



## AGENDA

University of Victoria Students' Society  
July 25, 2022– Zoom, 6pm

### Join Zoom Meeting:

<https://uvic.zoom.us/j/85170872876>

Meeting ID: 851 7087 2876

**Attendance:** Tran, Mundschutz, Adachi, Choi, Pangburn, Edwardson, Laureta, Holland, Jackson, Powell, Vokey, Taylor, Bihis, Cooke, Denley

**Staff:** Baidwan, Macpherson, Campo, Robertson

**Regrets:** Berman, Jacobs

### 1. CALL TO ORDER

The meeting was called to order at 6:04 pm.

### 2. LIVESTREAM

#### MOTION 2022/07/25: 01 -HOLLAND/MUNDSCHUTZ

**WHEREAS** the UVSS Board of Directors values the comfort and privacy of all Board members, and will only proceed with recording of the Board meetings if they pass unanimously; therefore, **BIRT** the Board approves the recording of the July 25, 2022 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

Tran acknowledged the land.

### 4. ADOPTION OF AGENDA

#### a. Adoption of Agenda

i. 2022/07/25

**MOTION TO ADOPT - EDWARDSON/ADACHI**

**MOTION TO AMEND- COOKE/PANGBURN**

**MOTION CARRIED**

**MOTION CARRIED**

#### b. Adoption of Minutes

i. 2022/07/11

**MOTION TO ADOPT- MUNDSCHUTZ/ TAYLOR**

**MOTION CARRIED**

**5. PRESENTATIONS & ANNOUNCEMENTS**

- a. PRESENTATIONS
- b. ANNOUNCEMENTS

**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

**7. QUESTION PERIOD (15 mins)**

**8. EMAIL MOTIONS**

**MOTION 2022/07/20: - ADACHI**

**Be it resolved** that the board endorses the attached letter [here](#) drafted by UBC AMS to be presented to the Minister Responsible For Housing.

**MOTION CARRIED**

In Favour: Adachi, Laureta, Bihis, Mundschutz, Cooke, Taylor, Jackson, Holland, Powell, Tran, Denley, Vokey, Pangburn  
 Opposed: Choi

**9. MAIN MOTIONS**

**MOTION 2022/07/25: 02- EDWARDSON/HOLLAND**

**BIRT** nominations be opened for directors and UVSS members to fill vacancies on the *University Relations Committee with open membership with only non-controversial candidates*, with an opportunity for nominees to provide 2 minutes of motivation for their election when seats are contested; and,

**BIFRT** second chairs are to be elected within the committees and brought forward to the next board meeting for ratification.

**MOTION TO TAKE A 10 MINUTE BREAK : ADACHI/ LAURETA**

**MOTION CARRIED**

Returning at 6:50 pm.

<b>Committee:</b>	<b>Vacancies:</b>	<b>Nominations:</b>	<b>Elected:</b>
University Relations	Nine (9) seats total:  - Three (3) Directors - Six (6) Members-at-large	<ol style="list-style-type: none"> <li>1. Lane O'Hara</li> <li>2. Samuel Holland</li> <li>3. Jordana Pangburn (DaL) (only if there are any open uncontested positions left. Unable to attend meetings until August 19)</li> <li>4. Harrison Mundschutz</li> <li>5. Sam Morrow (MaL from ESS)</li> <li>6. Deepkhushi Baidwan</li> <li>7. Sarthak Chugh</li> </ol>	Directors: <ol style="list-style-type: none"> <li>1. Lane O' Hara Cooke</li> <li>2. Harrison Mundschutz</li> <li>3. Jordana Pangburn</li> </ol> Members-at-Large <ol style="list-style-type: none"> <li>1. Deepkhushi Baidwan</li> <li>2. Sarthak Chugh</li> </ol>

**MOTION TO ACCLAIM DIRECTORS' POSITION: ADACHI/ MUNDSCHUTZ**

**MOTION CARRIED**

**MOTION CARRIED**

**b. OLD BUSINESS**

**MOTION TO MOVE IN CAMERA - ADACHI/ EDWARDSON**

The meeting moved in-camera at 7:05 pm.

