



MINUTES
University of Victoria Students' Society
April 22nd, 2024 – in-person, 6pm

Attendance: Cooke, Buchanan, Goodacre, Williams, Wadhwa, Dias, McNiven, Willis, Caparas, Atanackovic, Freeborn, Loe

Staff: Robertson, Costa, Casado, Gildersleve

Regrets:

Guests: Link, Easton, Sharma

1. CALL TO ORDER

Cooke called the meeting to order at 6:11 pm.

2. LIVESTREAM

CONSENT MOTION 2024/04/22: 01 - COOKE

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

BIRT the Board approves the recording of the Monday April 22nd, 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

Cooke acknowledged the land.

4. ADOPTION OF AGENDA

a. Adoption of Agenda

i. 2024/04/22

MOTION TO ADOPT- GOODACRE/MCNIVEN

MOTION TO AMEND - WILLIAMS/WADHWA to add reports with Omnibus

MOTION CARRIED

MOTION TO AMEND - BUCHANAN/LOE to add Motion 8

MOTION CARRIED
MOTION CARRIED

b. Adoption of Minutes

i. 2024/04/08

MOTION TO ADOPT- WILLIS/BUCHANAN

MOTION TO AMEND - WILLIAMS/WADHWA to add Board reports

MOTION CARRIED

MOTION TO AMEND - GOODACRE/WADHWA to add March 26/24 email motion

MOTION CARRIED

MOTION CARRIED

5. PRESENTATIONS & ANNOUNCEMENTS

a. PRESENTATIONS

b. ANNOUNCEMENTS

6. EMAIL MOTIONS

MOTION 2024/04/10 - LOE

WHEREAS The results of the advocacy survey are complete and summarized in the [slides](#)

BIRT the board accepts the advocacy survey results can be released to the public, effective immediately.

MOTION CARRIED

In Favour: Goodacre, Caparas, Buchanan, Aimoe, Williams, Willis, Brar, Dias, McNiven

7. MAIN MOTIONS

a. Priority business

MOTION 2024/04/22: 02 - WILLIAMS/GOODACRE

BIRT the following is ratified to the UVSS Board of Directors as the interim Native Students' Union representative:

- NSU Firekeeper: Lauren Aimoe

MOTION CARRIED

MOTION 2024/04/22: 03 - BUCHANAN/LOE

WHEREAS the 2024 UVSS election and referenda are complete and the results have been tabulated, **BIRT** the UVSS board of directors ratify the [results](#) of the 2024 election and referenda.

MOTION CARRIED

MOTION 2024/04/22: 04 - BUCHANAN/LOE

BIRT the [Electoral Office Spring 2024 Electoral Report](#) on the Spring 2024 elections to the UVSS Board of Directors and referendum is ratified.

MOTION CARRIED

MOTION 2024/04/22: 05 - WILLIAMS/BUCHANAN

WHEREAS A room has been created in the SUB called the Clubs and Course Union Room to support Clubs and Course Union activities and meetings;

WHEREAS This policy creates guidelines and expectations for the Clubs and Course Union room;

WHEREAS This policy has been recommended to the UVSS BOD from Policy Development Committee and subsequently passed by Clubs Council, and Course Union Council;

BIRT the BOD accepts the recommended amendments to add the following section named Club and Course Union Room to Clubs Policy as Section 2.8 and Course Union Policy as Section 2.7 respectively

Club and Course Union Room

The Club and Course Union room is a space for the UVSS Clubs and Course Union community to gather and share the amazing work they do for the student community. This space is intended for anyone to enjoy.

- a. Clubs and Course Unions must follow all space booking policies and poster policy set out by the UVSS and UVic
 - i. Posters can only be posted on the designated poster board.
- b. This space is bookable however it is restricted to only ratified Club and Course Unions and after 4pm weekdays.
 - i. Clubs and Course Unions are restricted to booking this room max 2 times a month.
 - ii. Clubs and Course Unions may not use their space booking privileges for purposes that would violate Clubs, Course Union, Room Booking, and/or other University or UVSS policies or to secure space for other organizations that plan to conduct non-club related business.
- c. The Safer Spaces Policy is enacted in this space and must be followed by everyone who enters the Club and Course Union Room
 - i. Complaints about conduct in this space will be subject to the same procedure in Clubs Policy Part 7: Complaints
- d. No Alcohol or substances can be consumed in this room.

