



MINUTES

University of Victoria Students' Society
December 12, 2022– Zoom, 6pm

Join Zoom Meeting:

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

Meeting ID: 851 7087 2876

Attendance: Laureta, Tran, Jackson, Buchanan, Mclean, Adachi, Bihis, Cooke, Berman, Powel, Pangburn, Mundschutz, Choi

Staff: Macpherson, Campo, Baidwan, Robertson, Narvasa

Guests: Sider, Choong

Regrets: Edwardson

1. CALL TO ORDER

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

2. LIVESTREAM

MOTION 2022/12/12: 01 - BERMAN/BUCHANAN

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 **December 12, 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

The land was acknowledged by Izzy Adachi.

4. ADOPTION OF AGENDA

a. Adoption of Agenda

i. 2022/12/12

MOTION TO ADOPT- COOKE/ADACHI

MOTION TO AMEND-BERMAN/MUNDSCHUTZ to add directors' reports

MOTION CARRIED

MOTION TO AMEND- BERMAN/ BIHIS to struck reports

MOTION CARRIED
MOTION TO AMEND- COOKE/BERMAN to add motion 3 and reorder other motions
MOTION CARRIED
MOTION CARRIED

- b. **Adoption of Minutes**
 - i. **2022/12/05**
MOTION TO ADOPT-MUNDSCHUTZ/ADACHI
MOTION CARRIED

5. PRESENTATIONS & ANNOUNCEMENTS

a. PRESENTATIONS

Presentation by Sophie Choong about Access BC.

b. ANNOUNCEMENTS

7. QUESTION PERIOD (15 mins)

8. EMAIL MOTIONS

9. MAIN MOTIONS

a. PRIORITY BUSINESS

MOTION 2022/12/12: 02 - COOKE/JACKSON

WHEREAS the UVSS values social justice initiatives and service,

WHEREAS lack of access to funds prohibits students from getting the learning accommodations they need to have equal access to education from the Centre for Accessible Learning,

BIRT the Board of Directors approves the amendment of Section 3.8.d of the Board of Directors Policy

<https://uvss.ca/wp-content/uploads/2022/05/Board-of-Directors-Policy-2022-04-29.pdf> pg 54

d. ~~Learning Disability (LDA)~~ **Psycho-Educational and Autism Assessment (PEAA) Fund Allocation**

i. Purpose

1. A Learning Disability **or Autism** Assessment may be required for a student when registering with the Centre for Accessible Learning (CAL) to request academic accommodations due to significant barriers. To better support students who encounter barriers to reaching academic

goals, the learning disability assessment **and Autism Assessment** fund is an extra-contractual arrangement between the UVSS and the health plan broker that utilizes the Health Plan Reserve Fund to allow students to access Learning Disability Assessments (also called Psycho-Educational Assessments) **or Autism Assessments**.

ii. Qualification Criteria

1. Students who are approved for student loans may qualify for public funding that covers the full cost **of either** the Assessments.
2. Where public funding is not available the UVSS Extended Health and Dental Plan will reimburse up to 80% of the cost, to a maximum of \$3,000 annually.
3. This benefit will only cover testing for students in the Plan and is not available to dependents covered under the Plan.
- 4. Students MUST speak to the CAL before they qualify for the UVSS benefit.**
- 5. Students who are not already registered with the Centre for Accessible Learning and therefore have no prior learning accommodations will be prioritized.**

iii. Process

1. Students must contact the CAL to determine if a ~~Learning Disability~~ **Psycho-Educational Assessment** **or Autism Assessment** is needed.
2. Once students have discussed their situation with the CAL and determined that a ~~Learning Disability~~ **Psycho-Educational** **or Autism** Assessment is required, students can choose to see an external regular psychologist in a private practice **in order to seek a diagnosis(es)**, ~~or have the testing conducted by CAL.~~
3. ~~If testing is conducted by CAL, CAL will perform the first level screening for any student that has not been previously tested for a learning disability. If there is reasonable evidence from the first level screening that a student needs further testing, they may proceed through further testing at the discretion of CAL. Any student that has previously been tested may immediately proceed to full screening at the discretion of CAL.~~

iv. Funding Allocation

1. Covering the Costs
 - a. Students must submit their ~~Learning Disability~~ **Psycho-Educational Assessment** **or Autism Assessment** claim under their psychology benefit first, even if they have already exhausted the covered psychology maximum for the policy year. Once they have received reimbursement (or been denied reimbursement) through their psychology coverage, they shall submit their claim to ~~CAL~~ **Studentcare** under the ~~Learning Disability~~

Psycho-Educational and Autism Assessment benefit, which will reimburse up to 80% of the remaining cost, to a maximum of \$3,000 annually.

2. External Screening

a. In the case where a student pays upfront for testing by an external psychologist:

i. The first portion of the cost up to \$700 **the current UVSS Psychology benefit maximum** shall be reimbursed to the student as part of their regular plan psychology benefit, unless the student has already claimed the maximum psychology benefit, in which case 80% of the cost of the first level screening will be covered by the LDA Fund.

ii. The remaining balance of the 80% cost shall be reimbursed by the UVSS **Psycho-Educational and Autism Assessment** Fund.

