



## MINUTES

University of Victoria Students' Society  
September 26, 2022– Zoom, 6pm

### Join Zoom Meeting:

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

Meeting ID: 851 7087 2876

**Attendance:** Adachi, Tran, Edwardson, Powell, Taylor, Pangburn, Mclean, Denley, Jackson, Berman, Cooke, Vokey ,

**Staff:** Baidwan, Campo, Robertson, Mcpherson, Narvasa

**Regrets:** Bihis

### 1. CALL TO ORDER

Tran called the meeting to order at 6:14 pm.

### 2. LIVESTREAM

#### **MOTION 2022/09/26: 01 -BERMAN/ MCLEAN**

**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 September 26, 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

Izzy Adachi acknowledged the land.

### 4. ADOPTION OF AGENDA

#### a. Adoption of Agenda

i. 2022/09/26

**MOTION TO ADOPT- ADACHI/BERMAN**

**MOTION CARRIED**

#### b. Adoption of Minutes

i. 2022/09/19

**MOTION TO ADOPT- ADACHI/DENLEY**

**MOTION TO AMEND-BERMAN/VOKEY**

**MOTION CARRIED**  
**MOTION CARRIED**

**5. PRESENTATIONS & ANNOUNCEMENTS**

**a. PRESENTATIONS**

Statement by Lauren Mclean, Native Students' Union Representative:

[https://drive.google.com/drive/folders/0B0rJ-UmV4ffOckIFeVVpcVlqeDA?resourcekey=0-8V\\_dvUge7J-awe8PQy841w](https://drive.google.com/drive/folders/0B0rJ-UmV4ffOckIFeVVpcVlqeDA?resourcekey=0-8V_dvUge7J-awe8PQy841w)

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

The meeting moved in-camera at 6:34 pm

**MOTION CARRIED**

**MOTION TO MOVE OUT OF CAMERA- BERMAN/MCLEAN**

The meeting moved out of camera at 6:59 pm.

**MOTION CARRIED**

**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**

9. **MAIN MOTIONS**

a. **PRIORITY BUSINESS**

Tran steps down as Chair. Berman steps up as chair.

**MOTION 2022/09/26: 02 - TRAN/EDWARDSON**

**WHEREAS** in BYLAW 4.3, it states that the Annual General Meetings of the Students' Society shall be held between October 1 and October 31 each year set by a majority vote at a quorate meeting of the Board of Directors

**BIRT** the 2022 Annual General Meeting be held on October 27th and begin at 4:00 pm

**MOTION CARRIED**

**MOTION 2022/09/26: 03 - TRAN/EDWARDSON**

**WHEREAS** in BYLAW 4.4, it states that the Semi-Annual General Meetings of the Students' Society shall be held between February 1 and February 28 each year set by a majority vote at a quorate meeting of the Board of Directors

**BIRT** the 2023 Semi-Annual General Meeting be held on February 16 and begin at 4:00 pm

**MOTION CARRIED**

**MOTION 2022/09/26:04 - TRAN/EDWARDSON**

**WHEREAS** these motions have been approved by the Policy Development Committee and changes to the University of Victoria's Students' Society bylaws and constitutions.

**BIRT** that the Board approves of the following motions to be put on the 2022 Annual General Meeting agenda:

- **Bylaw 4.7 Referenda**
- **Bylaw 14/15 Faculty Student Societies & PDUs**
- **Bylaw 12.3 Excluded Signing Authorities**

**MOTION CARRIED**

Berman steps down as chair. Tran steps up as chair.

b. **OLD BUSINESS**

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

## **MOTION CARRIED**

The meeting moved in-camera at 7:24 pm.

## **MOTION TO MOVE-OUT OF CAMERA- ADACHI/JACKSON**

## **MOTION CARRIED**

The meeting moved out of camera at 7:37pm.

### **10. IN-CAMERA**

- a. Legal
- b. Personnel Committee Report

### **11. MEETING TIMES**

**The next meeting scheduled by the Board of Directors is:  
Monday, October 17, 2022 on Zoom (online).**

### **12. ADJOURNMENT**

### **13. BOARD DIRECTORS' REPORTS**

Lily Vokey- 9 hours

- *Meetings - ( 1 hour)*
  - Clubs and course Union meeting, Mon Sept 12th (1 hour)
- *Administrative/Housekeeping- (2 hour)*
  - Catching up on teams/email
  - Brainstorming possible decoration ideas and rentals
- *Tabling - (6 hours)*
  - *Clubs and course union days* Sept 14th &15th (6 hours)

Kate Laureta - 14 hours

- *UVSS Committees and Internal Meetings - 4 hrs*
  - Board Meeting
  - Emergency Board Meeting - 3 hrs
  - Campaigns Committee - 1 hr
- *Ongoing Projects/Events - 3 hrs*
  - Clubs and Course Union Days (CCU)
    - Tabling
    - Setup
- *University Relations/External Meetings - 4 hrs*
  - Senate Committee on Learning and Teaching

- Senate Orientation and Reception
- *Administrative/Housekeeping - 3 hrs*
  - Emails, and Microsoft Teams
  - Files reviews

### Alyssa Jackson - 6.5 hours

- *Meetings- 1 hour*
  - Meeting with Parliament grounds team (.5 hr)
  - Housing rally planning (.5hr)
- *Clubs and Course Union Days- 2 hours*
  - Set up/tear down (1hr)
  - Tabling (1hr)
- *Organizing BOD office (1hr)*
- *Answering students questions (.5hr)*
- *Discord/teams communications (1hr)*