MOTION CARRIED

MOTION 2024/04/22: 06 - WILLIAMS/GOODACRE

WHEREAS this policy has been recommended to the UVSS BOD from Policy Development Committee, and subsequently passed at Clubs Council.

WHEREAS this amendment is intended to create more transparency with Club executives and their membership.

BIRT the BOD accepts the recommended policy changes to Clubs Policy Section 2.3 Ratification and Status* and update the lettering of subsequent points under Section 2.3

2.3 Ratification and Status*

f. all Clubs must have an official club email that is shared between executive members.

g. Hold at least one general meeting that is advertised and open to all of its members.

i. **Must be advertise to membership two weeks before proposed general meeting**

ii. **Must inform the Director of Student Affairs of the proposed general meeting date and time.**

iii. **Following the election of Executive Members you must submit the results to the Director of Student Affairs.**

MOTION CARRIED

MOTION 2024/04/22: 07 - WILLIAMS/LOE

WHEREAS this policy has been recommended to the UVSS BOD from Policy Development Committee, and subsequently passed at ARC.

WHEREAS to streamline the fiscal years and have Advocacy groups access their yearly budget in a more timely manner.

BIRT the BOD accepts the recommended policy changes to Advocacy Groups Policy Section 3.3 Budgeting Schedule

3.3 Budgeting Schedule

The following dates may vary but are generally indicative of the timing and schedule for key budget-related dates.

February 1

~~Director of Student Affairs~~ **The Constituency Groups Director** notifies board representatives and coordinators of the budgeting timeline for that year

~~Director of Student Affairs~~ **The Constituency Groups Director** shall request each group's actuals from last year from the UVSS Accounting department, and email them to the coordinator(s) and the Board Representative.

Coordinators shall request UVSS Accounting complete the Labour section of the budget template.

Coordinators collaborate with the Executive, and their finance committee if applicable, to draft the budget.

March 1

~~Draft budget presented to voting membership and the finance committee, if applicable.~~

Draft budget presented to Constituency Groups Director. Draft budget revised to reflect Constituency Groups Directors suggestions, if applicable.

April 4

~~Draft budget revised to reflect advocacy group suggestions, if applicable.~~

~~Final draft budget presented and passed by voting membership.~~

~~Coordinators gather and finalize list of signing authorities.~~

April 8th

Final draft budget presented and passed by voting membership. Coordinators gather and finalize the list of signing authorities.

April 15

List of signing authorities with emails and final budget sent to the ~~Director of Student Affairs~~ **Constituency Groups Director** with minutes of the meeting at which it was passed by voting membership.

April 30

Budget presented and the actual spending from the previous fiscal year presented by board representative or a temporary alternative representative at ARC.

Budget approved at ARC by a majority vote.

May 1*

~~The Director of Student Affairs~~ **Constituency Groups Director** emails approved budgets to the Accounting Manager and gives them a directive to release funds from the Advocacy Groups Base Fund as it is received.

If an advocacy group's budget is not passed at ARC by May 1st because quorum is not met, fees will not be released until quorum is met at ARC.

*The Director of Student Affairs and ~~Executive Director~~ **Constituency Groups Director** may conditionally approve the advocacy group's budget upon meeting with both the coordinator and board representative, and then release the fees.

MOTION CARRIED

MOTION TO RECESS - WADHWA/GOODACRE

MOTION CARRIED - 6:41 PM (5 MINUTES)

MOTION 2024/04/22: 08 - BUCHANAN/DIAS

WHEREAS the UVSS supports and advocates for student issues to all levels of government

WHEREAS the UVSS was not consulted on the Prime Minister's visit to UVic to highlight the 2024 Federal Budget

BIRT the board approves the attached statement titled "UVSS Statement - Trudeau x UVic Budget Visit" to be posted to UVSS Social Media channels and website.

MOTION TO AMEND - BUCHANAN/LOE

BIRT Amend the statement to change the first sentence of the 3rd paragraph to read "The significance of this oversight is glaring and part of a consistent pattern of ignoring students'

concerns, especially in regards to divestment, international student fees, and the shuttering of McKinnon gym.”

MOTION CARRIED

MOTION TO RECESS - WADHWA/CAPARAS

MOTION CARRIED - 7:02PM (7 MINUTES)

MOTION CARRIED

b. Old business

MOTION 2024/04/22: 09 - LOE/WADHWA

WHEREAS previous work has been done between the UVSS, AMS UBC, SFSS, and UBC SUO GSS, around developing a flexible advocacy group titled “BC3”

WHEREAS a [Memorandum of Understanding](#) has been drafted and reviewed by the Executive Director **BIRT** the Board approve signing the [Memorandum of Understanding](#) titled “BC 3 MOU”

MOTION CARRIED

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

MOTION TO MOVE IN CAMERA - GOODACRE/LOE
MOTION CARRIED

The Meeting was moved in camera at 7:29 pm.

