



MINUTES

University of Victoria Students' Society
Monday, 25th September 2023 – Zoom, 6pm

Join Zoom Meeting:

<https://uvic.zoom.us/j/86327827874>

Meeting ID: 851 7087 2876

Attendance: Cooke, Philp, Buchanan, Willis, Wadhwa, Caparas, Tran, Carroll-Ireton, Freeborn, Van-Oort

Staff: Baidwan, Chugh, Robertson, Casada

Regrets: Williams, Atanackovic

Guests: Romanowski

1. CALL TO ORDER

The meeting was called to order at 6:03 pm.

2. LIVESTREAM

CONSENT MOTION 2023/09/25: 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, 25th September 2023 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 CARRIED

3. LAND ACKNOWLEDGEMENT

The land was acknowledged by Eric Willis

4. ADOPTION OF AGENDA

a. Adoption of Agenda

i. 2023/09/25

MOTION TO ADOPT- BUCHANAN/WADHWA

**MOTION TO AMEND- BUCHANAN/WADHWA to add board reports
MOTION CARRIED
MOTION TO AMEND- BUCHANAN/ WILLIS to add motion 6
MOTION CARRIED
MOTION CARRIED**

b. Adoption of Minutes

i. 2023/09/11

MOTION TO ADOPT - WADHWA/PHILP

MOTION TO AMEND- FREEBORN/ PHILP to add previous board reports

MOTION CARRIED

MOTION CARRIED

5. PRESENTATIONS & ANNOUNCEMENTS

a. PRESENTATIONS

b. ANNOUNCEMENTS

6. EMAIL MOTIONS

MOTION 2023/09/18: COOKE/

BIRT the Board of Directors accepts the resignation of Natalya Sochan as a Director at Large.

MOTION 2023/09/18: COOKE/

BIRT the Board of Director accepts the resignation of Keegan Waklee as the Humanities Faculty Representative.

MOTION 2023/09/18: COOKE/

WHEREAS the largest number of student respondents to the UVSS Instagram poll indicated their preferred availability for the fall Annual General Meeting was in the late afternoon,

BIRT the Board of Directors approves the start time of 3 pm for the October 26, 2023 AGM

MOTIONS CARRIED BY OMNIBUS. In Favour: In favour: Freeborn, Carroll-Ireton, Williams, Philp, Buchanon, Wadhwa, Tran, Caparas, Van Oort, Atanackovic

- Abstention: Willis

7. MAIN MOTIONS

a. Priority business

MOTION 2023/09/25: 02 - WADHWA/BUCHANAN

WHEREAS the new projectors will be compatible with the new standard of projectors keeping in mind some customers are not happy with the VGA quality of current projectors.

BIRT the Board of Directors accepts the recommendations of the Finance and Operations Committee about capital request by UVSS Catering and Conferences; and the UVSS allocate up to \$8,100 from the Major Capital Fund to cover the cost of the purchases.

MOTION CARRIED

MOTION 2023/09/25: 03- WADHWA/PHILP

WHEREAS the Finance and Operations Committee approved the 2023/24 operating budget

BIRT the Board of Directors approves of the 2023/24 [operating budget](#)

MOTION CARRIED

MOTION 2023/09/25: 04- WADHWA/

WHEREAS the Finance Committee accepted [draft audit](#) from 2022/23 produced by Grant Thornton

BIRT the Board of Directors, accepts draft audit from 2022/23 produced by Grant Thornton

MOTION TO TABLE UNTIL NEXT MEETING- WADHWA/BUCHANAN

MOTION CARRIED

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

MOTION 2023/09/25: 05- COOKE/WADHWA

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 special resolutions to be put on the 2023 Annual General Meeting agenda:

“MOTION 2023/10/26: 01 - COOKE/

WHEREAS the Collective of the LGBTQ+ UVSS Constituency Organization voted to name themselves “Pride Collective” at their February 2023 Annual General Meeting,

BIRT the UVSS Membership approves the UVSS Constitution and Bylaws be updated to appropriately describe the organization as “Pride Collective”.

