

# BOARD AGENDA

UBC Students' Union, Okanagan Local 12 British Columbia Federation of Students  
Regular Board Meeting, Oct 15, 2018 – UNC105

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## 6:30 – CALL TO ORDER

### 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

#### 18/10/15.01 MOTION

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Be it resolved that the agenda be adopted.

### 3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

#### 18/10/15.02 MOTION

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Be it resolved that minutes of the meeting held August 30, 2018 be adopted.

### 4. PRESENTATIONS

#### BCFS ANNUAL REPORT – MICHAEL OLSON

LINK TO THE ANNUAL REPORT [here](#)

### 5. MONTHLY REPORTS – AS THIS IS THE SECOND OCTOBER MEETING, THERE WILL BE NO MONTHLY REPORTS

#### 5.1 President

#### 5.2 VP Finance and Operations

#### 5.3 VP Internal

#### 5.4 VP External

#### 5.5 VP Services

#### 5.6 General Manager

### 6. QUESTION PERIOD

### 7. COMMITTEE BUSINESS

#### 7.1 Executive Committee

#### 18/10/15.03 MOTION

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Be it resolved that minutes of the Executive Committee meeting held October 1, 2018 be adopted

## **7.2 Finance Committee**

## **7.3 Policy Committee**

### **18/10/15.04 MOTION**

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Whereas the Students' Union bylaws are very vague and unclear as to what constitutes Student Union Fees and/or Membership Fees and under what circumstances these fees may be assessed or changed;

Whereas the Students' Union bylaws do not currently allow for collection and remittance of funds to Faculty Course Unions that have levied such fees; and

Whereas the bylaw has been reviewed by legal counsel to bring clarity to the issues above;

Be it resolved that Bylaw III Membership Fees be amended to read as follows:

### **BYLAW III – MEMBERSHIP FEES**

#### Definitions and Interpretations

"CPI Index" means the Consumer Price Index (All Items) as published by Statistics Canada, or any successor agency;

"Faculty Fees" means any fees collected by a particular faculty or program of the University from students registered in that particular faculty or program that has been previously approved by a referendum of such students in that particular faculty or program;

"Student Union Fees" shall mean fees collected by the Student Union from the Members, which shall include, but not be limited to, the following fees:

- a. General programs and services fees provided by the Student Union;
- b. a U-Pass;
- c. the health and dental plan provided by the University;
- d. the media fund;
- e. a library levy; and
- f. any other fee or levy approved by the Members in a referendum, but does not include Faculty Fees or fees payable to a provincial or national organization.

#### Membership Fees

1. All Members shall be assessed and pay Student Union Fees in accordance with these Bylaws.
2. Where the Student Union is a member of a provincial or national organization, the Student Union shall collect in trust, on behalf of the Members, and remit the membership fee as set by such organization from time to time.
3. The Student Union Fees may be set or adjusted from time to time by referendum, provided sufficient notice has been given in accordance with Bylaw VI(1). For further clarity and subject to Bylaw III(4) below, "adjustment" shall mean any increase to the Student Union Fees.

4. With the exception of fees associated with the U-Pass, the Student Union Fees, the Faculty Fees and any fees collected by the Student Union for a provincial or national organization may be adjusted on an annual basis in accordance with the CPI Index.
5. Student Union Fees and any other fees collected by the Student Union from the Members shall be posted on the website of the Student Union.
6. The Student Union shall refund Student Union Fees to any Member who withdraws from the University within twenty-one days of registration.
7. A Member who fails to pay Student Union Fees when due shall cease to be in good standing and shall not be entitled to:
  - a. vote at general meetings;
  - b. vote in a referendum;
  - c. vote in an election;
  - d. run for a position on the Board of Directors; or
  - e. hold a position on the Board of Directors.
8. The WUSC Student Refugee Program fee shall only be assessed against Members that are registered in an undergraduate program.

**18/10/15.05 MOTION**

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Whereas the board has previously approved a change to the regulation regarding Board Member honoraria pay guidelines and frequency; and

Whereas Bylaw VII section 28 referred to the previous frequency of honoraria pay;

Be it resolved that Bylaw VII, Section 28 be amended to read as follows:

Each member of the Board of Directors, acting in accordance with guidelines set forth in the regulations, shall receive a monthly honorarium in an amount prescribed in the Regulations; however, changes to prescribed amounts shall not be made in the months of March and April and shall not take effect until May 1st of each year.

