

BOARD MEETING AGENDA

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students
Board of Directors Meeting, October 5, 2020 – Virtual Call

18:00 – CALL TO ORDER

Directors Present

President (meeting chair).....	Ali Poostizadeh
Vice-President Finance & Operations.....	Abid Wahab
Vice-President External.....	Taylor Dotto
Vice-President Internal.....	Tashia Kootenayoo
Vice-President Campus Life.....	Ahmed Fayed
Director at Large.....	Kai Rogers
Director at Large.....	Jakson Pashelka
Director at Large.....	Jose Carvalho
Director at Large.....	Rohan Dabral
Faculty of Arts and Social Sciences Representative.....	Cody Isaac
Faculty of Creative & Critical Studies Representative.....	Sage Cannon
Graduate Studies Representative.....	Cassidy Wallis
Faculty of Science Representative.....	Arshdeep Purba
Faculty of Management Representative.....	Mohana Rambe
Faculty of Applied Science Representative.....	Richardo Brown
Faculty of Health & Social Development Representative.....	Naomi Maldonado-Rodriguez
Faculty of Education Representative.....	<i>vacant</i>
Board of Governors Representative (<i>ex-officio</i>).....	Jassim Naqvi
Senate Caucus Student Representative (<i>ex-officio</i>).....	Rhys Herzberg

Directors Absent

Staff Present

General Manager.....	Lori Stevenson
Advocacy & Governance Coordinator.....	Sarah Furgason
Membership Outreach Coordinator.....	Elizabeth Rusch
Campus Life Coordinator.....	Joe Haugen
Finance Manager.....	Leanne Smailes
Well Pub Manager.....	Mike Ouellet

1. ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It's important that we understand that we are very privileged to be living, working, and learning in these territories that are not our own.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

20/10/05.01 MOTION

/

Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

20/10/05.02 MOTION

/

Be it resolved that minutes of the meeting held September 21, 2020 be adopted.

4. PRESENTATIONS

5. MONTHLY REPORTS

20/10/05.03 MOTION

/

Be it resolved that the monthly reports for August be approved as attached.

5.1 President

5.2 VP Finance and Operations

5.3 VP Internal

5.4 VP External

5.5 VP Campus Life

5.6 General Manager

6. COMMITTEE BUSINESS

6.1 Executive Committee

20/10/05.04 MOTION

/

Be it resolved that the minutes of the meeting held on September 23, 2020 be adopted.

6.2 Finance Committee

20/10/05.05 MOTION

Wahab/

Be it resolved that the minutes of the meetings held August 6 and September 24, 2020 be adopted.

6.3 Policy Committee

20/10/05.06 MOTION

Kootenayoo/

Be it resolved that the minutes of the meeting held September 25, 2020 be adopted.

20/10/05.07 MOTION

Kootenayoo/

Whereas, under the Media Fund Committee section of the Regulations there is a contradiction regarding who shall serve as chairperson,

Be it resolved that clause ninety-two (92) be removed and the Vice-President Campus Life remain the chairperson of the Media Fund Committee.

20/10/05.08 MOTION

Kootenayoo/

Be it resolved that the changes to the Elections Regulation be approved as attached.

6.4 Campus Life Committee

20/10/05.09 MOTION

Fayed/

Be it resolved that the minutes of the meeting held September 8, 2020 be adopted.

6.5 Campaigns Committee

20/10/05.10 MOTION

Dotto/

Be it resolved that Tashia Kootenayoo be appointed to the Campaigns Committee.

6.6 Oversight Committee

20/10/05.11 MOTION

/

Be it resolved that the minutes of the meetings held August 20 and September 17, 2020 be adopted.

6.7 Club Funding Committee

20/10/05.12 MOTION

Wahab/

Be it resolved that Gursagar Singh be appointed to the Student Association Funding Committee.

6.8 Media Fund Committee

20/10/05.13 MOTION

/

Be it resolved that the minutes of the meeting held September 17, 2020 be adopted.

7. REPORT ON UNIVERSITY RELATIONS

7.1 Board of Governors

7.2 Senate

7.3 Other University Committees

8. OLD BUSINESS

9. NEW BUSINESS

20/10/05.14 MOTION

/

Be it resolved that a working group be struck to evaluate the structure of the Resource Centres and provide recommendations to the Board of Directors.

