



**MINUTES**  
**University of Victoria Students' Society**  
**Monday, August 14 2023 – Zoom, 6pm**

**Join Zoom Meeting:**

<https://uvic.zoom.us/j/87429735004?pwd=M2VTSmZvcXlIVFg4RFM5K3U0d20rOT09>

Meeting ID: 851 7087 2876

**Attendance:** Wadhwa, Willis, Williams, Carroll-Ireton, Cooke, Philp, Atanackovic, Buchanan, Sochan, Van Oort, Caparas, Freeborn

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

**1. CALL TO ORDER**

The meeting was called to order at 6:02 pm.

**2. LIVESTREAM**

**CONSENT MOTION 2023/08/14: 01 - COOKE**

**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 Monday, August 14 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.

**BIFRT** this motion will pass without the need of a vote or seconder through unanimous consent unless objected, where then this motion will need a seconder and a vote.

**MOTION**

**3. LAND ACKNOWLEDGEMENT**

The land was acknowledged by Nico Caparas

**4. ADOPTION OF AGENDA**

**a. Adoption of Agenda**

**i. 2023/08/14**

**MOTION TO ADOPT- PHILP/ATANACKOVIC**

**MOTION TO AMEND- WILLIAMS/BUCHANAN to add motion 7**  
**MOTION CARRIED**

**MOTION TO AMEND- WILLIAMS/WADHWA** to add directors' reports  
**MOTION CARRIED**  
**MOTION TO AMEND- BUCHANAN/WILLIAMS** to edit the numbering of  
motions after motion 3  
**MOTION CARRIED**

**MOTION CARRIED**

- b. **Adoption of Minutes**
  - i. **2023/07/24**  
**MOTION TO ADOPT-ATANACKOVIC/PHILP**  
**MOTION CARRIED**

**5. PRESENTATIONS & ANNOUNCEMENTS**

a. **PRESENTATIONS**

b. **ANNOUNCEMENTS**

- Announcement By Lane O'Hara Cooke: Please sign up for as many shifts as possible for CKO + CCU events: [uvss.ca/volunteer](http://uvss.ca/volunteer)

**6. EMAIL MOTIONS**

**MOTION 2023/08/09: -BUCHANAN**

**BIRT** the board accepts the recommendation of the electoral committee, and ratifies John Morrison for the position of Chief Electoral Officer for the fall 2023 by-election.

**MOTION CARRIED BY OMNIBUS. In favour:** Philp, Williams, Carroll-Ireton, Wadhwa, Caparas, Antanackovic, Van Oort, Willis

**MOTION 2023/08/09: -BUCHANAN**

**BIRT** the board accepts the recommendation of the electoral committee, and ratifies James Cocola for the position of Elections Adjudicator for the fall 2023 by-election.

**MOTION CARRIED BY OMNIBUS. In favour:** Philp, Williams, Carroll-Ireton, Wadhwa, Caparas, Antanackovic, Van Oort, Willis

**MOTION 2023/08/09: -BUCHANAN**

**BIRT** the board accepts the recommendation of the electoral committee, and ratifies Marcus Hadley for the position of Elections Arbitrator for the fall 2023 by-election.

**MOTION CARRIED BY OMNIBUS. In favour:** Philp, Williams, Carroll-Ireton, Wadhwa, Caparas, Antanackovic, Van Oort, Willis

**7. MAIN MOTIONS**

a. **Priority business**

**MOTION 2023/08/14: 02 - BUCHANAN/WADHWA**

**WHEREAS** some Faculty Director positions have received no nominations during previous electoral events, meaning, AND filling all Director positions is vital to the board's success  
**BIRT** Electoral Policy 9.3 be updated as follows to allow the changing of faculty representative positions to Director at Large positions if no interest is shown during the originally scheduled nomination period

### **9.3 Unfilled Faculty Director Positions**

~~a. In the event an election concludes with an unfilled Faculty Director position, the Board of Directors may appoint a Director at Large candidate from the most recent election to hold a position as a Director at Large in lieu of the unfilled Faculty Director position, with reference to the vote totals from Director at Large candidates in the most recent election and the representative needs of members. The Board of Directors may not appoint candidates who were disqualified in the most recent election~~

**a. In the event a nomination period is extended, any faculty rep positions which have received no nominations, or for which all nominees have withdrawn, will be removed. The same amount of Director at Large positions will be added to the roster for the remainder of the election.**

**b. In the event a faculty rep candidate withdraws after the extension of the nomination period, and there are no other candidates for said position, the faculty rep position will be removed. A corresponding Director at Large position will be added for the remainder of the election.**

**MOTION CARRIED**

### **MOTION 2023/08/14: 03 - WADHWA/WILLIAMS**

**BIRT** the Board of Directors accepts the recommendations of Finance and Operations Committee about use of Ewing Fund for added expenses related to last years Sustainable initiative related to improvements to portion of the Mechanical Air Handling system in SUB; and

**BIFRT** UVSS approves spending of up to \$15,000 from the Ewing fund to complete this improvement.

**MOTION CARRIED**

### **MOTION 2023/08/14: 04 - WILLIAMS/ ATANACKOVIC**

**BIRT** Liya Tensae is ratified as the interim Students of Colour Collective Representative to the UVSS Board of Directors.

