

BOARD MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Board of Directors Meeting, June, 9th, 2022, Zoom

Called to order at 18:35

Directors Present

President (meeting chair)	Jakson Pashelka
Vice-President External	Cade Desjarlais
Vice President Finance and Administration	Vrushank Kekre
Vice-President Internal	Dhruv Bihani
Vice-President Campus Life	Danial Asif
Director at Large	Berat Celik
Director at Large	Aryam Dwivedi
Director at Large	Megan Johnston
Director at Large	Spandan Ghevriya
Graduate Studies Representative	Kirthana Ganesh
Faculty of Applied Science Representative	Akshata Pathak
Faculty of Arts and Social Sciences Representative	Kyle Rogers
Faculty of Creative & Critical Studies Representative	Hanna Donaldson
Faculty of Health & Social Development Representative	Grace Halpin
Faculty of Management Representative	Jes Mindi
Faculty of Science Representative	Maziar Matin Panah
Student Senate Caucus Representative (ex-officio)	Salman (Saami) Hafeez

Directors Absent

Staff Present

General Manager	Jason Evans
Governance Coordinator	Bri Fedoruk
Administrative Coordinator	Sarah Speier
Well Manager	Michael Ouellet

Guests

The Phoenix	Sam Grinnell
The Phoenix	Rachel Pickard

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 is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

22/06/09.01

Johnston/Asif

Be it resolved that the agenda be adopted.

Carried

Maziar joined at 6:37

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

22/06/09.02

Ghevriya/Pathak

Be it resolved that minutes of the meeting held May 5th, 2022 be adopted.

Carried

4. PRESENTATIONS

4.1 The Phoenix

Grinnell introduced himself and introduced that he would like to vote on the budget for the Phoenix. He mentioned that this summer they are looking at the bylaws and community engagement. The Phoenix is seeking a larger budget this year to expand the Phoenix to function on a higher level than they ever have before. This would allow them the ability to grow this year, and within the next three to five years they could be working on becoming independent, and working less with the SUO. They have worked with Jason Evans and others on this, and this proposal is coming to the Board with their endorsement already, they are in the final stages of approval.

Pashelka directed members to look at the agenda package to view the proposal.

Johnston proposed two questions for Grinnell, what are the top two expenses expected to be? And do you have any updates on the new position that you had spoken of?

Grinnell responded that honoraria and print are the top two expenses. Print gets into the hands of the students, and it works really well. He stated that he believes this is part of the success over the last year. He continued that they are waiting for the budget to be approved before moving forward with the hiring process.

Johnston stated that roughly ten thousand dollars (\$10,000) is going to be going to printing, and fifty-eight thousand dollars (\$58,000) to honoraria. Also, they are bringing in Indigenews – a local indigenous media group for training.

Ghevriya wanted to ask specifically about printing. She sees that students respond to the newspaper, but she notes that there were later editions that were left in bundles

and unread on campus.

Grinnell responded that this was the first year back to print after the pandemic, and the last editions were perhaps sent out a little late in the semester, and students were done with campus at the end of their terms. They would work on the clean up process.

Bihani posed a question about events and the Phoenix, do they cover events for the SUO?

Grinnell is pitching the new hire as a multi-media person who would cover all of the SUO events, but also to report on topics that are related to the SUO.

Desjarlais wondered what they expected to see, considering that they are a subsidiary of the SUO, how is that process supposed to go?

Grinnell said that it would be down to the internal government strategy, with faculty representatives, who would be able to discuss how this goes. These funds would be put into a bank account to establish a non for profit.

Desjarlais said that he does not understand how we can approve a certain amount of funds without any current means of internal governance structure.

Grinnell said that part of this is to add to the funds that help us operate over the summer, so that we have both starting up.

Kekre wonders if there is a mechanism to track how many papers are being picked up, and whether there are

Grinnell responds that they have no numbers, just anecdotal evidence from professors picking it up and showing stories in class. He has been hearing the paper being talked about in a way that it has not before on campus.

Kekre asked whether there is any want to utilize the funds to partially get an online database set up.

Grinnell said that there is something really fun about having a physical paper, and he thinks that students appreciate it.