20/10/05.15 MOTION

/

Be it resolved that the attached letter recognizing historic neglect of indigenous students be approved and distributed on social media.

10. INFORMATION ITEMS

10.1 Procedures Manual Working Group

10.2 Next Board Meeting Date

11. ADJOURNMENT

Executive Director Work Summary

Ali Poostizadeh – President

Report Period: August 2020/21

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

In accordance with Bylaw X, Executive Directors are required to submit a monthly written report to the Board of Directors, summarizing their activities for that month. This report is designed to provide the Board of Directors with a monthly summary of the activities of each Executive Director.

For the purpose of this report the following shall not be included as eligible work:

- attendance at Board meetings; and,
- production of this work summary;

Week 1

- Attended Campaigns Committee meeting.
- Meeting with President Santa Ono regarding resumption of school.
- Attended meeting with Sarah Ferguson and Taylor Dotto, lobbying local MLAs Ben Stewart, Steve Thompson, Norm Letnick regarding police incident at UBCO.
- Consultation regarding Winter Session 2 with Ainsley Carry, Vice-President Students, Samantha Reid, Executive Director VP Students, Michelle Lowton, Associate Vice-President Students, Ananya Mukherjee. Provost and Vice-President Academic and Vancouver student executives.

Week 2

- Call with the Ubysey newspaper executives.
- Meeting with Redstamp, regarding web design and web development.

Week 3

- Consultation with Rob Einarson, AVP Students regarding several capital projects
- Meeting with Tashia Kootenayoo, Ahmed Fayed, and the Phoenix Editor and Chief, Carolina Leyton.
- Themed planning meeting with SUO team.

Week 4

- Themed planning meeting with SUO team.
- Alumni UBC Homecoming video filming.
- Meeting with Kathleen Weary and Jacob Howell, Carleton Student Union President and VP Finance, regarding Student Union Building.
- Meeting with Lori Stevenson and Adrienne Nolan, AlumniUBC.

Executive Director Work Summary

Abid Wahab - VP Finance & Administration

Report period; August 2020/21

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

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- production of this work summary;

Week 1

- Meeting with Lori; general updates
- Meeting with Leanne; weekly touch base, discussions about the budget and moving forward
- Held the finance committee meeting
- Attended the SUO executive meeting
- Attended the Campus Life committee meeting
- Attended themed strategic planning meeting
- Signed cheque requisitions for expenses, signed receipts, and signed telephone bills

Week 2

- Meeting with Leanne; weekly touch base and discussions about my goals, how to plan for them
- Attended themed planning meeting
- Helped guide the new director orientation; provided a presentation to all new incoming board members about the financial background and knowledge of the SUO
- Signed cheque requisitions for expenses, signed receipts, and signed telephone bills

Week 3

- On Leave (vacation)
- Signed cheque requisitions for expenses, signed receipts, and signed telephone bills

Week 4

- On Leave (vacation)
- Meeting with Leanne; weekly discussions
- Office work; responded to inquiries, meetings with different club leaders to discuss avenues for funding.
- Signed cheque requisitions for expenses, signed receipts, and signed telephone bills

Executive Director Work Summary

Tashia Kootenayoo – Vice President Internal

Report Period: August 2020/21

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

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Week 1

- Met with Student to discuss academic advocacy concerns
- edited regulations formatting and added new policy changes.
- Prep for Resource Centre meeting which included finalizing funding applications, template creations, agenda and organizational items.
- Various meetings such as Campus Life, Executive and Open Educational Working Group.

Week 2

- Hosted Resource Centre Coordinators meeting to discuss upcoming semester changes and formats, regulations etc.
- Provided feedback to UBC Dimensions project plan on equity and inclusive practices for research. My feedback was centred on creating more indigenization in their research methods.
- Met with the SVPRO to arrange training for Resource Centre centres.
- Drafted TOA for the media fund recipients.

Week 3 *sustained concussion and limited work hours began*

- Interviewed for Claiming Spaces around Women in Leadership.
- Planned different social media outlets for advertising student associations in place of Expo.
- Final edits for TOA for media fund recipients.

Week 4

- Communication follow-up with Resource Centres on deadlines for monthly reports, regulations and funding dates.
- Attended meetings for the executive, OER working group and Izzy 1:1.