10. IN-CAMERA

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

MOTION 2024/04/22: 10 - WADHWA/BUCHANAN

WHEREAS the UVSS Extended Health and Dental plan usage has increased significantly and the plan's cost is higher this year with the new additions to the plan; and,

WHEREAS Studentcare recommends that we increase the fees by 5%, which is the maximum amount that is allowed according to UVSS' Board of Directors Policy and Bylaws; therefore,

BIRT that the Board pass a 5% increase to the Enhanced Dental and Health Fees for the year 2024-2025 academic year.

MOTION CARRIED

MOTION 2024/04/22: 11 - WADHWA/WILLIAMS

BIRT the Board of Directors accepts the report of the hiring committee for the Subtext Manager; and

BIFRT James Ziolkoski is ratified as the Subtext Manager.

MOTION CARRIED

MOTIONS 12-15 CARRIED BY OMNIBUS

MOTION 2024/04/22: 12 - WADHWA/LOE

WHEREAS the UVSS Board of Directors values the wellbeing of its staff,

WHEREAS the cost of living has increased substantially in recent years,

BIRT that the General Manager of the UVSS will be awarded a 2.5% salary raise as of May 1, 2024

MOTION CARRIED

MOTION 2024/04/22: 13 - WADHWA/LOE

WHEREAS the UVSS Board of Directors values the wellbeing of its staff,

WHEREAS the cost of living has increased substantially in recent years,

BIRT that the Human Resources and Administrative Services Manager of the UVSS will be awarded a 2.5% salary raise as of May 1, 2024

MOTION CARRIED

MOTION 2024/04/22: 14 - WADHWA/LOE

WHEREAS the UVSS Board of Directors values the wellbeing of its staff,
WHEREAS the cost of living has increased substantially in recent years,
BIRT that the Executive Director of the UVSS will be awarded a 2.5% salary raise as of May 1, 2024
MOTION CARRIED

MOTION 2024/04/22: 15 - WADHWA/LOE

WHEREAS the UVSS Board of Directors values the wellbeing of its staff,
WHEREAS the cost of living has increased substantially in recent years,
BIRT that the Constituency Groups Director of the UVSS will be awarded a 2% salary raise as of May 1, 2024
MOTION CARRIED

MOTION TO MOVE OUT OF CAMERA - GOODACRE/LOE
MOTION CARRIED

The Meeting was moved out of camera at 7:58 pm.

11. MEETING TIMES

The next meeting scheduled by the Board of Directors is:
06/05/2024 on Zoom (online).

12. ADJOURNMENT

13. BOARD DIRECTORS' REPORTS

Khushi Wadhwa - 70 hours

- UVSS internal meetings/ committees
 - Board meeting
 - Leads
 - excluded managers
 - Board members
 - Executive Committee
 - Personnel Committee
 - Food Bank and Free Store committee
 - Finance and Operations committee
 - UVSS health and dental appeals committee
 - Subtext manager hiring committee
- UVSS external meetings and external work
- Prep for committees
- SCARTA
- FRAC
- Miscellaneous: Emails, admin, housekeeping, scheduling, teams, IMP program issues, UVSS Board Honorarium

Lane O'Hara Cooke 70 hours

- *UVSS committees/ internal meetings (35 hours)*
 - Board meeting
 - leads
 - Exec
 - Comms
 - Personnel
 - Events committee
 - graphics
 - filming/pre-filming
 - Policy dev
 - Member outreach
 - Puppy playtime
 - Donation station
- external meetings (5 hours)
 - Meeting with new Leads
 - OPs
- *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

Nico Caparas - 20 Hours

- *UVSS Committees/Internal Meetings - (3 Hours)*
 - BoD Meeting
 - Meeting with Director of Campaigns
- *Ongoing Projects/Events/Outreach - (12 Hours)*
 - Meeting with Josh from AMS
 - Meeting with GC and new DISR
 - Clothing Swap Event
 - Meeting with Canadian Alliance for Intergenerational Living (CAIL)
 - Networking and Communicating with International Students