Evans stated that every year the SUO puts aside money for the Media Fund, the ask from the Phoenix would be taken from this fund, not from the larger SUO budget. The Phoenix would have to provide us with two reports to explain what have done with those funds. In the next three to five years, we would see them start to become separate from the SUO, this is the beginning of the process.

Asif said that he thinks it is really important that the Phoenix be separate from the SUO in order to maintain transparency, and avoid conflicts of interest. The media fund committee would meet every month to discuss the progress with the Phoenix.

Desjarlais called a Point of Order about the comments in the zoom chat taking over the speakers list.

Mindi agrees with Grinnell's physical copy idea, but what did you learn after handing out excess papers? What are your plans for extra papers in the future.

Grinnell said that some go into the archive in the library. The other part is that when the new issues come out, the old ones would be distributed in other areas around Kelowna. This would help them get the word out more, there are students everywhere, so coffee shops and the capital news centre would be great places to start.

Rogers spoke to how the Phoenix is wanting to become more independent. He knows a couple students have kind of talked about how they are maybe worried that the Phoenix can't publish everything based on the idea that the SUO is paying for them, and that they may be incentivized to not critique the SUO because of where they get their funding. I don't know if this is the right spot to talk about it, but having something written down that prevents this from happening like bylaws or regulations is important.

Grinnell said that this would be taken into consideration, and put into the bylaws in the future. We can write on topics now that could be perceived as critiquing the SUO based on our mission statement, but they see the issue, and are looking at it.

Ganesh stated that this is a great jumping off point from what Grinnell has said. There has been a crossed relationship, but in the last board we gave them some strict accountability, and they followed through, so I think we can move forward and do it again. There is also always space to stop and check the progress, but in terms of the growth from last year, she supports their growth.

Rogers wanted to know if there was an archive.

Grinnell replied yes, there was a special library on campus it was kept.

4.2 First draft of the annual operating budget of 2022-23

Kekre presented the agenda first: UBCSUO Income Review – a large chunk of the SUO income comes from our membership fee. The exact amount was displayed. We would have eleven thousand (11,000) students coming in this year. Society operation expenses, our major expenses, are coming from employee wages and benefits to provide excellent services to our growing student population. Moving on to Campus Life Expenses, majority of our expensure came from student association grants. Moving on to student services expenses, some of these sections are empty, which is why there are multiple items in the legend, and only two represented in the pie chart. Advocacy expenses, the majority of the expenses from the resource development. An overall summary of all of the expenses was presented.

Johnston asked if we are able to view the report. You said that the biggest expense was from student grants? Is it true that all the scholarships have not been awarded?

Kekre said that the funds are usually not from there, but from clubs.

Johnston wonders if UBC's budget outline states their financial breakdown?

Kekre could not answer this as this is not a part of the SUO.

Ganesh wonders what services do we offer in terms of advocacy?

Kekre responds that last year's budget was around seventy-two thousand (\$72,000), and that they were looking to do some extra reports.

Mindi wanted to remind everyone that the pie charts would be changing, and that this was a first draft, so we are open to changing it at a later date.

Evans stated that the presentation was not being shared because it was too early to finalize the numbers, and they are subject to change. This was evaluated by last year's budget. We are attempting to avoid a wide gap of a loss, so to speak. The draft is in our bylaws so that we can have a solid conversation in July. That was when we would get the actual numbers.

Hafeez asked Kekre to go back to the slide with the Ombudsman. What does that

entail?

Kekre replied that Ombuds services are services that UBC and SUO provide together to assist the students. Together they would be covering the pay cheque for the person who would be the Ombudsman.

Evans states that it was a partnership between UBC and SUO. A collaborative approach, we provide a fraction of the salary, about thirty thousand (\$30,000) on our end. I think it was a five (5) year contract, and after it would be renegotiated at that time.

Hafeez replied that he always thought the Ombuds person was a UBC hire only. He did not realize that the Advocacy position was not the same position. Why are we funding both of these positions?

Evans replied that the SUO lobbied for this role, and they promised that they would pay for some of that role. The Vancouver campus has had an advocacy position, but we have not had one as long. Issues that the Ombuds person cannot take on, our Advocacy Coordinator takes on those cases.

Hafeez replied that in the future it may be worth discussing assimilating those roles.

Ghevriya stated that she got a little confused by the last discussion. What does the Ombuds person do?