Executive Director Work Summary

Taylor Dotto – Vice President External

Report Period: August 2020/21

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

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- production of this work summary;

Week 1

- Executive meeting
- Weekly 1:1 with the Advocacy and Governance Coordinator
- Themed planning meeting
- UBCO Open Education working group meeting
- Completed and posted the water bottle share program contest

Week 2

- Vacation

Week 3

- Vacation

Week 4

- Themed planning meeting
- Weekly 1:1 with the Advocacy and Governance Coordinator
- Planning the all gendered washroom video and discussing the project with UBC Studios
- Reviewed submissions for the water bottle share program contest

Executive Director Work Summary

Ahmed Fayed – Vice President Campus Life

Report Period: August 2020/21

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

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- attendance at Board meetings; and,
- production of this work summary;

Week 1

- Campus Life Committee Meeting
- Meeting with Joe Haugen and emailing all my relevant partners
- Regional Speakers Event Prep / Meetings with other universities.
- Themed Strategic Planning @ The Well
- Emails
- Queer Orientation Work with Binta, Prapti & Skylar. (Event discussion, possible platforms for streaming, etc).

Week 2

- More work & meetings with other universities for regional speaker event.
- Meeting with The Phoenix News to discuss the future & possible collaboration with the Ubessey
- Meetings with Joe & discussions on platforms we can work with. (WeGotGame, TriviaHub, etc.)
- Emails

Week 3

- Angela Davis confirmed for western regional speakers' event & more discussion surrounding marketing, etc.
- Executive Meeting as well as on Camera thinking
- Meetings with Joe & Meeting setups with other providers.
- Emails

Week 4

- Meeting with eSports Club & collaboration ideas

- Meeting with TriviaHub & confirming dates for events
- Emails
- Meetings with other universities with Joe regarding marketing & final aspects of the speaker's event.
- Campus Life Committee Meeting preparation.
- CBC Radio Interview Preparation
- Jumpstart Movie Prep

General Manager Work Summary

Lori Stevenson – General Manager

Report Period: Aug 2020

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

The month of August contained one week of holidays for me.

Office & Administration

- Finalizing the SUO Covid-19 Office Protocol document with Rachel
- Worked with Rachel to ensure that all the necessary
- Facilitated another session of New Director orientation for the appointed directors

University Relations & Committees; Other stakeholder meetings

- Additional consultations on UBCO and UBCSUO resumption planning and resources with Shelley Kayfish from Campus Operations and Risk Management – UNC hours, business operation plans, expected traffic
- Meeting with Rob Einerson, Abigail Riley and Ali – update on some campus plans (Recreation field house) as well as continuing discussion around spending of the \$700,000 remaining tuition surplus – to be used to rework and enhance some existing common, non-academic spaces to be better suited for student study use. Began conversations on how the progress towards SUO building would look
- Monthly meeting with Rob Einerson, AVP Students, Shannon Dunn, Michelle Lowton – general updates from each party
- Meeting with Adrian Nolan to discuss donor potential for matching funds re: student aid
- Met with Shannon Dunn to negotiate meal plan admin fee reduction – achieved a 1.5% reduction from 9.5% - 8%
- Met with Michelle Lowton, Interim AVPS – discussions on how better to facilitate coordination / collaboration between us and them

Events/Projects/Operations

- Finalized fall U-PASS plans, agreements, and SUO logistical considerations
- Finalized the SUO strategic plan for presentation to board
- Created short term, Covid related lease addendums for Koi Sushi and Fusion Express

Human Resources Work

- Ongoing 1:1 meetings with staff – checking in on work and goal progress; assessing challenges or pinch-points; coaching on issues as needed
- Completed the process of staff Annual Performance Appraisals, and discussion of goals for the current year

SUO Committee Work

- Oversight Committee – preparation and planning for the September Executive reviews
- Finance Committee – regular committee meetings, Business budget projections to watch actual progress in comparison to budget
- Executive Committee – two meetings
- Themed planning meetings – brainstorming meetings to discuss: SUO businesses; Strategic Plan

FINANCE COMMITTEE MEETING AGENDA

UBC Students' Union, Okanagan
Executive Committee Meeting, August 6 2020
UBCSUO Conference Room

11:12 – Call to Order

Meeting called to order at 11:12.