### Ashley Bihis - 6 hours

- *UVSS Committees/Internal Meetings (1 hours):*
  - PSC
- *Administrative/Housekeeping (3 hours):*
  - Emails/Teams
  - Organizing
  - Preparing for committee meeting
  - Networking
- *Ongoing Projects/Events/Outreach (2 hours):*
  - Outreach to students/staff/stakeholders
    - Social media (Discord & Instagram)

### Lauren McLean - 15.25 hours

- *Committees, Meetings, and Discussions (7.25 hours)*
  - UVSS Board Meetings (4.25 hours)
  - Personal Meetings (3 hours)
- *Ongoing Projects/Events/Outreach (6 hours)*
  - Events
    - Elder's Brunch
    - Clubs & Course Union Days Tabling
    - KFC & Bingo
- *Administrative and Other/Housekeeping (2 hours)*
  - Emails

- Prepping for meetings
- Writing Reports

## Izzy Adachi- 60 hours

- *Committees, Meetings, and Discussions (30)*
  - Exec
  - Leads
  - DaLs
  - Rally participants
  - Community Partners
  - MTW Coalition
- *Administrative/Misc (30)*
  - Virtual content creation
  - Research
  - Emails

## Deborah Berman - 83 hours

- *Meetings & Committees (12.5)*
  - Exec
  - Leads
  - Board meeting
  - LMxDB
  - IAxDB
  - Policy Development
  - Operational Relations
- *Clubs and Course Unions (47.5)*
  - CCU Days
    - Planning & Prep
  - Cheque Requisitions
  - Course Union Council
  - Clubs Council
  - Emails
  - Funding Allocation
- *Administrative (2)*
  - Cheque signing
  - Office hours
  - Correspondence
- *General (21)*
  - Sick leave

## Amber Powell- 72.5 hours

- *UVSS Committees/Internal Meetings (17 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 ( 3 hours):*
  - CFUV
  - Wellness meeting
  - Communications meetings
  - Office hours
  - Meetings with Dale
  - General Communication
  - Bookings
- *Ongoing Projects/Events/Outreach ( 3 hours)*
  - CCU 1
  - Movies
  - Events
    - Holiday planning
    - Event planning
    - CCU days
- *Administrative and Other/Housekeeping ( 14:30 hours) time off*
  - Emails
  - Work orders
  - Signing papers
  - Housekeeping
  - Tabling prep
  - Administrative tasks
  - Organizing
  - Check signing
  - Prepping for committee meetings/creating agendas/scheduling meetings
  - Online office hours
  - Creating agendas, minutes, and scheduling meetings
  - Writing/reading for work in gen
  - Directors report

- *time off* ( 35 hours)
  - Mourning
  - Sick

### Jordana Pangburn- 6 hours

- *CCU Tabling and Takedown*
- *Campaigns Planning & Portfolio meetings*
- *Harm Reduction Campaign planning*

### Samuel Holland - 3 hours

- *Policy Dev - (3 hr)*
  - Editing/writing policy
  - Policy dev

### Effy Taylor - 7 hours

- *Pride tabling - 3 hours*
  - Ccu days
- *UVSS meetings/committees - 4 hours*
  - Emergency board meeting
  - Internal pride meetings

### Julia Denley - 12 hours

- *Meetings (7 hours)*
  - SSD Exec/Staff
  - Peer Support Groups
  - SSD RCC Hiring
- *Admin/Housekeeping/Emails (5 hours)*
  - Access4All
  - Peer Support Groups
  - Personnel
  - Communication with SSD staff and volunteers

### Lane O'Hara Cooke – 15 Hours

- *Meetings - (7 hour)*
  - execs meetings
  - leads meetings
  - meeting with uvic
  - casual training
- *Administrative – (6 hours)*
  - Emails, Microsoft Teams, Discord 3 hour



- reading over finops training manual
- Miscellaneous planning and prep work 1 hour
- *Office moving-in and cleanout (2 hours)*

## Ton Tran - 83 Hours

- *UVSS Committees / Internal Meetings (8 Hours)*
  - Board Meeting
  - Member Outreach Committee
  - Events Committee
  -
- *University Relations / External Meetings - (15 Hours)*
  - Meetings with individual students
  - Meeting w/ Shefali
  - Meeting w/ Nicole
  - Meeting w/ Emily
  - UVIC New Student Welcome
- *Ongoing Projects/Events/Outreach (45 Hours)*
  - SWAG
    - Reviewing Product
    - Work Orders and Creative Concepts
    - Budgeting
  - Social Media
    - Sent in copy for Newsletters
    - Social media
  - Strategic Planning
    - Drafting / editing
    - Reviewing Previews Plans
  - Fall Outreach
    - Orientation Planning
    - Collaboration Planning
    - Creating & Emailing a Contact List
    - Creating Presentations / Speeches
    - Tabling
- *Administrative and Other/Housekeeping (15 hours)*
  - Emails
  - Administrative tasks
  - Organising
  - Research and Reading/Onboarding
  - Prepping for committee meetings/creating agendas/scheduling meetings
  - Communications and meetings with directors and excluded management

- Creating agendas, minutes, and scheduling meetings
- Budgets
- Networking

## Sarah Buchanan - 3 hours

- *Tabling - 2.5 hours*
  - CCU Days - 2.5 hours
- *Committees - 0.5 hours*
  - Campaigns - 0.5 hours