Evans replied that they help with a number of cases, like inaccessibility, professors not acting in the best interest of the student, a variety of things, all the way up to personal matters that may arise between the university and the counterpart. They prepare students on judiciary hearing on how their grades should be taken. Anything that a student has an issue with, that they needed resolved.

Ganesh wanted to add that the reason that we split cost, precisely so that they can remain neutral. The Ombuds person is a neutral force between student and system.

Hafeez stated that the committees hear appeals to academic and non-academic matters. The process was bureaucratic, and the Ombuds person assists the student to prepare for the hearings.

Johnston wanted to add some more information to directors and students. She has heard about students accessing legal advice, confidentially, and free.

5. OLD BUSINESS

6. EXECUTIVE REPORTS

7. COMMITTEE BUSINESS

7.1 Executive Committee

22/06/09.03

Pashelka/Dwivedi

Be it resolved that minutes of the meeting held May 25th, 2022 be adopted.

Carried

7.2 Finance Committee

22/06/09.04

Kekre/Rogers

Be it resolved that minutes of the meeting held May 31st, 2022 be adopted.

Carried

7.3 Policy Committee

22/06/09.05

Bihani/Mindi

Be it resolved that minutes of the meeting held May 24th, 2022 be adopted.

Carried

22/06/09.06

Bihani/Johnston

Be it resolved that the Graduate Student Committee adopt the following policies:

1. The mandate of the Committee is to review, facilitate consultation of the Members, and advise the Board of Directors on the issues faced by graduate students on the Okanagan campus.
2. The Committee shall meet at least once a month to discuss the concerns of graduate students or other graduate student matters
3. The Committee Members shall consist of the:
 - a. Graduate student representative
 - b. Governance coordinator (or a staff member recommended by the General Manager in the absence of a coordinator)
 - c. At least one (1) and up to nine (9) graduate student(s) at large
 - d. One member of the executive committee, to be decided by the chair
4. The graduate student representative shall serve as the chair of the committee. In the absence of a graduate representative, a member of the executive committee shall serve as the chair of this committee
5. The chair of the committee shall be responsible for sharing meeting minutes
6. Graduate student committee shall create and maintain a guiding principles document that adheres to SUO's vision and mission statements and documents the plans and goals of the GSC.

Ganesh motivated that there was also now a GSC which would be a standing committee, it used to be ad hoc, which means it could be dissolved easily at any time with a simple majority vote. We decided to close the loop to make this committee closer to the other standing committees by having an executive member as a part of the committee. We kept it vague to keep it flexible and to not add to one particular executive's work load.

Rogers wanted to know about the text of the policy. At the very end, should we change GSC to Graduate Student Committee.

Rogers/Bihani

Rogers moved to cross out 'GSC' and replace it with 'Graduate Student Committee'

Carried

Mindi wondered how would the flow happen with different executives filling in the role as an executive member. How would we make sure that this specific policy would last?

Bihani said that Ganesh and him had discussed this before. There would be a director

who regularly comes, and if they cannot make it, they would be responsible for someone covering them.

Bihani/Johnston

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4. The graduate student representative shall serve as the chair of the committee. In the absence of a graduate representative, a member of the executive committee shall serve as the chair of this committee
5. The chair of the committee shall be responsible for sharing meeting minutes
6. Graduate student committee shall create and maintain a guiding principles document that adheres to SUO's vision and mission statements and documents the plans and goals of the Graduate Student Committee.

Carried

22/06/09.07

Bihani/Mindi

Be it resolved that the policy:

Regulation 38: Executive Directors shall submit timesheets indicating hours worked to the Oversight Committee. Timesheets shall be due, and honoraria shall be paid in accordance with the payroll schedule for employees of the Student Union.

shall be changed to the following:

Executive directors shall submit a monthly report indicating the amount of work they have done in that month to the Oversight Committee. If the report is not submitted, there is a grace period of forty-eight (48) hours, and if the report fails to be submitted within the grace period, the honorarium for the following month shall be suspended. Honoraria shall be paid in accordance with the payroll schedule for employees of the Student Union. Under extreme circumstances, this grace period can be negotiated and it should be communicated with the general manager and the oversight committee who would decide the extent of the emergency, and whether action should be taken or not, and honorarium be thusly suspended.