BIFRT the UVSS Membership updates bylaws 5.1 ii, 15.2 b ii, 17.1, 17.2, of Constitution and Bylaws as follows:

TABLE OF CONTENTS

BYLAW 17 - **PRIDE COLLECTIVE** ~~UVIC-PRIDE~~

BYLAW 1 - DEFINITIONS

In accordance with the Students' Society's usual practice, the pronoun “they” shall be used in place of he or she in these Bylaws.

- 1.14 **Pride Collective** ~~UVic-Pride~~ shall refer to the Pride Society of the University of Victoria Students' Society

BYLAW 5 - BOARD OF DIRECTORS OF THE STUDENTS' SOCIETY

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. Two [2] At-Large Directors
- b. The following directors elected by their respective constituency organisations:
 - i. Gender Empowerment Centre Representative
 - ii. **Pride Collective** ~~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 and Computer Science 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.

15.2 Names of Constituency Organisations

- a. Each constituency organization shall be so named as to indicate that it is a student organization under the Students' Society.
- b. The following shall be considered constituency organisations:
 - i. the Gender Empowerment Centre
 - ii. **Pride Collective** ~~UVic Pride~~
 - iii. the Society for Students with a Disability
 - iv. the Students of Colour Collective

BYLAW 17- PRIDE COLLECTIVE ~~UVIC PRIDE~~

- 17.1 The name of the organization is UVic Pride of the University of Victoria Students' Society, which is a constituency organization of the Students' Society, hereafter referred to as the "**Pride Collective**" ~~"UVic Pride"~~.
- 17.2 Membership in **Pride Collective** ~~UVic Pride~~
 Membership in **Pride Collective** ~~UVic Pride~~ shall be comprised of any person who successfully meets the membership qualifications as set out in the bylaws of **Pride Collective** ~~UVic Pride~~

MOTION 2023/10/26: 02 - **COOKE/**

WHEREAS the UVSS added and updated the role and title of the Administrative Services Manager to Human Resources and Administrative Services Manager,
WHEREAS it is crucial for all UVSS senior management to be signing officers of the Society,
 BIRT Bylaw 12.3 a vii, b, and c be updated with the following:

12.3 Signing Officers of the Students' Society

- a. The signing officers of the Students' Society shall be:
 - i. the Director of Outreach & University Relations,
 - ii. the Director of Student Affairs,
 - iii. the Director of Finance and Operations,
 - iv. the Director of Events,
 - v. the Director of Campaigns & Community Relations,
 - vi. the Executive Director,
 - vii. the **Human Resources and Administrative Services Manager** ~~Administrations & Services Manager~~, and
 - viii. the General Manager of the Students' Society.
- b. The signatures of the General Manager, ~~or~~ Executive Director **or Human Resources and Administrative Services Manager** and any two of the lead directors shall be required for the disbursement of any funds or the execution of any legal documents on behalf of the Students' Society.
- c. In the case of an extended absence of ~~either~~ the General Manager, ~~or~~ Executive Director, **or Human Resources and Administrative Services Manager** or the concurrent absence of **all three both**, the Board may temporarily appoint an external third party to assume signing authority for the Students' Society.

MOTION 2023/10/26: 03 - COOKE/

WHEREAS UVSS Bylaws state that, "Referenda then general meetings respectively, shall be considered the highest authorities within the Students' Society"; and,

WHEREAS referenda provide UVSS members an opportunity to vote on UVSS business that concerns the student body at large, such as altering student fees; and,

WHEREAS quorum for general meetings is much lower, at 0.6% of membership; and,

WHEREAS altering student fees to meet the needs of UVSS groups such as the Anti-Violence Project, Advocacy Groups, the International Student Relations portfolio, and to fund affordability and sustainability initiatives such as increasing funding for OERs (Open Education Resources) cannot be done without a referendum; and,

WHEREAS UVSS referendum questions are predominantly voted in favour by students, yet they often fail to meet quorum and therefore are not binding; and,

