

# BOARD MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students  
Board of Directors Meeting, February 12<sup>th</sup> at 6:30 pm, 2024, Team

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## Directors Present

President (meeting chair)	Cade Desjarlais
Vice President Finance and Administration	Osho Gnanasivam
Vice-President Internal	Shreyansh Mehendiratta
Vice-President Campus Life	Uday Gill
Vice-President External	Lakshay Karnwal
Director-at-Large	Twinkle Hora
Director-at-Large	Darsh Alamchandani
Director-at-Large	Aryan Arora
Director-at-Large	Japnit Singh Madaan
Faculty of Health & Social Development Representative	Grace Halpin
Faculty of Management Representative	Rajat Arora
Faculty of Creative & Critical Studies Representative	Hanna Donaldson
Faculty of Science Representative	Sunish Grover
Faculty of Applied Science Representative	Rishan Pfaender
College of Graduate Studies Representative	Anjali Desai
Faculty of Education Representative	Vacant
Student Senate Caucus Representative (ex-officio)	Salman Hafeez (Saami)

## Directors Absent

Faculty of Arts and Social Sciences Representative	Georgia Mayhew
Board of Governors Representative (ex-officio)	Isabella Bravo

## Staff Present

General Manager	Jason Evans
Governance Coordinator	Cecily Qiu

## Staff Absent

Finance Manager	Leanne Smailes
Well Pub Manager	Michael Ouellet
Membership Outreach Coordinator	Izzy Rusch
Communications & Marketing Manager	Becca Evans
Student Advocate	Rachel Fortin
Food Security & Nutrition Manager	Stephanie Patterson

## Guests

Touch Coffee Representatives  
Fits N Bits Representatives

## **1. CALLED TO ORDER AT 6:34 P.M.**

### **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**

24/02/12.01

Gnanasivam/Pfaender

Be it resolved that the agenda be adopted.

Carried.

## **3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

24/02/12.02

Grover/Hora

Be it resolved that the minutes of the meeting held on January 17th, 2024 be adopted.

Carried.

24/02/12.03

Grover/Donaldson

Be it resolved that the minutes of the emergency meeting held on January 24th, 2024 be adopted.

Carried.

## **4. PRESENTATION**

### **4.1 Touch Coffee**

Touch Coffee representatives mainly introduced how the coffee machine works as well as its dimensions, service, cost, maintenance. Gnanasivam asked about the current location of the coffee machine. They stated that they have coffee machines in Okanagan College and Big White. Pfaender asked about how they work with Okanagan College. Desjarlais asked about the level of usage? They provided some sales data at Okanagan College: about 50 cups a day in the main location, and about 100 cups on a busy day. Desjarlais asked if there is any cost at the beginning and any on-going cost, such as a monthly fee. They replied there would be no cost. Desjarlais inquired about the maintenance work. The representative stated that they would like to have someone come to check at least twice during the daytime and once in the evening. Desjarlais stated that they would follow up with them.

## **4.2 Fits n Bits Club**

The representatives introduced the club and how they would work. This would be a content creation club. They would go to the community to ask what students are interested in and what they like to engage in. They post videos and would do some podcasting as well if they get ratified. They cater to the community and let the community guide them. The representatives also pointed out the difference between them and the fashion club, stating that fashion is only a small segment of the club. Board members had a better understanding of the club after the introduction. Halpin asked what benefit they would have to be a club rather than a student group. They replied that joining SUO would help them integrate into campus life and become a part of the community. Karnwal asked about the priority of the club. The representatives stated their priority would be to get input from the community, engage with students, and talk about what students are interested in. Gnanasivam asked about their funding expectation. They stated that they may charge a \$2 membership fee, but they were not motivated by the club funding, and they did not need funding. Pfaender stated that the way in which they would engage with students is awesome and may shake the culture. Halpin reminded them of the importance of communication with UBC and SUO, as UBC and SUO have their staff working on social media, and she did not want to see the club overstep the roles of staff.

## **5. COMMITTEE BUSINESS**

### **5.1 Executive Committee**

24/02/12.04

Pfaender/Halpin

Be it resolved that the minutes of the meeting held on January 17th, 2024 be adopted.

Carried.

24/02/12.05

Hora/Pfaender

Be it resolved that the minutes of the meeting held on January 29th, 2024 be adopted.

Carried.

### **5.2 Finance Committee**

24/02/12.06

Gnanasivam/Grover

Be it resolved that the minutes of the meeting held on November 30<sup>th</sup>, 2023 be adopted.

Carried.

24/02/12.07

Gnanasivam/A. Arora

Be it resolved that the minutes of the meeting held on January 25<sup>th</sup>, 2024 be adopted.