**MOTION CARRIED**

**10. IN-CAMERA**

- a. Legal
- b. Personnel Committee Report

**MOTION 2022/07/25: 03- IZZY/MUNDSCHUTZ**

**BIRT** the board elects Mary Narvasa as the UVSS's new RCM to come out of camera and hire Mary Narvasa as the new research and communications manager

**MOTION CARRIED**

**MOTION TO MOVE OUT OF CAMERA - ADACHI/BIHIS**

The meeting moved out of camera at 7:46pm

**MOTION CARRIED**

**11. MEETING TIMES**

**The next meeting scheduled by the Board of Directors is:  
15 August 2022 on Zoom (online).**

**12. ADJOURNMENT**

**13. BOARD DIRECTORS' REPORTS**

**Ton Tran - 70 Hours**

- *UVSS Committees / Internal Meetings (14 Hours)*
  - Board Meeting
  - Leads Meeting
  - Executive Committee
  - Policy Development Committee
  - Member Outreach Committee
  - Member Outreach portfolio
  - Campaigns Committee
  - Events Committee

- UVSS Strategic Planning
- *University Relations / External Meetings - (12 Hours)*
  - Meetings with individual students
  - Meeting w/ International Student Centre
  - Meeting w/ Ryan
  - Meeting w/ Shefali Toor
  - Meeting w/ WisePrep
  - Meeting w/ Simon Pek
  - Meeting w/ Jim Dundson
  - Ombudsperson Advisory Committee
  - Meeting w/ Kevin Hall
- *Ongoing Projects/Events/Outreach (25 Hours)*
  - SWAG
    - Reviewing Product
    - Looking at quotes
    - Budgeting
    - Creating New Ideas
      - Creating Work Orders
    - Tear Away Planner
  - Social Media
    - Sent in copy for Newsletters
    - Social media
      - Brainstorming Ideas
      - Taking Photos
      - Planning
      - Gather statistics
      - Creating Work Orders
  - Strategic Planning
    - Drafting / editing
    - Reviewing Previews Plans
  - Fall Outreach
    - Orientation Planning
    - Collaboration Planning
    - Creating & Emailing a Contact List
    - Creating Presentations / Speeches
  - Setting up University Representative Committee
- *Administrative and Other/Housekeeping (19 hours)*
  - Emails
  - Administrative tasks

- Organising
- Research and Reading/Onboarding
- Prepping for committee meetings/creating agendas/scheduling meetings
- Writing motion(s) for board meeting(s)
- Communications and meetings with directors and excluded management
- Online office hours
- Writing policy
- Creating agendas, minutes, and scheduling meetings
- Cheque Signing
- Budgets
- Networking

## Izzy Adachi-70 hours

- *Committees, Meetings, and Discussions(50)*
  - Executive Committee
  - Strategic Planning
  - Campaigns
  - Student 1:1s
  - Membership communications
  - DaL 1:1s
  - Election Third Party Advertising Info Session
  - Missing Middle Info Session
  - RCM Interviews
  - CBC Interview and Prep
- *Administrative (20)*
  - Emails
  - Cheque Signing
  - Graphic Work Orders
  - Meeting arrangements
  - Research

## Deborah Berman - 70 hours

- *Meetings and Committees (9)*
  - Committees (Member Outreach, Events, Campaigns)
  - Personnel Committee
  - Board meeting
  - Leads
  - Exec
  - OSL (Torry x DB)
  - TTxDB

- *Clubs and Course Unions (9)*
  - Emails
  - Course Union Council
  - Clubs Council
  - Cheque Requisitions
- *Administrative (11)*
  - Emails
  - Interviews
  - Policy review
- *Advocacy (11.5)*
  - Advocacy Rep correspondence
  - AIR
  - Coordinators meeting
  - Coordinators correspondence
  - ARC Prep
- *Student Affairs Portfolio (6)*
  - Portfolio Meeting
  - Strategic planning
- *General (23.5)*
  - Vacation
  - Office Hours
  - Administrative