Directors Present

Vice-President Finance (meeting chair) _____ Abid Wahab

Directors Absent

President _____ Ali Poostizadeh

Director at Large _____ Rohan Dabral

Staff Present

General Manager _____ Lori Stevenson

Finance Manager _____ Leanne Smailes

1. ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It's important that we understand that we are very privileged to be living, working, and learning in these territories that are not our own.

2. ADOPTION OF AGENDA

3. PRESENTATIONS

4. OLD BUSINESS

5. NEW BUSINESS

6. INFORMATION ITEMS

6.1 Review of the YTD Statement of operations

6.1.1 Review of all SUO business revenues

Wahab presented the YTD of the SUO business revenues. Wahab asked questions regarding the certain business operations. Smailes provided answers about the operations. Stevenson provided feedback and updates.

6.1.2 Review of all YTD expenses

Wahab presented the YTD expenses incurred by the businesses. Wahab asked for clarification on certain expenses. Smailes assisted in clarifying the expenses.

6.2 Discussions about leasing contracts

Stevenson presented potential leasing scenarios. Stevenson mentioned presenting several leasing options and scenarios to the next executive meeting.

6.3 U-PASS Discussions

Stevenson provided updates on U-Pass sales and the slight changes to operations. Stevenson also stated that summer U-Pass sales will be completed at the bookstore and the revenue for sales have not yet been recorded due to reporting. Brief discussions about U-Pass for Terms 1 & 2 were discussed, Stevenson reported on progress.

7. ADJOURNMENT - Adjourned at 12.10pm

FINANCE COMMITTEE MEETING AGENDA

UBC Students' Union, Okanagan
Executive Committee Meeting, SEPTEMBER 24
2020 , UBCSUO CONFERENCE ROOM

11:19 – Call to Order

Directors Present

Vice-President Finance (meeting chair) _____ Abid Wahab
Director at Large _____ Rohan Dabral

Directors Absent

President _____ Ali Poostizadeh

Staff Present

General Manager _____ Lori Stevenson
Finance Manager _____ Leanne Smailes

1. ACKNOWLEDGEMENT OF TERRITORY

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2. ADOPTION OF AGENDA

24/09/11.20 MOTION

Dabral/Smailes

Be it resolved that the agenda be adopted.

3. PRESENTATIONS

4. OLD BUSINESS

5. NEW BUSINESS

6. INFORMATION ITEMS

6.1 Discussions

6.1.1 Review of SUO Statement of Operations YTD Sept. 15 & SUO Businesses

Smailes added that wage expenses can be subsidized by the CEWS insurance SUO has been approved for recently. Stevenson discussed business expenses. Wahab discussed business efforts to increase marketing. Wahab questioned particular budget lines. Stevenson will follow-up with the developers about the grocery app as well as following up with Joe for progress on the business advertisements. Wahab will email all managers for a business plan prior to the next finance meeting.

6.1.2 UBC & UBCO Financial impact of Covid-19 and Timeline of Campus Planning

Sept 22 BOG reports by the UBC Finance Committee on Covid-19 Financial impact & the projected incremental domestic student tuition increase being allocated to enhance student experience. Smailes asked for an update on the allocation of the UBCO portion of these funds. Stevenson provided information on what had been decided by previous executives on the use of these funds, a portion has already been allocated to the COVID-19 Emergency Fund for Students. Stevenson will follow up with Campus planning on the progress of the use of the remaining funds for enhancements on campus & report back to Finance Committee.

6.1.3 Investment strategy meeting

Smailes provided updates on the SUO's longer term investment strategy. All agreed to set up a meeting on October 19th with Valley First to discuss long term strategy.

7. ADJOURNMENT

Meeting adjourned at 12:20pm.

POLICY COMMITTEE MEETING MINUTES
UBC Students' Union Okanagan
Policy Committee Meeting, September 25, 2020, Virtual Call

09:30 – CALL TO ORDER
Meeting called to order at 9:39

Directors Present

Vice-President Internal (meeting chair)
Student-at-Large
Board of Governors Representative (*ex-officio*)

Tashia Kootenayoo
Mrinaal Tomar
Jassim Naqvi

Directors Absent

Vice-President Campus Life
Director-at-Large

Ahmed Fayed
Jakson Pashelka

Staff Present

General Manager

Lori Stevenson

1. ACKNOWLEDGEMENT OF TERRITORY

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2. ADOPTION OF AGENDA

3. PRESENTATIONS

3.1 SUO Elections Regulations

Kootenayoo presented the proposed changes from the CRO Elections 2020 report to the regulation.