Carried.

Halpin commended Gnanasivam for always considering the values and goals of students before making decisions.

### **5.3 Policy Committee**

24/02/12.08

Mehendiratta/Desai

Be it resolved that Taran Bajaj be appointed to the Policy Committee as a Student at Large.

Mehendiratta stated that one of the Students at Large did not show up at the meetings this term and he needed another voice from students. He had a meeting with Taran and thought him a good fit for the policy committee. Desjarlais asked if that student at large who was not engaged in the committee was still a member. Qiu stated that if a member misses three committee meetings without sending regrets, he/she would be automatically removed from the committee. That student at large so far missed two meetings, so she was still a member.

Carried.

24/02/12.09

Mehendiratta/Karnwal

Be it resolved that the minutes of the meeting held on January 18<sup>th</sup>, 2024 be adopted.

Carried.

24/02/12.10 (Special Resolution)

Mehendiratta/Alamchandani

Be it resolved that [Regulation I:1(e)]

e. "Student at Large" means any Member of the Union, as defined in Bylaw II (2), who is not already mandated to sit on a Committee.

be rephrased as:

e. "Student at Large" refers to any Member of the Students' Union who holds the position of a non-elected representative and participates in various committees within the Union.

Mehendiratta stated that the new definition was more concise in language. He also mentioned that the next policy proposal provided a new regulation/guidance for Students at Large to follow.

Carried.

24/02/12.11 (Special Resolution)

Mehendiratta/Alamchandani

Be it resolved that a new section named Student at Large Responsibilities and Code of Conduct be added after [Regulation I :25], which includes the following policies, to be numbered as needed:

### Student at Large Responsibilities and Code of Conduct

26. Scope of responsibilities of Students at Large includes:

- a. Committee Participation: Students at Large are expected to actively participate in committees they are appointed to and contribute constructively to discussions and decision-making processes.
- b. Voting Rights: Students at Large have the privilege of voting on matters discussed within committees. This right is to be exercised responsibly and in alignment with the best interests of the Student Union.
- c. Advocacy: Students at Large are encouraged to advocate for the diverse needs and concerns of the student body within the scope of their committee assignments.
- d. Information Sharing: Students at Large should communicate relevant information and updates from committees back to the general student body, fostering transparency and inclusivity.

27. Code of conduct of Students at Large includes:

- a. Adherence to Policies: Students at Large are required to abide by all Student Union policies, regulations, bylaws and applicable laws.
- b. Professionalism: Students at Large are expected to conduct themselves with professionalism and respect towards fellow committee members, Student Union staff, and the wider student community.
- c. Confidentiality: Students at Large must maintain the confidentiality of sensitive information discussed within committee meetings and refrain from disclosing such information without proper authorization.

- d. Conflict of Interest: Students at Large must disclose any potential conflicts of interest that may arise in the course of their committee duties and recuse themselves from voting or influencing decisions where a conflict exists.
- e. Attendance: Regular attendance at committee meetings is crucial. In the event of unavoidable absences, Students at Large should communicate in advance to the chair of the committee and, when possible

28. Prior to assuming their responsibilities, Students at Large are required to sign a Code of Conduct acknowledgment, indicating their commitment to upholding the principles outlined in this regulation. Failure to adhere to the Code of Conduct may result in disciplinary action, including but not limited to removal from committee assignments.

Desjarlais/Mehendiratta

Be it resolved that [Regulation I:27 (e)] be amended by striking the words “and, when possible”, so [Regulation I:27 (e)] then reads:

e. Attendance: Regular attendance at committee meetings is crucial. In the event of unavoidable absences, Students at Large should communicate in advance to the chair of the committee.

Mehendiratta stated that the words “when possible” should be included in case of the emergency when members might not be able to inform the chair in advance. Failed.

Pfaender/Donaldson

Be it resolved that [Regulation I:27 (e)] be amended by striking the words “and”, so [Regulation I:27 (e)] then reads:

e. Attendance: Regular attendance at committee meetings is crucial. In the event of unavoidable absences, Students at Large should communicate in advance to the chair of the committee when possible.

Amendment carried.

Carried as amended.

24/02/12.12 (Special Resolution)

Mehendiratta/R. Arora

Be it resolved that a new regulation be added after [Regulation I- Committees:11], to be numbered as needed, which reads as:

The chair of a Committee shall serve notice of the date, time and location of Committee meetings to all Committee Members at least three (3) days in advance of each regularly scheduled meeting. The agenda shall be distributed to Committee Members at least twenty-four (24) hours in advance of each meeting. For a non-regularly scheduled Committee meeting, the notice and the agenda shall be given to Committee Members at least twenty-four (24) hours in advance of the meeting.