Bihani motivated that the word "timesheets" go against BC law, because a timesheet implied employment, which is not allowed for these types of positions.

Johnston wonders if this was any different now? Why was this a concern or necessary?

Evans said that in the past that if the executives did not submit their report on time, they would be docked honoraria by every hour. We are not supposed to be docking pay from employees, which they are not. They are being paid an honorarium. The timesheet muddles the treating of executives as directors rather than employees, which they are not, and should not be treated like. The timesheet creates employee status. The whole point of the reports was to keep the directors honest.

Bihani/Johnston

Bihani moved to strike out the word 'monthly' and insert the words 'SUO Executive Monthly'.

Carried

Bihani/Mindi

Be it resolved that the policy:

Regulation 38: Executive Directors shall submit timesheets indicating hours worked to the Oversight Committee. Timesheets shall be due, and honoraria shall be paid in accordance with the payroll schedule for employees of the Student Union.

shall be changed to the following:

Executive directors shall submit an SUO Executive Monthly report indicating the amount of work they have done in that month to the Oversight Committee. If the report is not submitted, there is a grace period of forty-eight (48) hours, and if the report fails to be submitted within the grace period, the honorarium for the following month shall be suspended. Honoraria shall be paid in accordance with the payroll schedule for employees of the Student Union. Under extreme circumstances, this grace period can be negotiated and it should be communicated with the general manager and the oversight committee who would decide the extent of the emergency, and whether action should be taken or not, and honorarium be thusly suspended.

Carried

22/06/09.08

Bihani/Mindi

Be it resolved that the policy:

Regulation 39: Directors shall submit timesheets indicating hours worked to the General Manager for approval from the Executive Committee. Timesheets shall be due, and honoraria shall be paid in accordance with the payroll schedule for employees of the Student Union.

shall be changed to the following:

Directors shall submit a monthly report indicating the amount of work they have done in that month to the General Manager for approval from the Executive committee. If the report is not submitted, there is a grace period of forty-eight (48) hours, and if the report fails to be submitted within the grace period, the honorarium for the following month shall be suspended. Honoraria shall be paid in accordance with the payroll schedule for employees of the Student Union. Under extreme circumstances, this grace period can be negotiated and it should be communicated with the general manager and the executive committee who would decide the extent of the emergency, and whether action should be taken or not, and honorarium be thusly suspended.

Bihani motivated that the laws are also being broken here, so we are righting it in the

same way.

Mindi wanted to ask a question about the amount of work, how does one count this? How do we note our work for some of the more arbitrary or future activities?

Evans replied that if you worked, just list the projects that you have been working on. If you meet with the General Manager, you can note this. That was also a part of working.

Ghevriya wonders was there a date that we have to work with?

Bihani/Johnston

Bihani moved to strike out the word 'monthly' and insert the words 'SUO of UBC Director Monthly'

Carried

Johnston wanted to mention that a good way to record your hours and your work was while you are doing it, so that you have it all available, rather than looking back for it.

Rogers wanted to talk about how you do not have the dates set yet. Once you do, would we be amending the policy again to put it in the policy specifically? Was there a reason we cannot make an amendment now to choose a date?

Evans replied that it was operational. The operations can set a date, but the dates can change depending on a couple of factors. It was good to keep it open ended, and then the committees set up in place.

Ghevriya wonders if we would have to give a monthly report for May?

Bihani replied that we would start from June.

Evans concurred, but also added that you may note things that you did in May.

Ghevriya wanted to know that when we are talking about the work that we have done, are we including informal conversations?

Evans replied that you should aim to keep it to formal meetings, but causal conversations are not necessary.

Bihani/Mindi

Be it resolved that the policy:

Regulation 39: Directors shall submit timesheets indicating hours worked to the General Manager for approval from the Executive Committee. Timesheets shall be due, and honoraria shall be paid in accordance with the payroll schedule for employees of the Student Union.

shall be changed to the following:

Directors shall submit a monthly report indicating the amount of work they have done in that month to the General Manager for approval from the Executive committee. If the report is not submitted, there is a grace period of forty-eight (48) hours, and if the report fails to be submitted within the grace period, the honorarium for the following month shall be suspended. Honoraria shall be paid in accordance with the payroll schedule for employees of the Student Union. Under extreme circumstances, this grace period can be negotiated and it should be communicated with the general manager and the executive committee who would decide the extent of the emergency, and whether action should be taken or not, and honorarium be thusly suspended.