WHEREAS the referenda quorum for many other universities and colleges in British Columbia, such as Simon Fraser University, Vancouver Island University, and Camosun College are 5%; therefore,

BIRT Bylaw 4.7 is amended as follows:

4.7 Referenda

- a. In addition to Annual, Semi-Annual, and Special General Meetings, the members may vote on resolutions concerning the business of the Students' Society by means of a referendum.
- b. Referenda may be called at any time between the months of September to April inclusive by:
 - a. a two-thirds [$\frac{2}{3}$] majority vote of a quorate meeting of the Board of Directors where at least two-thirds [$\frac{2}{3}$] of directors are present, and where notice has been given on the board meeting agenda; or
 - b. a requisite of five hundred [500] signatures.
 - c. as otherwise required by the Societies Act of British Columbia.

- c. Quorum for a referendum shall be ~~eight fifteen~~ percent [8 15%] of the voting membership.
- d. Initiation of a fee referenda for an FSS in faculties with an FSS will be as outlined in the individual FSS constitution. Should an FSS fee referenda be held in a faculty or faculties without an FSS with an approved constitution, the relevant referenda question must include the ratification of a constitution for the relevant FSS by their membership.
- e. For any alteration of an FSS fee quorum shall be ten percent [10%] of the membership of the FSS, with a majority of those voting approving the change.
- f. The Students' Society shall conduct its elections using online voting."

MOTION CARRIED

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

MOTION 2023/09/25: 05- BUCHANAN/WADHWA

BIRT the Board of Directors accepts the resignation of Liam Peta as a Director at Large.

MOTION CARRIED

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

d. CONSTITUENCY ORGANIZATIONS & NSU

- 1. GEM
- 2. NSU
- 3. SOCC
- 4. SSD

5. Pride Collective

10. IN-CAMERA

MOTION TO MOVE IN CAMERA-BUCHANAN/FREEBORN

The meeting moved in camera at 7:02 pm.

MOTION CARRIED

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

MOTION TO MOVE OUT OF CAMERA WADHWA/WILLIS

The meeting was moved out of camera at 7:23 pm.

MOTION CARRIED

11. MEETING TIMES

**The next meeting scheduled by the Board of Directors is:
Monday, October 16, 2023 on Zoom (online).**

12. ADJOURNMENT

13. BOARD DIRECTORS' REPORTS

Khushi Wadhwa -77.75 hours

- UVSS internal meetings/ committees (43 hours)
 - Board meeting
 - Leads
 - excluded managers
 - Executive Committee
 - Personnel Committee
 - finance and operations committee
 - member outreach committee
 - Policy development
 - ISR committee
 - events committee
 - food bank and free store
 - work plan
 - Nico
 - Graphics

- Comms
- Studentcare office
- Clubs and Course Union Days
- Student interactions
- Hiring committees
-
- UVSS external meetings and external work (8 hours)
 - SCARTA
 - Senate committee planning
 - Senate committee on planning
 - Prep for committees, presentation slides
 -
- Admin & housekeeping (26.75 hours)
 - Emails
 - scheduling, teams
 - arranging and sending pamphlets
 - cheque signing,
 - document signing/ reading,
 - honorariums
 - uvic strategic plan

Naomi Tran - 2.25 hours

- *UVSS Committee meetings (15 minutes)*
 - Events
- Volunteering (2 hours)
 - CCU

Alisa Atanackovic - 7 hours and 34 minutes

- *Administrative/Houskeeping - 1 hour and 53 minutes*
 - Checked and replied to emails
 - Checked and communicated on Microsoft Teams
 - Worked on my director reports
 - Read the Board Meeting Agenda
 - Updated the DaL and Faculty Rep contact information board
 - Tidied up my office and turned off the office computer
- *Events - 3 hours and 11 minutes*
 - Clubs and Course Union Days
- *Advocacy/Planning - 1 hour*
 - Went to SSD and talked to one of the people there
 - Communicated with Adrean (SSD Coordinator) by email about the survey
 - Messaged Cleo about the survey
 - Worked on The UVSS Advocacy Survey
- *UVSS Internal/External Meetings - 1 hour and 30 minutes*
 - Board Meeting