## Amber Powell- 42.5 hours

- *UVSS Committees/Internal Meetings (11 hours):*
  - Board Meeting
  - Leads Meeting
  - Executive Committee
  - Policy Development Committee
  - Member Outreach Committee
  - Campaigns Committee
  - Events Committee
  - FinOps Committee
  - Portfolio Meetings
- *University Relations/External Meetings (5 hours):*
  - Communications meetings
  - Meetings with ian
  - International student meeting
  - Meeting with Dale

- General Communication
- Booking meetings
- Stroll meeting
- *Ongoing Projects/Events/Outreach (3 hours)*
  - Events
    - International event planning
    - CKO planning
    - Brainstorming
    - Posters
    - Thunderfest
    - Holiday planning
    - Band contact
    - Bookings
    - Catering
    - Strat plan
- *Administrative and Other/Housekeeping (9.5 hours)*
  - Emails
  - Administrative tasks
  - Organizing
  - Prepping for committee meetings/creating agendas/scheduling meetings
  - Online office hours
  - Creating agendas, minutes, and scheduling meetings
  - Networking
  - Writing/reading for work in gen
  - Directors report
  - Tech solving
- *time off (14 hours)*
  - Sick

## Sarah Buchanan - 4 hours

- *Misc*
  - General communications - 1 hour
- *Rent with Rights*
  - Working group - 1.25 hours
  - Conversations/Planning - 45 min
- *Events*
  - Conversations/Planning - 1 hour



## Julien Edwardson - 4 hours

- *Committee Meetings (2 hours)*
  - Policy Development (1)
  - Member Outreach (1)
- *Meetings (1 hour)*
  - Miscellaneous (1)
- *Correspondence (1 hour)*
  - Discord, Teams, Email (1)

## Lily Vokey- 4 hours 30 min

- *Committee meetings - (2 hours)*
  - Housing campaign (July 14th 1 hour)
  - Campaigns committee (July 18th 1 hour)
- *Administrative/Housekeeping- (30 min)*
  - Microsoft teams
- *Brainstorming/planning- (2 hours )*
  - Meeting with Sarah to flesh out some ideas (Thursday July 21st, 1 hour)
  - Halloween event planning (30 min)
  - Looking over draft strat plan (20 min)
  - Messaging Amber about Halloween event (10 min)

## Kate Laureta - 6 hours

- *UVSS Committees and Internal Meetings - (4 hrs)*
  - Portfolio- Student Affairs
  - Strategic Planning Session
- *Others - (2 hrs)*
  - Emails, discord, microsoft teams
  - Documents reviews

## Samuel Holland - 2.5 hours

- *Campaigns - (1 hour)*
  - Housing working group
- *Outreach- (30 min)*

- Reaching out to campus groups to find members for new committee
- *Policy Dev (1 hour)*
  - Reviewing policy

## Alyssa Jackson (4 hours)

- *Meetings (4 hours)*
  - *Campaigns committee*
  - *Strategic planning*

## Ashley Bihis - 11 hours

- *UVSS Committees/Internal Meetings (4 hours):*
  - Advocacy Relations Committee (ARC)
  - Peer Support Centre Committee (PSC)
  - Meeting with DB
  - SOCC collective meeting
- *Administrative/Housekeeping (4 hours):*
  - Emails/Teams
  - Organizing
  - Preparing for committee meetings
  - Networking
- *Ongoing Projects/Events/Outreach (3 hours):*
  - Outreach to students/staff/stakeholders
    - Social media (Discord & Instagram)
    - Writing a motion for PSC

## Jordana Pangburn - 1 hour

- *Virtual communications- 1 hour*

## Lane O'Hara Cooke – 2 Hours

- *Administrative – (2 hours)*
  - Emails, Microsoft Teams, Discord
  - Miscellaneous planning and prep work