**MOTION CARRIED**

### **MOTION 2023/08/14: 05 -WILLIAMS/ATANACKOVIC**

**WHEREAS** the UVSS has created the new Constituency Groups Director excluded manager position,

**WHEREAS** the Advocacy Relations Committee falls within the scope of the Constituency Groups Director role,

**WHEREAS** the Advocacy Relations Committee does not fall within the scope of the Research and Communications Manager role,

**BIRT** the Board of Directors approves the UVSS Constituency Groups Director be added a non-voting member of ARC,

**BIFRT** the Board of Directors approves the Research and Communications Manager be removed as a non-voting member of ARC,

**BIFRT** the Board of Directors approves Part 3, 3.1, d, ii of the UVSS Board of Directors Policy be updated to the following:

d. Membership

i. Voting Members

1. The BoD representative for each Constituency Group.
2. The BoD representative for NSU.
3. Director of Student Affairs - ex officio and chair of the committee.
4. An alternate representative for each Constituency Group and NSU for a semester upon ratification by their respective Constituency Group or NSU and by Advocacy Relations Committee.

ii. Non-voting Members

1. One [1] director elected by the BoD - ex officio and second chair of the committee
2. Executive Director or designate - ex officio
3. ~~Research and Communications Manager~~ **Constituency Groups Director**– ex officio
4. Director of Finance & Operations - ex officio
5. Director of Campaigns & Community Relations – ex officio
6. Director of Outreach & University Relations – ex officio
7. Director of Events – ex officio

**MOTION CARRIED**

**MOTION 2023/08/14: 06- BUCHANAN/ATANACKOVIC**

**WHEREAS** there was a incorrect date noted for the early November 2023 UVSS Board meeting,

**BIRT** the Board of Directors approves the change of the date for the November 4, 2023 Board meeting to November 6, 2023.

**MOTION CARRIED**

**COOKE** steps down as **Chair**. **PHILP** steps up as **Chair**

**MOTION 2023/08/14: 07- COOKE/SOCHAN**

**BIRT** the Board of Directors accepts the report of the hiring committee for the Ombudsperson; and

**BIFRT** Angus Shaw is ratified as the UVic/UVSS Ombudsperson.

**MOTION CARRIED**

**MOTION 2023/08/14: 08- COOKE/SOCHAN**

**WHEREAS** the UVic Faculty of Fine Arts is seeking undergraduate a Fine Arts student representative and an alternate to serve as the UVSS representatives for the Dean of Fine Arts hiring committee,

**BIRT** nominations are now open to be the UVSS undergraduate student representative with two minutes for motivation if nominations are contested for:

Committee/Seat:	Vacancy:	Nominations:	Elected/Acclaimed:
Dean of FA Hiring Committee	1 position	1. Cate Freeborn	1. Cate Freeborn

Dean of FA Hiring Committee Alternate	1 position		1.
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**MOTION CARRIED.** Cate Freeborn is acclaimed to be UVSS representative on Dean of FA Hiring Committee.

**PHILP** steps down as **Chair**. **COOKE** steps up as **Chair**.

**b. Old business**

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

**9. 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

**c. COMMITTEES AND COUNCILS**

1. Electoral
2. Executive Committee
3. Food Bank & Free Store
4. Peer Support Centre: PSC to reopen on 1st September 2023

**d. CONSTITUENCY ORGANIZATIONS & NSU**

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

**MOTION TO MOVE IN CAMERA- PHILP/WILLIAMS**

The meeting was moved in camera at 7:08 pm.