Carried

7.4 Campus Life Committee

22/06/09.09

Mindi/Johnston

Be it resolved that minutes of the meeting held May 30th, 2022 be adopted.

Carried

7.5 Campaigns Committee

22/06/09.10

Desjarlais/Johnston

Be it resolved that Grace Halpin be appointed to the Campaigns Committee

Carried

22/06/09.11

Desjarlais/Johnston

Be it resolved that Hanna Donaldson be appointed to the Campaigns Committee.

Carried

22/06/09.12

Desjarlais/Ghevriya

Be it resolved that Twinkle Hora be appointed as a student at large to the Campaigns Committee.

Dhruv wanted to ask how he appointed these people.

Evans replied that they would have to submit a letter to the Governance Coordinator, who would work with the chair to choose a student at large.

Hafeez wanted to know about how the students who do not use Instagram would know about the position postings?

Evans replied that we have a communications manager who places the call on our social media.

Ganesh wanted to add that the Graduate Student Committee works with the Governance Coordinator to interview and ask questions, to which we would reward points, and compare.

Rogers called the question.

Carried

22/06/09.13

Desjarlais/Ghevriya

Be it resolved that Ash Marin be appointed as a student at large to the Campaigns Committee.

Carried

7.6 Oversight Committee

7.7 Graduate Student Committee

22/06/09.14

Ganesh/Johnston

Be it resolved that minutes of the meeting held May 30th, 2022 be adopted.

Ganesh moved to cross out '30' and replace it with '6.'

Carried

Be it resolved that minutes of the meeting held May 6th, 2022 be adopted.

Carried

22/06/09.15

Ganesh/Johnston

Be it resolved that the Graduate Student Committee honoraria be dispersed as follows:

Rina Garcia Chua	\$50
Vikas Kumar	\$50
Anne Claret	\$100
Nibirh Jawad	\$100
Emily Comeau	\$100

Ghevriya wanted to know what this was and why they are different?

Ganesh replied that Graduate Students get honoraria and are paid per meeting they attend.

Carried

7.8 Media Funds Committee

22/06/09.16

Dhruv/Mindi

Be it resolved that minutes of the meeting held May 11th, 2022 be adopted.

Carried

22/06/09.17

Asif/Johnston

Be it resolved that the Terms of Agreement put forth by the Phoenix News in collaboration with the Media Fund Committee on behalf of the Students Union Okanagan be accepted; be it further resolved that allocation of funds in the amount of seventy-one thousand three hundred and seventy-five dollars (\$71,375) be allocated to the Phoenix News as recommended by the Media Fund Committee.

Hafeez wanted to know more about the archives and leftovers. He was assuming that all the leftovers would not be put into the archive, so what was the environmental impact? Are you ensuring that they are recycled?

Grinnell responded that they get distributed a lot, they have a long-life span, which was important for environmental issues. There was also a recycle fee associated which helps to offset the impact. The subject matter also should be considered, since many of the topics within focus on environmentalism.

Carried

8. REPORT ON UNIVERSITY RELATIONS

8.1 Board of Governors

The next Board of Governors Meeting would take place in-person in the Okanagan, Wednesday, June 29th

In accordance with the Board's meeting rules, members of the public who wish to attend an open meeting of the Board of Governors must register at least two days in advance of the meeting. Please email: board.secretariat@ubc.ca to register your attendance.

8.2 Senate

8.3 Other University Committees

9. NEW BUSINESS

10. INFORMATION ITEMS

10.1 SUO Day

Mindi spoke of the club expo, and while she was there, it was hard to distinguish the SUO from the clubs. We should make ourselves known during the expo.

Evans replied that this was a brilliant idea. We can work on that and present it to the board. We have been working on this. Mentors and mentees, staff would be a part of this as well.

Ghevriya added that if we are having this day, it should be planned and it should be big.

10.2 Call for Board Members to Attend SAGM at the BCFS General Meeting

July 14th – 17th in Richmond.

11. ADJOURNMENT

Adjourned at 20:58