**18/10/15.06 MOTION**

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Whereas the Board of Directors oversee the regular operation of the Students' Union on behalf of the members;

Whereas the Board of Directors are the employers of all student union staff as a part of that oversight of the Union; and

Whereas employers have the right to adjust Employee job descriptions from time to time;

Be it resolved that Bylaw XI – General Manager, be struck from the Bylaws.

**18/10/15.07 MOTION**

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Whereas this fiscal year the Board of Directors has established a Legacy Fund; and

Whereas this new fund requires regulation as to the use, access and awarding of funds;

Be it resolved that a new Legacy Fund Regulation be adopted as follows:

### **Legacy Fund Regulation**

#### **Definitions**

1. In this regulation, unless the context otherwise requires:
  - (a) “Legacy fund” means a fund established by the Students’ Union to support active member initiatives;
  - (b) “Member” means any student who is a member in good standing of the UBC Students’ Union Okanagan;

#### **Purpose of Fund**

2. The Legacy Fund shall be administered by the Executive Committee in accordance with the following provisions:
  - (a) The purpose of this Fund shall be to provide funding to Active Members of the Society for:
    - i. Projects that benefit the University community;
    - ii. Projects that benefit the local community;
    - iii. Philanthropic activities, and projects;
    - iv. Conferences that benefit the University community and local community;
    - v. Other projects deemed worthy by the Executive Committee.
  - (b) Preference shall be given to projects on or near campus which affect local communities as opposed to more distant projects.

#### **Access to Funds**

3. Only individual active members of the Society or informal groups of such members shall be eligible to receive monies from this Fund.
4. Neither the Society’s Subsidiary Organizations nor its Student Resource Groups shall receive monies from this Fund.
5. Neither registered Clubs nor Course Unions shall receive monies from this Fund.
6. An individual or group wishing to receive monies from this Fund shall submit an application to the Vice-President Finance, who shall make a recommendation to the Executive Committee based on availability of funds.
7. Individuals working together on a project should form themselves into an informal group and submit one joint application for the project rather than submitting individual applications.

### Exclusions and Limitations

8. Legacy Funds shall not be used for:
  - (a) Business or entrepreneurial ventures of any kind;
  - (b) Standard educational fees such as tuition, books, or supplies;
  - (c) Travel expenses
9. The maximum amount of a grant from this Fund shall not exceed \$2000.
10. No more than one grant shall be made to any applicant in any one fiscal year. An individual who is part of a group receiving a grant shall not be eligible for a separate grant as an individual in that same fiscal year.
11. Grants from the Fund shall cover no more than seventy-five percent (75%) of the total cost of the project.
12. If a project is approved, money for the project shall be paid to the applicant only after the project is completed and a list of expenses has been submitted to the Vice-President Finance for verification.
13. In certain circumstances, funds may be paid to the applicant in advance of project completion should the applicant demonstrate need for earlier payment. This decision will be at the discretion of the Executive Committee.

### Unused Funds

14. Any unawarded funds shall revert to the Student Union and be dealt with as a budgetary surplus.

## **7.4 Environmental and Sustainability Committee**

## **8. REPORT ON UNIVERSITY RELATIONS**

### **8.1 Board of Governors**

### **8.2 Senate**

### **8.3 Other Committees**

## **9. OLD BUSINESS**

### **9.1**

## **10. NEW BUSINESS**

### **10.1 UBCSUO Supporting others**

## **18/10/15.08 MOTION**

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Be it resolved that the UBCSUO supports and promotes the Men's Health Initiative, along with their events and initiatives including (but not limited to) Prick! events in Kelowna.

**18/10/15.09    MOTION**

**TRAN/**

Be it resolved that the UBCSUO 2018/2019 Board of Directors supports the Justice for Janitors movement.

**11.    INFORMATION ITEMS**

**11.1   Discussion and Announcements**

**11.2   Next Board Meeting Date**

**12.    ADJOURNMENT**