**MOTION CARRIED**

**10. IN-CAMERA**

- a. Legal
- b. Personnel Committee Report
- c. General Discussion

**MOTION TO MOVE OUT OF CAMERA WADHWA/BUCHANAN**

The meeting was moved out of camera at 7:22 PM

**MOTION CARRIED**

**11. MEETING TIMES**

**The next meeting scheduled by the Board of Directors is:  
Monday, 21 August 2023 on Zoom (online).**

**12. ADJOURNMENT**

**13. BOARD DIRECTORS' REPORTS**

**Lane O'Hara Cooke 105 hours**

- *UVSS committees/ internal meetings (55 hours)*
  - Board meeting
  - leads
  - Exec
  - Member outreach
  - Graphics
  - Finops
  - campaigns
  - Policy development
  - Comms
  - Personnel
  - Events committee
  - Bands on the roof
  - GEM hiring committee
  - Pride hiring committee
  - How to chair a board meeting 101 Leads training
- external meetings (20 hours)
  - Ombuds hiring
  - OAC

- IATSE collective bargaining
- Studentcare
- Eqhr
- Food services
- AVPSA
- *Administrative and Other/Housekeeping (30 hours)*
  - 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

## Sarah Buchanan - 88h

- *comms - 34h*
  - *emails/teams - 19h 30m*
  - *chats/conversations - 14h 30m*
    - *leads - 3h 15m*
    - *callum - 1h 15m*
    - *mary + lara - 30m*
    - *dale + khushi - 15m*
    - *alisa - 1h 15m*
    - *khushi - 1h 45m*
    - *rowan (cfuv) - 30m*
    - *cfuv - 15m*
    - *lane/khushi - 45m*
    - *comms - 1h 30m*
    - *bunni - 15m*
    - *milo - 45m*
    - *cleo - 30m*
    - *leanne - 45m*
    - *rae (esquimalt community arts hub) - 15m*
    - *cris lunch - 45m*
- *committees - 18h*
  - *Exec - 5h 30m*

- *member outreach - 1h*
- *personnel - 6h 45m*
- *events - 1h 30m*
- *eqhr - 1h*
- *thunderfest - 1h*
- *board meeting - 1h 15m*
- *personnel - 2h 30m*
  - *iatse bargaining - 2h 30m*
- *electoral - 3h 15m*
  - *contracts - 45m*
  - *misc - 1h*
  - *john meetings - 45m*
  - *setup for meeting - 15m*
  - *simplyvoting - 30m*
- *events - 19h 15m*
  - *bands on the roof - 4h*
  - *insurance - 1h*
  - *september calendar - 30m*
  - *sub bot "silly video" - 1h*
  - *committee prep - 30m*
  - *grocery pickup - 30m*
  - *making pancakes - 1h*
  - *roof moment - 1h 30m*
  - *roof prep - 30m*
  - *work orders - 30m*
  - *poster sign-off - 15m*
  - *insta shooting - 30m*
  - *movies - 1h 30m*
  - *budget - 15m*
  - *cko copy - 15m*
  - *events metrics - 1h*
  - *ice cream day! - 4h 30m*
- *misc - 10h 45m*
  - *cheque signing - 1h 45m*
  - *professionalism training - 1h*
  - *housekeeping - 1h 15m*
  - *chairs 101 - 1h 15m*
  - *martlet interview - 45m*
  - *sub bot shoots - 1h 15m*
  - *misc work (poorly kept hours) - 45m*
  - *director's report - 45m*
  - *comms plan - 1h 15m*
  - *board meeting prep - 45m*



## Cleo Philp 110 hours

- *Committees / Internal Meetings - 37*
  - Board meeting
  - FBFS
  - Campaigns
  - Personnel
  - Exec
  - Leads
  - Comms
  - MarComm
  - Member Outreach
  - Campaigns
  - How 2 Chair
  - Hiring committee
  
- *External Meetings - 25*
  - The Mustard Seed
  - CAL Policy
  - UVic Food Services
  - UVic Res Services
  - BC Food Banks
  - EQHR
  - Interviews
  - Collective Bargaining
  - Professional Development
  - CBC Radio
  
- *Admin - 48*
  - Research & meeting prep
  - Office hours
  - Emails
  - Teams
  - Cheque signing
  - Budget work
  - Scheduling
  - Networking
  - Travel
  - Outreach
  - Copywriting
  - Outreach
  - Photo & video shoots

## Khushi Wadhwa - 108 hours

- On leave (7 hours)
- UVSS internal meetings/ committees (39 hours)
  - -Executive Committee
  - -campaigns committee
  - -member outreach committee
  - -Personnel Committee
  - -FBFS committee
  - -finance and operations committee
  - -Board meeting
  - -Events committee
  - -Policy development
  - -member outreach committee
  - -Leads
  - - excluded managers
  - -DALs and reps
- UVSS external meetings (23 hours)
  - FRAC
  - FRAC working group
  - Robyn
  - Bargaining (IATSE)
  - OSL
  - UVic food services
  - SWC
- Emails, admin, housekeeping, scheduling, teams ( 18 hours)
- Prep work (includes research, reading, communications etc) (20 hours)