Stevenson recommended changes to regulations four (4) and five (5) around the amount of DRO applicants to "up to three". She also discussed the off campus campaigning regulation regarding the covid-19 pandemic.

Kootenayoo suggested the Electoral Committee review the regulations and propose temporary changes to accommodate the online environment etc due to Covid-19.

Kootenayoo inquired about the "Rules of Fair Play" being suggested to be defined by the CRO and if the committee felt this was a good idea.

Stevenson suggested that there be a change to have the electoral committee define "rules of fair play" as it would be most transparent and prompt equitable processes.

Naqvi and Tomar both agreed that the regulation be changed to grant the electoral deciding power over what the definition of 'fair play' be.

Kootenayoo made the recommended edits to the document and called for the motion.

4. OLD BUSINESS

MOVED/ Stevenson SECONDED/ Naqvi

- 4.1 Whereas, under the Media Fund Committee section of the Regulations there is contradiction to who shall serve as the chair-person

Be it Recommended to the Board of Directors that the regulations be amended to remove clause ninety-two (92) in order to allow the Vice-President Campus Life to be the sole chair-person.

Motion Carried.

5. NEW BUSINESS

- 5.1 MOVED/Stevenson SECONDED/ Naqvi

Be it Recommended that the SUO Elections Regulations be adopted by the Board of Directors.

Motion Carried.

- 5.2 Course Unions and sub-organizations

Kootenayoo motivated this discussion by reviewing the issues Rusch had presented about Course Union structuring.

Stevenson advised that these issues be reviewed as they'll become more apparent as the SUO continues to grow.

Kootenayoo suggested that further research and consultation occur. She asked the group if any individuals would want to meet with the Course Unions and review the regulations to determine areas of improvement, expansion and outdated structures.

ACTION ITEM- Tomar and Rusch to consult with relevant Course Unions to determine the regulations effectiveness and next steps. Kootenayoo to meet with Rusch to review the current regulation prior and provide focus to the project.

- 5.3 New Student Association Regulation changes- discussion

Kootenayoo outlined the past issues of open intake of new student associations such unused funds, lack of engagement and over taxation of structures in busy times. She discussed that creating specific timelines for when organizations are ratified would allow funding to be streamlined and provide more transparency on the process itself.

Stevenson agreed the issue has been continuous and an intake period with probationary terms would be beneficial. She added it unlike the current structure a designated timeframe would be easier on all parties.

Tomar added that Mid-October to November for the first in take process allows new students to adjust and prompts engagement early in their orientation to the community.

Naqvi further agreed that transparency and procedural fairness would be satisfied if we re-evaluate the current structure and provide regulations.

ACTION ITEM- Kootenayoo and Rusch to research the second term funding model to determine timelines for the intake process. Kootenayoo to present a regulation within the next couple of months.

5.4 Procedures Manual

Stevenson motivated that currently there are two governing documents that require further guidelines on their functionality in practice. She explained that a procedures manual would assist in on-boarding new Board members and Staff as it would be a guiding framework for our services.

Kootenayoo agreed that procedures are needed and asked the committee if we wanted to extend a working group to the Board of Directors to ensure that enough consult can be provided.

The Committee agreed that this work could be done with Stevenson and Kootenayoo overseeing the group.

ACTION ITEM- Stevenson and Kootenayoo to meet to outline the format of the procedures manual and creating a consultation list for various regulation stakeholders. Tomar to sit on the working group as a “student-at-large” voice.

6. INFORMATION ITEMS

6.1 RoundTable Discussions

Naqvi discussed the election process of the Board of Governors and Senate Student representatives. He argued that these structures were not efficient in ensuring that members are encouraged to participate or informed on candidates. He shared that the election processes are independent of UBC to facilitate. Furthermore, our members need to be able to access opportunities to be involved in these spaces.

Kootenayoo asked Naqvi for the contact information of the UBC staff member that oversees these elections. She proposed that Naqvi and her meet with this person to discuss procedural fairness and suggest the election process be amended to benefit SUO members. She noted that BOG and Senate are not SUO structures but it is our responsibility to ensure that our members have access to efficient and effective services that benefit their experience at UBC Okanagan.