3. ~~RGSD First Screening~~

~~a. In the case where a student only undergoes the first level screening:~~

~~i. The cost of the first level screening shall be covered under the student's regular Plan psychology benefits either directly to the student (if upfront payment) or directly to GAL (if covered under their own Learning Assessment Fund) unless the student has already claimed the maximum psychology benefit, in which case 80% of the cost of the first level screening will be covered by the LDA and Autism Assessment Fund.~~

4. ~~GAL Full Screening~~

~~a. In the case where GAL covers the upfront cost of a student's testing:~~

~~i. The first portion up to \$700 shall be reimbursed directly to GAL as part of the student's regular Plan psychology benefit~~

~~ii. The remaining balance of the 80% cost shall be reimbursed by the UVSS LDA and Autism Assessment Fund~~

53. Dispersing Funds from the LDA **Psycho-Educational and Autism Assessment** Fund

a. ~~GAL~~ **Studentcare** will put forward the request for funding **to the UVSS**, indicating the cost without the student's identifying information.

b. The Director of Finance and Operations and ~~the Executive Director~~ **one Excluded Manager** will sign off on the form and submit a check request to Accounting for processing.

c. All cheques are to be written directly to the health plan broker.

~~d. Accounting will process the check and send it via campus mail with the attached documentation back to CAL.~~

~~e. CAL will complete the file and send it along with the check to the health plan broker.~~

fd. The health plan broker will reimburse the paying party, be it the student or CAL directly

ge. CAL will notify the UVSS once the claim has been settled.

i. Approval, Processing & Confidentiality: Claims for this benefit will be reviewed and approved on a case-by-case basis by the UVSS, maintaining the strictest privacy and confidentiality.

ii. Reporting CAL must submit an annual report to the UVSS regarding how many tests were conducted under the plan and the nature of the testing, being sure to withhold students' identifying information.

64. Annual Total Maximum from Fund.

a. The number of fully subsidised Psychoeducational Assessments per calendar year will be capped at 10.

b. The number of fully subsidised Autism Assessments per calendar year will be capped at 10.

c. The number of either or both Assessments may be increased up to 5 per year by a 2/3 majority vote of the BOD.

d. After 2024 the UVSS will push to have the university subsidize this initiative to support students.

MOTION CARRIED

b. OLD BUSINESS

MOTION 2022/12/12: 03- COOKE/BERMAN

WHEREAS Lane O'Hara Cooke previously occupied the non-lead director seat on the health and dental plan appeals committee

and has since stepped down from their role as the GEM advocacy representative to become the Director of Finance and Operations

WHEREAS the health and dental plan appeals committee now has a vacancy open to non-lead directors

BIRT nominations are opened for non-lead directors to fill the vacancy on the health and dental plan appeals committee, with an opportunity for nominees to provide 2 minutes of motivation for their election when seats are contested.

BIRFT the Board of Directors nominate Parker little as the non-lead director seat on the health and dental plan appeals committee

MOTION CARRIED.

MOTION 2022/12/12: 04 - COOKE/LAURETA

WHEREAS Julia Denley previously occupied the non-lead director seat on the personnel committee and has since stepped down from her role as the SSD advocacy representative

WHEREAS the personnel committee now has a vacancy open to non-lead directors

BIRT nominations are opened for non-lead directors to fill the vacancy on the personnel committee, with an opportunity for nominees to provide 2 minutes of motivation for their election when seats are contested.

NOMINATIONS - SARAH BUCHANAN AND HARRISON MUNDSCHUTZ

MOTION PASSED

BUCHANAN IS ELECTED BY MAJORITY TO THE PERSONNEL COMMITTEE

MOTION TO MOVE-IN CAMERA- MUNDSCHUTZ/BIHIS

MOTION CARRIED

The meeting moved in camera at 7:01 PM

10. IN-CAMERA

- a. Legal
- b. Personnel Committee Report

11. MEETING TIMES

**The next meeting scheduled by the Board of Directors is:
Monday, January 9, 2022 on Zoom (online).**

MOTION TO OMNIBUS MOVING OUT OF CAMERA AND ADJOURNMENT - ADACHI/JACKSON

MOTION TO MOVE-OUT OF CAMERA -

MOTION PASSED

The meeting moved out- of camera at 7:07 PM

12. ADJOURNMENT

MOTION TO ADJOURN MEETING -

MOTION PASSED

The meeting adjourned at - 7:07 PM

13. BOARD DIRECTORS' REPORTS

Izzy Adachi- 25 hours

- *Committees and Meetings- 17 hours*

- UVIC Pride
- Exec to Exec
- FinOps
- Exec
- Leads
- Board Meeting
- Personnel
- Campaigns
- Graphics
- *Miscellaneous- 8 hours*
 - Community outreach
 - Affordability Survey
 - E-mails
 - Workshop planning

