

BOARD MEETING AGENDA

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students
Board of Directors Meeting, March 17, 2021, Virtual Call

15:00 – 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	<i>vacant</i>
Director at Large.....	Kai Rogers
Director at Large.....	Jakson Pashelka
Director at Large.....	Taha Ilyas
Director at Large.....	Rohan Dabral
Faculty of Arts and Social Sciences Representative	<i>vacant</i>
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
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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

21/03/17.01 MOTION

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Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

21/03/17.02 MOTION

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Be it resolved that minutes of the meeting held March 3, 2021 be adopted.

4. PRESENTATIONS

4.1 Budget

5. MONTHLY REPORTS

21/03/17.03 MOTION

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Be it resolved that the Executive Director Reports for the month of February be adopted.

6. COMMITTEE BUSINESS

6.1 Executive Committee

21/03/17.04 MOTION

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Be it resolved that the minutes of the meeting held March 10, 2021 be adopted.

6.2 Finance Committee

21/03/17.05 MOTION

Wahab/

Be it resolved that the minutes of the meeting held March 2, 2021 be adopted.

6.3 Policy Committee

21/03/17.06 MOTION

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Be it resolved that the minutes of the meeting held February 24, 2021 be adopted.

6.4 Campus Life Committee

6.5 Campaigns Committee

6.6 Oversight Committee

7. REPORT ON UNIVERSITY RELATIONS

7.1 Board of Governors

7.2 Senate

7.3 Other University Committees

8. INFORMATION ITEMS

8.1 Long Term Strategic Plan

8.2 Next Board Meeting Date

9. ADJOURNMENT

Executive Director Work Summary

Ali Poostizadeh – President

Report Period: February 2012/21

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

- Student Experience Survey Meeting with Aaron White, Shauna-Lee Hildred, and Lori Stevenson to discuss producing a report.
- Participated in Executive Review Session with Kai Rogers and Lori Stevenson.
- Meeting with Lori Stevenson and Aaron White in order to determine operating software for the SUO website. It was determined the site will be built on Wordpress.
- Meeting with Dale Mullings, AVP Students, to discuss winter semester, and SUO capital project committee establishment.
- 1:1 with Lori Stevenson. General discussion around SUO operations.
- 1:1 meeting with Kelso Kennedy, Redstamp CEO to discuss SUO website.
- Meeting with the Electoral Committee regarding election planning and promotion.

Week 2

- Executive Information session with prospective SUO Executive candidates.
- 1:1 meeting with Arshdeep Purba, Kai Rogers, and Ahmed Fayed to initiate conversation regarding Executive Review.
- SUO Executive Meeting.
- 1:1 with Lori Stevenson. General discussion around SUO operations.
- Meeting with Rob Einarson, AVP Finance, Shannon Dunn, Dale Mullings, and Lori Stevenson to discuss capital project.
- Meeting with Dale Mullings, Cole Evans, AMS President and Keith Hester, AMS GM to negotiate distribution of fees for students participating in the UBC ILS program.

Week 3

- Meeting with Natalie Walliser, UBC Capital Planning and Dale Mullings to discuss renovation of the Arts Atrium as per mandate of last Executive Committee.
- Reading week.

Week 4

- UBC Alumni Advisory Council quarterly meeting.
- 1:1 with Lori Stevenson. General discussion around SUO operations.
- SUO Executive Meeting.
- Meeting with Sarah Campbell, AlumniUBC, to discuss SUO scholarships and potential further collaboration.
- Meeting with the UBC IPS team to discuss participating in their upcoming BIPOC networking night.
- Meeting with Redstamp and Lori Stevenson, General Manager to discuss next steps on SUO website.

Executive Director Work Summary

Taylor Dotto – Vice President External

Report Period: February 2020/21

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Week 1

- VP External Review with the Oversight Committee
- Weekly 1:1 with the Advocacy and Governance Coordinator
- Research and planning for the Water Bottle Share Program
- Discussions with the Advocacy and Governance Coordinator regarding the OER Champions Event

Week 2

- Information session with candidates for the 2021/2022 SUO Election
- Meeting with Ali from Carleton University to discuss the proposed tuition increase
- Weekly 1:1 with the Advocacy and Governance Coordinator
- Executive Committee meeting
- Planning the marketing for the Water Bottle Share Program

Week 3

- Created promotion video for the OER Champions Event

Week 4

- Discussions with the VP External Candidates
- Weekly 1:1 with the Advocacy and Governance Coordinator
- Executive Committee Meeting
- Meeting with the Nechako Food Services Working Group
- Meeting with Gary Hartung to discuss implementation of the Water bottle Share Program
- Ordered the bottles for the program and finalized the artwork

- Working on BCFS Executive report
- Planning the OER Champion Event

Executive Director Work Summary

Abid Wahab – VP FINANCE

Report Period: February 2020/21

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Week 1

- Meeting with Leanne; discussions related to certain expenses
- Prepared budget progress documents
- Began communications with each executive regarding their plans with their budget lines
- Finalized the Student Association Funding report
- Meeting with various SA leaders regarding funding
- Signing and approving expenses

Week 2

- Meetings with VP Finance candidates
- Started work on creating the budget projections document
- Began discussions with each executive about their budget lines and projected expenses
- Meeting with Lori; bi-weekly 1:1
- Discussions with RBC Dominion Securities regarding investments
- Communications with each business manager regarding their monthly business plan; received and compiled report
- Attended the All Candidates Meeting
- Signed and approved expenses