Desjarlais asked what a non-regularly scheduled meeting is. Mehendiratta replied that it refers to the emergency meeting. Desjarlais asked if committees need to have emergency meetings. Qiu stated that most committees do not need to have emergency meetings as the chair would consult with members to schedule a meeting. Some committees, such as the executive committee and electoral committee, have emergency meetings. She commended the president for always scheduling the executive meetings far in advance, but she confirmed that there was no policy in the current regulations regarding when to send the notice and agenda of committee meetings.

Carried.

24/02/12.13 (Special Resolution)

Mehendiratta/Pfaender

Be it resolved that [Bylaw IV-General Meetings:6 (d)]:

The following business shall be conducted at the Annual General Meeting:

d. receiving the report of the President and/or the General Manager with respect to the activities of the Students' Union for the previous academic year of the University.

be amended by striking "\or" and adding "and the report of the trainings completed by the Directors, Executive Directors, and the SUO staff" after "the University" so that the Bylaw now reads:

receiving the report of the President and the General Manager with respect to the activities of the Students' Union for the previous academic year of the University and the report of the trainings completed by the Directors, Executive Directors, and the SUO staff.

Qiu confirmed this bylaw change proposal would be presented at the next AGM for approval from the membership.

Carried.

24/02/12.14 (Special Resolution)

Desjarlais/Gnanasivam

Be it resolved that [Bylaw XIII:2]

The financial statements of the Students' Union shall be published annually, no later than the fifteenth (15th) of November of each year, in a Students' Union publication, or any other campus newspaper, and shall be made available at the main office of the Union.

be rephrased as:

The audited financial statements of the Students' Union and the auditor's report shall be published annually after they are approved by the Board of Directors, no later than fourteen (14) days prior to the Annual General Meeting, on the Students' Union website, and shall be made available at the main office of the Students' Union.

Desjarlais stated that it was a proposal following the AGM. The bylaw did not align with the date of the AGM. He moved to amend this motion by adding a subsidiary motion, so they could present this bylaw change to the membership as a referendum.

Desjarlais/Karnwal

Be it resolved that the motion be amended by adding the following subsidiary motion: Be it further resolved that this bylaw change be submitted to the CRO for consideration as a referendum as voted on by the membership.

Amendment carried.

Carried.

24/02/12.15 (Special Resolution)

Karnwal/Donaldson

Be it resolved that the Executive Liquor Policy be approved as attached.

Gnanasivam stated that it was the benefit of Executives, and he encouraged members to review the policy. Desjarlais stated that the Executives could use their funds to buy students alcohol in Well to increase the engagement of students in the events. That practice was poorly tracked in the past. This policy outlined a better process and provided a guideline for this expenditure. Dejarlais stated that with the new policy, this expenditure would be budgeted and would be shown in the budget line. Gnanasivam and Hora both thought that student funds should not be used on alcohol. They did not allow student associations to do this, and the executives should not have an exemption. Mehendiratta stated that he agreed with Gnanasivam, saying that this expenditure is not necessary for the executives except VP Campus Life. However, he thought that the executives could use it for socializing with people to promote events.



11 voted for the policy and 2 (Gnanasivam and Hora) voted against it.  
Carried.

#### **5.4 Campus Life Committee**

24/02/12.16

Gill/Hora

Be it resolved that the minutes of the meeting held on January 16<sup>th</sup>, 2024 be adopted.

Carried.

24/02/12.17

Gill/Desai

Be it resolved that the minutes of the meeting held on January 31<sup>st</sup>, 2024 be adopted.

Carried.

#### **5.5 Campaigns Committee**

24/02/12.18

Karnwal/Donaldson

Be it resolved that the minutes of the meeting held on January 31<sup>st</sup>, 2024 be adopted.

Carried.

#### **5.6 Graduate Student Committee**

24/02/12.19

Desai/Pfaender

Be it resolved that the minutes of the meeting held on December 19<sup>th</sup>, 2023 be adopted.

Carried.

24/02/12.20

Desai/Pfaender

Be it resolved that the minutes of the meeting held on January 19<sup>th</sup>, 2024 be adopted.

Carried.

24/02/12.21

Desai/Pfaender

Be it resolved that the December 2023 and January 2024 Honoraria for GSC Students at Large be disbursed as follows:

GSC: December		
Sr. No	Name of SAL	Amount (\$)
1	Akshta Sharma	50
2	Dina Khrabshesh	50
3	Fatima Canales	50
4	Nibirh Jawad	50
5	Satabdi Das	50
6	Yazdanmehr Gordanpour	50
7	Hammad Ahmad	50

GSC: January		
Sr. No	Name of SAL	Amount (\$)
1	Akshta Sharma	50
2	Dina Khrabshesh	50
3	Fatima Canales	0
4	Nibirh Jawad	50
5	Satabdi Das	50
6	Yazdanmehr Gordanpour	50
7	Hammad Ahmad	50

Carried.