Stevenson agreed that we can and should suggest that UBC re-examine this process. She noted that we understand we cannot change them but advocate on behalf of our members for change to occur.

Naqvi added that meeting with Jessica Iverson would be beneficial as it is her sole responsibility to oversee elections on two different campuses. He suggested that the SUO assisting in the change process would then be more effective.

ACTION ITEM- Kootenayoo and Naqvi to arrange to meet with Iverson to further discuss.

Tomar inquired about the Indigenous Student Council Open Letter to the SUO on the neglect of Indigenous Students. He noted this letter addressed concerns with specific policies. Additionally, he wanted to ensure that the committee was both aware and seeking to address these concerns.

Stevenson reported that there were conversations happening at both the Board of Directors and Executive committee regarding the concerns addressed in the ISC letter. She continued that a letter was being drafted in response to apologize on behalf of the past and current Board members.

Tomar was pleased with the direction the Board of Directors is taking and that the letter was not going unaddressed.

Stevenson discussed the Media Fund regulations as there is house-keeping needed to provide clarification on regulations ninety-two(92) and ninety-three(93). She pointed out that there are two different roles stated as the 'chair' of the ad-hoc committee.

Kootenayoo sought a motion to make these changes and noted these regulations should be reviewed within the next semester.

7. ADJOURNMENT 10:21 A.M.

CAMPUS LIFE COMMITTEE MEETING MINUTES

UBC Students' Union, Okanagan
Campus Life Committee Meeting, September 8th, 2020, Zoom

10:34 – Call to Order

Directors Present

Vice-President Campus Life (meeting chair).....	Ahmed Fayed
Vice-President Finance.....	Abid Wahab
Vice-President Internal.....	Tashia Kootenayoo
Student-at-Large	Bardia Yasari
Director-at-Large	Jose Carvalho

Directors Absent

Graduate Student Representative.....	Cassidy Wallis
Student-at-Large	Sarah Bradley
Student-at-Large	Laavanya Prakash

Staff Present

Campus Life Coordinator	Joe Haugen
Membership Outreach Coordinator	Izzy Rusch
Well Pub Manager	Mike Ouellet

MEETING CALL TO ORDER AT 10:34 AM

1. ACKNOWLEDGEMENT OF TERRITORY

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2. OLD BUSINESS

3. NEW BUSINESS

TriviaHub Update

Fayed gives an update on TriviaHub and that It will be scheduled for this week & for

possible collaboration, moreover Ouellet mentions that the Well Is now open. Rusch suggests a Ozarks trivia. Carvalho speaks about how movies could be a great topic. Haugen talks about how we can improve prizes for this event.

Speakers Series Update

Haugen mentions the universities we worked with and where It will be streamed, prizes etc. Haugen mentions who Angela Davis Is and the Impact she had on the world.

Expo Day

Rusch mentions that It will be simplified, It will be social media oriented. Bardia offers a few suggestions for expo day.

Redbull Basement

Haugen mentions the redbull basement and how we can collaborate with them.

Financial Literacy Workshop

Wahab talks about the financial literacy workshop and how restricted It Is. What are debts? How to do ROI, etc.

In Person Events

Rusch talks about waivers needed to run events like that on campus, etc.

Scheduling (Doodle Poll)

Haugen mentions he will be sending out a doodle poll.

Virtual Scavenger Hunt

Fayed talks about a virtual scavenger hunt and how It can be conducted. The committee agreed this would be a good Idea.

Wellness Sessions (Possible collaboration with student resources)

Carvalho mentions that IGTV could be a quick way for students to check It out via Instagram.

4. INFORMATION ITEMS

5. ADJOURNMENT

MEETING ADJOURNED AT 11:30 AM

OVERSIGHT COMMITTEE MEETING MINUTES

UBC Students' Union, Okanagan
Executive Committee Meeting, Thursday 20 August 2020, Zoom

15:00 – Call to Order

Directors Present

Student-at-Large (meeting chair).....Fatima Al-Roubaiai
Director-at-Large.....Kai Rogers
Board of Governors Representative (*ex-officio*).....Jassim Naqvi

Directors Absent

Faculty of Arts and Social Sciences Representative.....Cody Isaac

Staff Absent

General ManagerLori Stevenson

1. ACKNOWLEDGEMENT OF TERRITORY

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2. ADOPTION OF AGENDA

20/08/23.01 MOTION
Be it resolved that the revised agenda be adopted
Rogers/Naqvi
Carried

3. PRESENTATIONS

4. OLD BUSINESS

5. NEW BUSINESS

5.1 Review of Timesheets

- Any feedback?
 - Some timesheets don't have the level of description or are almost blank.