## Nico Caparas - 35 Hours

- *UVSS Committees/Internal Meetings - (3 Hours)*
  - Campaigns Meeting
  - BoD Meeting
  - Budget Meeting
  - ISR Meeting
- *Ongoing Projects/Events/Outreach - (26 Hours)*
  - Preparing Agenda for ISR Committee Meeting
  - Planning for International Student Welcome
  - Planning for food order for GC Beach Social
  - Communicating with GC
  - Work Plan for Handbill
  - Working on Page Update for ISR Section of UVSS Website
  - Updating ISR News Section for UVSS Website

- Meeting with Global Community
- ISR Budgeting
- *Administrative and Other/Housekeeping (6 Hours)*
  - Emails
  - Administrative tasks
  - Reviewing Strat Plan
  - Budgeting

## Kate van Oort - 3 hours

- *Emails - 30 mins*
  - Responding to emails - 30 min
- *Meetings - 2.5*
  - Attending committee meetings - 2.5 hour

## Alisa Atanackovic - 15 hours

- *Administrative/Housekeeping - 6 hours and 32 minutes*
  - Read the agenda for meetings and the Board Meeting minutes
  - Checked and replied to emails
  - Worked on recording my volunteer hours
  - Checked and communicated on Microsoft Teams
  - Worked on my director report
  - Updated the office calendar
  - Purchased stickers and put them on the door of my office
  - Messaged Nico
  - Volunteered for Ice Cream Fundae
  - Signed up for land acknowledgement
  - Added my email signature
- *Advocacy/Planning - 3 hours and 29 minutes*
  - Worked on what to ask the SSD in terms of The UVSS Advocacy Survey + came up with a prize idea
  - Read and worked on the Housing Now! Outline
  - Checked the Housing Now! Website
  - Worked on The UVSS Advocacy Survey
  - Went to talk to SSD about The UVSS Advocacy Survey
  - Talked to Dale, Khushi, Cleo, and Sarah
  - Read and gave a suggestion on the CAL letter
  - Checked the University Survey Data
  - Worked on the LGC Outline
  - Worked on 11 MS + UVic's Sexualized Violence Prevention and Response Policy analysis
- *UVSS Internal/External Meetings - 2 hours and 36 minutes*
  - Board Meeting
  - Events Committee

- Campaigns Committee

## Callum Carroll-Ireton - 9 Hours

- *UVSS Committee work - 6 hours*
  - *Electoral - 1 hours*
  - *Ombuds - 4 hours*
  - *Events - 1 hours*
- *General admin - 3 hours*
  - Teams, email, scheduling, etc - 1.5 hours
  - Meetings/orientation with new Pride Coordinator - 1.5 hours

## Natalya -3h

- *UVSS Committees/Internal Meetings (2:30h)*
  - Member Outreach
  - FinOps
- *Administrative and Other/Housekeeping (30min)*
  - Emails
  - Administrative Tasks
  - Research/reading

## Eric Willis - 7 hrs

- *.Administrative and Other/Housekeeping - 2.5 hr*
  - Administrative tasks
  - BoD Bio
  - Emails
  - Reading/Onboarding of UVSS Constitution/Bylaws
- *Ongoing Project/Events/Outreach - 1.5 hr*
  - CCU
    - Airbrush tattoos; brainstorm/collaboration and designs.
- *UVSS Committees/Internal Meetings - 3 hrs*
  - ARC
  - Board Meeting

## Bunni- 105 hours

- *UVSS Committees/Internal Meetings*
  - Board meeting
  - ARC
  - Coordinator meeting
  - Meeting with Pride
  - Meeting with Allie
  - Executive committee
  - Outreach committee
  - Campaigns committee
  - Meeting with graphics
  - Office hours - talking with clubs
  - Comms meeting
  - Events committee
  - Policy development committee
  - Meeting with Leads
  - Meeting with General managers
- *University Relations/External Meetings*
  - UVic/UVSS operations meeting
  - EQHR committee
  - Meeting with Cruz Advisors- professionalism training
- *Ongoing Projects/Events/Outreach*
  - CCU days promotion
  - CKO promotions
  - CCU days planning
  - Emails and admin
  - Cheque requests
  - Prepping for fall ratification for clubs and course unions
  - Thunderfest planning
  - Updating website
  - Creating and brainstorming a clubs calendar
  - Reviewing and editing policies
  - Organizing and assigning lockers for clubs
  - Clubs manual
  - Updating Clubs and Course union account balances
  - Signing Cheques