Week 3

- Reading break

Week 4

- Discussions with VP Finance candidates
- Prepared the 2021 Budget Expense Projections document
- Communications with each exec regarding their budget lines
- Meeting with Lori
- Discussions with Nancy from UBC Awards
- Meeting with Leanne
- Attended and presented the budget projections at the board meeting
- Meeting with board members regarding budget discussions
- Signed and approved expenses

Executive Director Work Summary

Tashia Kootenayoo– Vice President Internal

Report Period: February 2020/21

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Week 1

- First Virtual Expo planning, facilitation(x3) and Freida Whales event content creation and hosting
- Met with Fayed, Stevenson and Rogers to discuss SUO Media Fund
- Research for TOR, student media, code of conduct and chairing policy committee
- Met with Stevenson and White to discuss Tax Clinic 2021 facilitation

Week 2

- Mental Health on campus discussion with Stevenson and IPS
- Candidate session for SUO Elections
- SUO and Ombuds office monthly meeting to discuss student issues surrounding academics.
- Health Plan working group meeting

Week 3

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Week 4

- Sexual Violence and Misconduct forum planning meeting with BCCampus and Ministry of Education
- Bi-weekly Policy meeting on code of conduct, student association regulations and more.
- Meeting with Health partnership.
- Co-Chaired Resource Centre advisory committee.

FINANCE COMMITTEE MEETING AGENDA

Students' Union Okanagan of UBC
Finance Committee Meeting, March 2, 2021, Virtual Call

13:02 – CALL TO ORDER

Meeting called to order at 13.02

Committee Members Present

Vice-President Finance (meeting chair)..... Abid Wahab
Director-at-Large..... Rohan Dabral
General Manager..... Lori Stevenson
Finance Manager..... Leanne Smailes
President Ali Poostizadeh
Director-at-Large..... Taha Ilyas

Committee Members Absent

1. ACKNOWLEDGEMENT OF TERRITORY

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2. ADOPTION OF AGENDA

21/3/2 MOTION
Be it resolved that the agenda be adopted.
Moved:
Seconded:
CARRIED

3. PRESENTATIONS

4. OLD BUSINESS

5. NEW BUSINESS

6. INFORMATION ITEMS

6.1 SUO Budget Surplus, Awards, and Capital Modifications

Wahab presented the SUO budget surplus document along with projections of where the budget will stand end of May. Wahab requested what the FC members thought was an appropriate reserve ratio. Smailes provided input on how much to maintain in the reserves and how much to disburse. All members provided input on what to prioritize. Poostizadeh commented on UBC's plans. Consensus was reached that the SUO should contribute portions of the surplus to bursaries, financial aid, scholarships, and capital items.

7. ADJOURNMENT

Meeting adjourned at 13.53.

POLICY COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC
Policy Committee Meeting, February 24st, 2021, Virtual Call

11:00 AM – CALL TO ORDER

Meeting called to order at

Committee Members Present

Vice-President Internal (meeting chair)	Tashia Kootenayoo
Board of Governors Representative (<i>ex-officio</i>)	Jassim Naqvi
Student-at-Large	Fatima Al-Roubaiai
Director-at-Large.....	Kai Rogers
General Manager.....	Lori Stevenson
Membership Outreach Coordinator	Izzy Rusch
Advocacy Governance Coordinator	Sarah Furgason
Faculty of Science Representative.....	Arshdeep Purba
Student-at-Large	Mrinaal Tomar

Committee Members Absent

Director-at-Large..... Jakson Pashelka

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2. ADOPTION OF AGENDA

3. PRESENTATIONS

3.1 Course Union Survey

Rusch provided a presentation a draft survey for Course Unions elections process. The purpose of the survey is for the committee to gain a better understanding of what these groups are doing and if the SUO elections procedures and regulations are applicable to them.

Rusch outlined issues with the current regulations and procedures such as not hosting an election, not having a CRO and or sharing their election procedures with the SUO Kootenayoo discussed that the SUO acquiring "SimplyVoting" will mean that the regulations must be amended and as such, the survey will help illuminate gaps and aid in these necessary gaps.

Stevenson and Rogers discussed whether there was need for our regulations to be applied to all course unions or if they required a different set of policies. Both wanted to have more research conducted on similar SU's course union elections.

Naqvi wondered if these individual groups are unable to get a CRO, would it make sense have the SUO standing CRO facilitate these elections.

Stevenson countered that there is issues of CRO capacity and if these CU elections should maintain their own independence from the SUO.

Rogers interjected that smaller societies should still be mandated to follow the elections and other SUO procedures such as needing at least fifteen members.

Kootenayoo and Rusch, concluded that the survey was meant to begin the process of addressing all these issues. More discussion will occur upon further results.

4. OLD BUSINESS

4.1 Code of Conduct

Kootenayoo reviewed the proposed changes to the code of conduct. An issue that she asked for feedback on was the facilitation of training for Board of Directors members. She wanted the groups feedback to ensure this wasn't only the responsibility of the GM. Stevenson discussed how many portfolios are involved as they have relationships with the various UBC partners that facilitate these trainings.

Naqvi suggested that the training process needs to be consistent and improved every year to ensure it is effective and as such, a staff member must be involved in the process.

The group decided it would an executive committee responsibility alongside the General Manager as it would foster teamwork and accountability.

5. NEW BUSINESS

6. INFORMATION ITEMS

6.1 Roundtable

Stevenson motioned discussion on Housekeeping clauses in the regulations around the media fund and necessary amendments in regard to changes that were already approved, such as HeatWave becoming a student association.

7. ADJOURNMENT