- ACTION Fatima: send email to executives re: timesheets.
- 5.2 Review of Monthly Summary Reports
 - Any feedback on June/July reports?
 - Defer July to next meeting.
 - ACTION Fatima: send members July summary reports.
 - June's look good!
- 5.3 Plan for Executive Review process
 - Did everyone receive the executive goals?
 - Yes, reports overall well done.
 - Recognition that this was first submission of goal reports. Collect feedback and opportunities for improvement around review process (goals and progress reports) during trimester Executive reviews.
 - Kai to draft email to notify Executives around first trimesterly review.
- 5.4 Member schedules for the fall
 - Availability for fall term for members of this group?
 - Next meeting between Sept 14 – 21

6. INFORMATION ITEMS

7. ADJOURNMENT

OVERSIGHT COMMITTEE MEETING MINUTES

UBC Students' Union Okanagan
Executive Committee Meeting, Thursday September 17, 2020, Virtual Call

12:30 – CALL TO ORDER

Meeting called to order at 12:35

Directors Present

Student-at-Large (meeting chair)..... Fatima Al-Roubaiai
Director-at-Large..... Kai Rogers
Faculty of Science Representative Arshdeep Purba

Directors Absent

Faculty of Arts Representative Cody Isaac (Leave of
Absence)
Board of Governors Representative (*ex-officio*) Jassim Naqvi

Staff Present

General Manager..... Lori Stevenson

1. ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It's important that we understand that we are very privileged to be living, working, and learning in these territories that are not our own.

2. ADOPTION OF AGENDA

20/09/17.01 MOTION
Rogers/Stevenson
Be it resolved that the agenda be adopted.
CARRIED

20/09/17.02 MOTION
Stevenson/Rogers
Be it resolved that the minutes of the meeting held August 20, 2020 be adopted.
CARRIED

3. PRESENTATIONS

4. OLD BUSINESS

5. NEW BUSINESS

5.1 Introductions and update on membership of Oversight Committee.

- Cody is on leave. Will ask Jassim if he can stay on in the interim.

5.2 Latest timesheets reviewed – no concerns at this time. Plan to review this process at the start of each of the Exec Reviews for consistency.

5.3 Monthly work summaries reviewed – no concerns from July.

5.4 Trimester Review – feedback on individual exec progress reports consolidated from all OC members. Random assignment of OC members to lead Exec reviews. Scheduling confirmed for week of Sept 28, 2020.

5.5 Review of next steps

6. INFORMATION ITEMS

7. ADJOURNMENT

MEDIA FUND COMMITTEE MEETING MINUTES
UBC Students' Union Okanagan
Media Fund Meeting, September 17, 2020, Virtual Call

12:00 – CALL TO ORDER
Meeting called to order at 12:03

Members Present

Vice-President Campus Life (meeting chair)
Vice-President Internal
Director- At-Large
Heatwave Radio Representative
Heatwave Radio Representative
The Phoenix Newspaper Representative

Ahmed Fayed
Tashia Kootenayoo
Kai Rogers
Meredith Lister
Austin Makamba
Carolina Leyton

Members Absent

Staff Present

General Manager

Lori Stevenson

1. ACKNOWLEDGEMENT OF TERRITORY

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2. ADOPTION OF AGENDA M/ KOOTENAYOO S/ ROGERS

3. PRESENTATIONS

3.1 Phoenix Budget

4. OLD BUSINESS

5. NEW BUSINESS

5.1 Future of Heatwave

Fayed overviewed the history of the media fund recipient and the need for restructuring of this organization as an SUO Media outlet. He discussed the individual meeting with the organization and reviewed the options presented to Heatwave for possible avenues going forward.

Lister identified the 'merging' of the both media organizations as a way to improve the services for students in terms of accessibility. She discussed the primary issue of this option was the length of a structural transition and licensing regulations.