Deborah Berman - 41 hours

- *Meetings & Committees (14.5)*
- *Personnel*
- *Exec/Exec*
- *Leads*
- *FinOps*
- *SCAS*
- *Board meeting*
- *FRAC*
- *OSL SVP Consultation*
- *Clubs and Course Unions (11.5)*
- *Emails*
- *Policy*
- *Cheque requisitions*
- *Course Union Council*
- *Clubs Council*
- *Administrative (3.5)*
- *Emails*
- *Correspondence*
- *Meeting prep*
- *Cheque signing*
- *SA Manual Updates*
- *Advocacy (4.5)*
- *Sexpo meeting*
- *NSUxUVSS*
- *Correspondence*
- *Pride staff meeting*
- *UVSSxGraphicsxComms*
- *General (7)*

- *Staff holiday lunch*
- *In-lieu*
-

Amber Powell- 33 hours

- *UVSS Committees/Internal Meetings (6 hours):*
 - Board Meeting
 - Leads Meeting
 - Executive Committee
 - International committee
 - Member Outreach Committee
 - Campaigns Committee
 - Events Committee
 - Portfolio Meetings
- *University Relations/External Meetings (3 hours):*
 - Exec to exec
 - Communications meetings
 - Office hours
 - General Communication
- *Ongoing Projects/Events/Outreach (8 hours)*
 - Events
 - Event planning
 - Puppy playtime
 - Promo video
 - Work get together
- *Administrative and Other/Housekeeping (6 hours) time off*
 - Emails
 - Work orders
 - Phone calls
 - Housekeeping
 - 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 (10 hours)*
 - Travel

Lane O'Hara Cooke 43 hours

- *UVSS committees/ internal meetings (15 hours)*
 - Board meetings
 - FinOps committee
 - personnel committee
 - Policy development committee
 - Graphics meeting
 - PridexGem community circles
 - Meeting with pride staff with amanda
 - meeting with pride staff with Deb and Izzy
 - Leads meeting
 - Meetings with Execs
 - Leads meetings
 - meeting with amanda (food bank)
 - Meeting with Charlene
 - meetings with Dale
 - staff luncheon
- *External meetings (8 hours)*
 - Meeting with CAL re: autism assessment fund plan
 - exec to exec with uvic
 - affordability meeting with gss and vp student affairs
 - OSL
 - Foodbank planning with GSS
 - gss food bank cheque
- *Administrative and Other/Housekeeping (20 hours)*
 - Policy development and writing
 - prep and research
 - Office hours
 - Emails
 - Microsoft Teams messages
 - Discord
 - phone calls
 - cheque requisitions
 - cheque signing
 - Administrative tasks
 - Organising
 - Research and Reading/Onboarding
 - Prepping for committee meetings/creating agendas/scheduling meetings
 - Creating agendas, minutes, and scheduling meetings
 - Networking

Julien Edwardson - 1 hour

- Correspondence/housekeeping - 1

Samuel Holland - 12 hours

- *Electoral - (9 hr) - writing policy*
- *Finops (3hr) -committee, reviewing financial statements*

Alyssa Jackson- 2 hours

- *FinOps committee*
- *Sexpo planning*

Ashley Bihis - 3 hours

- *Administrative and Other/Housekeeping (2 hours):*
 - Correspondence
 - Networking
 - Organizing
- *Ongoing Projects/Events/Outreach (1 hours):*
 - Social media

Parker Little- 13 hours 30 min

- *Email and Meetings - (30 min)*
- *Communication with Lane about council seats*
- *ARC meeting (canceled)*
- *Teams dialogue*
- *In-person events*
- *Invisible disabilities co-facilitator (12 hours. Note: this is to-date from October, but has not been recorded in a board report)*
 - Christmas Feast for the SSD (1 hour)

Lauren McLean - 17.25

- *Committees, Meetings, and Discussions (4.25)*
 - Board Meeting (1.25)
 - NSU Meetings (1.0)
 - Personal Meetings (1.0)
 - NDRAVAW Planning Committee Meeting (1.0)
- *Events (7.0)*
 - Study hall (4.0)
 - NDRAVAW ceremony & walk (3.0)
- *Administrative and Housekeeping (6.0)*

Ton Tran - Hours 32

- *UVSS Committees / Internal Meetings (8 Hours)*
 - Board Meeting
 - Executive Meeting
 - Lead Meetings
 - Meeting w/ Communications
 - FinOps Committee
 - Staff Luncheon
 - Student Staff Party
- *University Relations / External Meetings - (4 Hours)*
 - Meetings w/ individual students
 - Meeting w/ Ryan
 - Exec to Exec
- *Ongoing Projects/Events/Outreach (13 Hours)*
 - Annual General Survey
 - Social Media Plans
 - January Outreach
 - Work Orders
 - Video Recording
 - Committee call out process changes
 - January Outreach
- *Administrative and Other/Housekeeping (11 hours)*
 - Emails
 - Administrative tasks
 - Organizing
 - 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
 - Signing cheques
 - Budgets
 - Networking
 - December 12, 2022

Sarah Buchanan - 1.25 hours

- Pins Campaign! - 45 min
- Food Bank! - 30 min

Jordana Pangburn 1 hour,

- Virtual communications