- GC Gala
- *Administrative and Other/Housekeeping (5 Hours)*
 - Emails
 - Administrative tasks
 - Organizing DISR Guide for next DISR
 - Researching International Student Resources
 - Office Work and writing notes

Bunni Williams - 70 hours

- *UVSS Committees/Internal Meetings*
 - Board meeting
 - executive meeting
 - Leads meetings
 - Leads to leads training
 - Office hours
 - ARC
 - Outgoing advo reps to new reps meeting/succession planning
 - Training Hemal
 - Personnel
- *University Relations/External Meetings*
 - Meeting/lunch with UVic admin
 - Meeting with OSL
 - Meeting with AVP
 - Learning and Teaching Committee
 - UVIC/UVSS operations
- *Ongoing Projects/Events/Outreach*
 - Emails and admin
 - Organizing drive
 - Organizing emails
 - Organizing computer files
 - Cheque requests
 - Visa requisitions
 - Honorariums
 - Updating club and course union account information
 - Teams
 - Organizing and tidying up
 - Cheque signing
 - Problem shooting with clubs and course unions
 - Bank account log in
 - Cheque requests
 - Event information
 - Event insurance
 - General guidance

- Agenda prep
- Advo rep manual/resources
- Annual report
- Updating website for the new calendar year minutes:

Sarah Buchanan - 71.25 Hours

- *comms*
 - emails, teams, etc.
 - informal conversations
 - meetings
 - leads
 - exec
 - UVic
 - Graphics
- *committees*
 - events
 - exec
 - res move-out
 - CFUV board
 - Catering Hiring
- *events*
 - clothing swaps
 - donation station
 - both of these went over well
- *misc*
 - annual report
 - events training manual
 - chasing down JT
 - cleaning up

Andrew Loe - 57 hours

- *Committees / Internal Meetings -6*
 - Campaigns Committee
 - Board Meeting
 - AVP -LGC
 - International Student Relations meeting/work
 - Prep for committees
- *External Meetings/ongoing projects - 27 hours*
 - Meeting with UVic admin
 - Canadian Alliance for Intergenerational living

- Morell Andrews
- Route 76 Collab with Climate Justice Victoria
 - They want bus lanes on Mckenzie as soon as possible and want to know what we can do to help pressure UVic admin in coming weeks.

- *Admin-24 hours*

- Research
- Emails
- Teams
- Scheduling
- Miscellaneous

Alisa Atanackovic - 5 hours and 58 minutes

- *Administrative/Housekeeping - 1 hour and 18 minutes*
 - Email
 - Microsoft Teams
 - Office hours
 - Director Report
- *Advocacy/Planning - 1 hour*
 - Wrote an email to The Martlet
 - Communicated with Deb, Andrew, and Corbett
 - Worked on my plan for publicizing the Advo Survey results
- *Events - 1 hour and 48 minutes*
 - The Clothing Swap
 - Donation Station
- *UVSS Internal/External Meetings - 1 hour and 52 minutes*
 - Campaigns Committee
 - Events Committee
 - Meeting with Corbett

Prym Goodacre - 4.5 hours

- *Administrative and Other/Housekeeping - 0.5 hr*
 - Emails
 - FA Statement review
- *Outreach/Events - 3 hr*
 - Donation Station
- *UVSS Committees/Internal Meetings - 1 hr*
 - ARC meeting
 - Campaigns

Mackenzie McNiven - 3.75 hours

- *UVSS Internal Meeting Apr. 08 (18:00 - 20:00 - not included in hrs)*
- *Events - 2.25 hr (and adding)*
 - Donation Station Apr. 10 (14:00-14:30)
 - Donation Station Apr. 11 (09:00-10:15)
 - Meeting Apr. 18 (13:00-13:45)
- *Administrative Work - 1.25 hrs*

Eric Willis - 3.5 hours

- *Administrative and Other/Housekeeping - 0.5 hr*
 - Emails
- *UVSS Committees/Internal Meetings - 3 hr*
 - ARC (April 11) - 1hr
 - GEM Collective Meeting (April 18) - 1 hr
 - ARC Transition Meeting (April 17) - 1 hr

Lauren Aimoe - 18.5 hours

- *Committees, Meetings, and Discussions - 8.5 hours*
 - NSU Meetings
 - Admin meetings
 - training
- *Administrative and Planning - 10 hours*
 - Emails
 - Writing Reports & Agendas
 - Prepping for Meetings

Aidan Dias - 2.5 hours

- *General Office Work - 2.5 hours*
 - email
 - teams
 - meetings