Layton argued that her organization was already transitioning as a result of the COVID-19 pandemic and limitations in the new normal. She further added that their staff had already received training. In addition, she was concerned with adopting a new format and merging two organizations with different internal processes not realistic in terms of capacity.

Kootenayoo reiterated that the new online formats and other factors mean a slower year for everyone. She noted that there is never an optimal time to make restructuring changes and that this process would be lengthy and require adaptability.

Stevenson relayed that the need for restructuring of both organizations was brought up at the previous years' media fund meeting. She further explained that commitments to change were made by both parties and we needed to be accountable to that.

There was discussion from various parties on not being aware of these conversations or not recalling the specifics of this discussion. Rogers then led the discussion towards accountability to our organizations histories. He added that it is the responsibility of each leader to be knowledgeable of conversations that occurred prior to their term. Lister argued that she has been a part of her organization for many years and could not recall this.

Layton resituated the conversation and reminded the committee that her issue was with the timeline of this transition and the funding increase it would require.

Lister continued that partial spending for Heatwave had occurred. She also presented the focus of the organization for this year and that there has been an increase in student involvement.

Kootenayoo replied that it was understandable that the committee would need to allocate more money if the merging were to occur this fiscal year. However, she also presented the argument that perhaps the niche focus of Heatwave and their current student engagement was more representative of a Student Association (club) than a media organization.

Stevenson agreed to both parties that transitioning would be difficult in terms of funding and other factors. She also believed that the student association structure would function better for HeatWave and have long term benefits. In addition, she believes that it would simplify the way their organization operates with the SUO and be sustainable.

Layton discussed that the Phoenix's current transition is already presenting issues of communication and adding more changes would be increasingly difficult. She agreed that adapting the Student Association format for Heatwave would be the best way to proceed.

Rogers added that the Student Association structure allows for independent funding with systems that will allow growth of the organization (Heatwave).

Fayed notified Lister that any funds pertaining to Heatwave that have accumulated this summer would be reimbursed following the meeting. Stevenson agreed to assist if necessary and that she would ensure that funds were allocated for this purpose.

Fayed made note to inquiry with the Finance Operations Manager on how to proceed with the reimbursement to Lister.

Kootenayoo noted that Heatwave would need to attend the Student Association Orientation and be in contact with her on how to proceed forward.

Lister agreed to attend if the information was sent in a timely manner. She also would need more information on how the transition would work.

Kootenayoo replied that she would meet with her staff partner Izzy Rusch to continue this process in time for funding.

5.2 Whereas, the Phoenix Newspaper has signed the Terms of Agreement with the SUO of UBC;

Be it Resolved that the Media Fund Request for the Phoenix Newspaper be approved and distributed per the terms and conditions of that agreement.

M/ LAYTON
S/ KOOTENAYOO

All in favor
Motion Carried.

6. ADJOURNMENT 1:00 PM



SUO
Students' Union
UBC Okanagan

RE: Historical Neglect of The Indigenous Student Council

For several years now, the Indigenous Student Council (ISC) has been serving the Indigenous community of UBC Okanagan as an official resource centre of the SUO. Since their establishment, there have been significant shortfalls on the part of the SUO in maintaining this resource centre, keeping open lines of communication, consulting and collaborating on initiatives to support our Indigenous membership. We acknowledge it is our responsibility to provide fair and equitable systems of support for our Resource Centres and will formally begin a process to review the faults in the current structure in which they exist.

In recognition of this, the 2020-2021 SUO Board of Directors would like to apologize to the Indigenous community at UBC Okanagan for the historical neglect of Indigenous Students and the lack of maintenance and support of the Indigenous Student Council.

Our organization is committed to building a strong partnership with Indigenous Students and the ISC. As a part of this commitment to decolonization, we will be prioritizing the implementation of Indigenization of our internal structures and processes. We also commit to advocating for change within the structures of higher education in which we are embedded.

As a sign of the commitment we will be adhering to all of the calls to action as outlined in the ISC's letter. We will also be implementing and adhering to UBC's Indigenous Strategic Plan - specifically the need for Indigenous voices in all structures of leadership. Our Board looks forward to pulling together to reconcile and strengthen our relationship with our Indigenous membership to better serve them in the future.

On behalf of the Students' Union of UBC Okanagan