocelynn Parent (2 hours)

- Board meeting
- Portfolio meeting

Jana Barkowsky (2 hours)

- Attended board meeting (1.5 hours)
- Brainstormed regarding Brightspace (.5 hours)

Emily Lowan (43 hours)

General

- External relations planning (1 hour)
- Member outreach committee (1 hour)
- Executive meeting (1 hour)
- Board meeting (2 hours)
- Meeting with Greater Victoria Acting Together (1 hour)
- Zoom classroom talks (0.25 hour)
- Policy development committee (0.5 hour)

Take It Over Campaign

- Planning (5 hours)
- Campaign training (1 hour)
- Social media (2 hours)
- Meeting with student union partners (1 hour)
- Meeting with student (1 hour)
- Meeting with Camosun External Relations (0.5 hour)

Let's Get Consensual

- Meeting with EQhour to discuss Bill-23 advocacy (1 hour)

Safer Use

- Naloxone training coordination (2 hours)
- Naloxone training promotion (3 hours)

Rent with Rights

- Oak Bay Secondary Suite advocacy (2 hours)

Divest UVic

- Working group meeting (1.5 hour)
- Working group preparation (2 hours)
- FOI request meeting (0.5 hour)
- External relations (1 hour)

Caleb Burd (51 hours)

- Met with Art director to discuss logistics of AGM video
- Met with portfolio directors and begun filming video 1
- Planned and organized policy changes
- Responded to Health and Dental questions
- Received professional consultation regarding divest matters
- Met with excluded management about hour matters
- Attended Outreach, leads and executive committee meetings

- Responded to Health and Dental questions
- Corresponded extensively with Studentcare
- Various emails

Elizabeth Giesbrecht (6.5 hours)

- Board Meeting (2 hours)
- Filming FinOps video (2.5 hours)
- Filming FinOps video (2 hours)

Dalal Tubeishat (50 hours)

- Answered emails
- Held in-person and online office hours
- Had meetings with club executives
- Had internal meetings with other directors, advocacy group coordinators, excluded managers, accounting, and graphics
- Had external meetings with UVic administrators, faculty, and staff
- Processed cheque requisitions
- Updated and reviewed policy
- Planned for fall electoral event
- Chaired and planned for Advocacy Relations Committee
- Attended Electoral Committee, Executive Committee, Member Outreach Committee, Divest, PIRG working group
- Posted on social media
- Responded to members' questions on social media
- Made website edits
- Creating a guide to running for the BoD
- Researched Rules of Orders
- Updated balances on website
- Created accounts for checking balance

Marran Dodds (2.5 hours):

- Board Meeting (1.5 hours)
- Divest Meeting (1 hour)

Sebastian Franco-Monroy (36 hours)

- Emails
- Board Meeting
- Event research
- Meetings with fundraising organizations
- License applications and research
- Exec & Leads meeting
- How to Run a Campaign Guidebook
- Governance page edits
- Electoral page edits
- Wellness workshop facilitator research

- Personnel readings
- Interpersonal meetings

Jenna Lancaster (5.75 hours)

September 28th

- Answered emails that were high priority - 30 mins
- Worked on a future event plan for NSU - 1hour
- Meeting with Dalal- 30 min

September 29, 2020

- Communication - answered NSU fire keeper email's 8:30-9:30 - 1 hour.
- September 30th 2020
- ARC 1pm to 2pm (1 hour)

October 1st 2020

- NSU Meeting 12:00pm to 1:45pm - taking minutes throughout the meeting (1 hour 45 mins)

Dipayan Nag (5.5 hours)

- Meetings
- Admin work
- Policy work