Eric Willis - 12 hr

- *Administrative and Other/Housekeeping - 1 hr*
 - Administrative tasks
 - Emails
 - Organizing
 - Research
 - Collective Meeting Agenda
- *UVSS Committees/Internal Meetings - 2 hr*
 - Board Meeting
 - *GEM Communications Officer Hiring Committee*
 - Participated in interviews
- *Ongoing Projects/Events/Outreach - 9 hr*
 - CCU
 - Mental Health Day
 - Instagram Content
 - Instant HIV tests
 - How to use a condom

Callum Carroll-Ireton - 5.5 Hours

- *Trying to get the airbrush to work - 2.5 hours*
- *Tidying the office - 0.5 hours*
- *Tabling - 0.5 hours*
- *Events - 1 hour*
- *General admin - 1 hour*
 - Teams, email, scheduling, etc

Lane O'Hara Cooke 100 hours

- *UVSS committees/ internal meetings (40 hours)*
 - Board meeting
 - leads
 - Exec
 - Member outreach
 - Graphics
 - Finops
 - campaigns
 - Policy development
 - Comms
 - Personnel
 - Events committee
 - Ccu
- *external meetings (20 hours)*

- Ombuds
- Operational relations
- Jim Dunsdon 101
- Senate committee learning and teaching
- Consultant
- ABCS
- *Administrative and Other/Housekeeping (40 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 - 62h 15m

- comms - 20h
 - emails, teams - 14h 30m
 - meetings - 2h 30m
 - catering - 30m
 - bod meeting - 2h
 - chats - 3h
 - leads - 1h 30m
 - callum - 30m
 - community members - 45m
 - lane - 15m
- events - 6h 15m
 - misc work - 4h 45m
 - copywriting - 1h
 - work orders - 30m
- committees - 5h 30m
 - events - 1h 30m
 - operational relations - 30m
 - personnel - 1h 30m
 - exec - 1h 30m
 - policy dev - 30m
- CCU Days - 16h 45m
- misc - 13h 15m

- student affairs busywork - 1h 30m
- protest - 7h
 - prep/sign making included
- statement - 1h 30m
- housekeeping - 1h 15m
- directors report - 1h
- board meeting prep - 1h
- open house speech - 30m

Cleo Philp 80 hours

- *Committees / Internal Meetings - 15*
 - Hiring Committees
 - FBFS
 - Exec
 - Board Meeting
 - Personnel
 - Rental Rights Planning
 - Member Outreach
- *External Meetings - 11*
 - VRTC
 - SCAS
 - Senate Orientation
 - ABCS
 - GNO debriefs
 - Operational Relations
- *Admin / Events - 54*
 - Research & meeting prep
 - Million March Counter Protest
 - CCU Days
 - Office hours
 - Website blurb
 - Emails
 - Teams
 - Cheque signing
 - Scheduling
 - Networking

Bunni- 86 hours

- *UVSS Committees/Internal Meetings*
 - PD Committee
 - Finance and Operations Committee
 - Events Committee

- Outreach Committee
- Office hours
- Exec meeting
- Board meeting
- Office hours
- Meeting with various clubs and course unions
- *University Relations/External Meetings*
 - EQHR meeting
 - UVic/UVSS operational meeting
- *Ongoing Projects/Events/Outreach*
 - CCU days
 - Clubs manual
 - Policy review
 - Cheque requests
 - Balancing clubs and course union accounts
 - Admin and emails
 - SPG funds applications
 - Updating website
 - CCU days
 - Set up/take down
 - Running hotdog eating contest
 - Helping clubs and course unions set up and find tables
 - Labelling tables
 - Creating floor plan
 - Signing Cheques
 - Clubs and Course Union lockers