## 5.7 Oversight Committee

24/02/12.22

Halpin/Pfaender

Be it resolved that the minutes of the meeting held on January 16th, 2024 be adopted.

Carried.

24/02/12.23

Halpin/Hora

Be it resolved that the December Executive Reports be adopted as attached.

Carried.

24/02/12.24

Halpin/Mehendiratta

Be it resolved that the minutes of the meeting held on February 7, 2024 be adopted.

Halpin encouraged the members to read the reports. She stated that they had a discussion on January executive reviews at the meeting. Evaluation forms were sent to the executives and their staff partners. They would provide an overview report of executive reviews.

Carried.

24/02/12.25

Halpin/Donaldson

Be it resolved that the January Executive Reports be adopted as attached.

Carried.

### **5.8 Electoral Committee**

24/02/12.26

Grover/Pfaender

Be it resolved that the minutes of the meeting held on February 1<sup>st</sup>, 2024 be adopted.

Carried.

24/02/12.27

Pfaender/Donaldson

Be it resolved that the minutes of the meeting held on February 5<sup>th</sup>, 2024 be adopted.

Carried.

24/02/12.28

Donaldson/Karnwal

Be it resolved that Oscar Munoz Campos and Chad Owens be appointed as Deputy Returning Officers for the 2024 General Election.

Evans stated that those two candidates were interviewed for the CRO position; however, their training and experience were not up to the requirement of the CRO. Campos worked for an information desk of the Election Canada before, and he was a UBC student. Owens worked in the IT industry. Based on their skillset and background, they were recommended for the DRO position. The CRO reviewed their resumes and the electoral committee ratified their appointment before it was brought to the board.

Carried.

### **5.9 Student Association Funding Committee**

24/02/12.29

Gnanasivam/Gill

Be it resolved that the minutes of the meeting held on January 31<sup>st</sup>, 2024 be adopted.

Halpin stated that the meeting last two hours, but not much information was provided in the minutes. She would like to see the minutes tell what they were doing at the meeting.

Carried.

## **6. REPORT ON UNIVERSITY RELATIONS**

### **6.1 Senate**

Hafeez sent the link to the meeting agenda of the senate, and he stated that the meeting minutes had not been published yet. He highlighted the increase of minimum funding for PHD students and stated that the International Partial Tuition Award does not count towards a student's minimum funding package. He introduced some new awards. He mentioned that there was a discussion by the Ombuds Office regarding the challenges that students were facing navigating different policies and procedures. He also introduced the policy of providing academic accommodation for all students' religious Observances and for the Cultural Observances of Indigenous students. Additionally, he informed the board that a human right advisor was hired for Okanagan Campus. Desjarlais stated that the advocacy for a human right advisor from the students' union, from himself was successful. Hafeez stated that he could help connect the human right advisor with the board. At last, Hafeez asked the board for their view towards reading break as a professor told him that students thought having the reading break at the first term cause stress for them. Some members thought reading break was important and good for them.

### **6.2 Board of Governors**

### **6.3 Other University Committees**

Hafeez stated that he was the student representative in the committee finding the next chancellor. He provided some information regarding this role and some updates on their selection process.

## **7. NEW BUSINESS**

### **7.1 Student Association Ratification**

24/02/12.30

Mehendiratta/Pfaender

Be it resolved that Fits n Bits Club be ratified as a new Student Association.

Karnwal stated that the idea behind the club seemed good, but very broad. Hora liked the idea, but she was not sure how they could function as a club.

Mehendiratta mentioned that there was a growing culture of using the social media, and he thought the content creation was innovative. Hafeez echoed with Hora, saying that there were opportunities for content creation through UBCO, for example, the Voice Project where students could take pictures or videos to present how they perceive the campus. Pfaender stated that they wanted to engage with students without asking for much funding. He believed that they could be a reputable source of the SUO.

Carried.

## **8. INFORMATION**

## **9. DISCUSSION**

### **9.1 SUO's Current Legal Services**

Desjarlais stated Bravo was not able to attend the meeting. He mentioned that the apartment where Bravo lived was flooded, and when she tried to look for legal service from the SUO, she found some gaps in the service. A meeting was set up between Bravo, Desjarlais, Evans and Students' Advocate to discuss legal services.

## **10. ADJOURNMENT**

The meeting was adjourned at 8:45 p.m.