

BOARD MEETING AGENDA

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students
Board of Directors Meeting, January 20, 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	Ahmed Fayed
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	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
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

21/01/20.01 MOTION

/

Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

21/01/20.02 MOTION

/

Be it resolved that minutes of the meeting held December 12, 2020 be adopted.

4. PRESENTATIONS

4.1 The Phoenix News

5. MONTHLY REPORTS

21/01/20.03 MOTION

/

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

6. COMMITTEE BUSINESS

6.1 Executive Committee

21/01/20.04 MOTION

/

Be it resolved that the minutes of the meeting held December 16, 2020 be adopted.

6.2 Finance Committee

6.3 Policy Committee

21/01/20.05 MOTION

Kootenayoo/

Whereas the 2020-2021 Student Association funding report indicated a need for establishing a ratification period for new Student Associations,

and

Whereas upon additional consultation with staff members, the Policy Committee determined this recommendation was warranted,

Be it resolved that the following clause be added under the Regulation VIII - Student Association regulations:

"5. New Student Associations applications may only be submitted and ratified in the months of September, October, January and February."

21/01/20.06 MOTION

Kootenayoo/

Whereas the SUO Regulations were previously amended to adopt the term "Student Association" when referring to SUO clubs and course unions,

Be it resolved that the regulations be amended to reflect this change where clubs are referred to.

21/01/20.07 MOTION

Kootenayoo/

Whereas hosting separate Club and Course Union all council meetings has not been feasible in practice,

Be it resolved that clause four (4) of Regulation VIII - Student Associations be removed and that clause three (3) be amended as follows:

"It is the responsibility of the Vice President Internal to organize, advertise, and facilitate at least one Orientation/Student Association Council meeting per semester."

6.4 Campus Life Committee

21/01/20.08 MOTION

Fayed/

Be it resolved that the minutes of the meeting held December 18, 2020 be adopted.

6.5 Campaigns Committee

21/01/20.09 MOTION

Dotto/

Be it resolved that the minutes of the meeting held December 11, 2020 be adopted.

6.6 Oversight Committee

7. REPORT ON UNIVERSITY RELATIONS

7.1 Board of Governors

7.2 Senate

7.3 Other University Committees

8. OLD BUSINESS

21/01/20.10 MOTION

/

Whereas the 2020 Student Experience Survey found 63% of students felt space on the Okanagan campus was inadequate, with 64.44% stating this had affected their academics, and nearly 35% stating they had considered leaving the institution as a result, and

Whereas the Outlook 2040 Plan for the Okanagan campus does not include plans for additional non-academic space, and

Whereas the Students Union of UBC Okanagan has the responsibility, ability, and duty to address the needs of its membership,

Be it resolved the Students' Union pursue the construction of an SUO student centre and proceed with the UBC Development Process as outlined in the attached SUO Capital Proposal, and

Be it further resolved that the proposal include the process, cost, concept, and financial model as outlined in the attached SUO Capital Proposal.

9. NEW BUSINESS

21/01/20.11 MOTION

Kootenayoo/

Whereas the government of British Columbia has restricted in-person gatherings,

Be it resolved that Student Associations shall hold their meetings, events, and gatherings virtually or remotely, with no exceptions, and

Be it further resolved that Student Association in-person meetings, events, or gatherings shall result in probation at the discretion of the Membership Outreach Coordinator and Vice-President Internal, and

Be it further resolved that expenses from in-person Student Association meetings, events, and gatherings shall be ineligible for reimbursement.

10. INFORMATION ITEMS

10.1 Next Board Meeting Date

The next meeting will take place February 3, 2021.

11. ADJOURNMENT

General Manager Work Summary

Lori Stevenson – General Manager

Report Period: December 2020

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

Office & Administration / SUO Businesses

- Worked with Steph on some new product offering ideas for January
- Began monthly SUO Business manager meetings

University Relations & Committees; Other stakeholder meetings

- None in December!

Events/Projects/Operations

- In collaboration with Oversight and Policy began the work of restructuring our Executive pay. Researched other SUs, multiple meetings with the small working group created to explore, Executive pay and hours survey. Established the foundation that will be used to create a first draft of a new structure.
- Elections 2021 – a great deal of my time in early December focused on early preparation and planning for the upcoming General Election:
- Collaborated on the creation of two new Election resources – an Information Package and a new nomination package
- Several meetings to establish timelines, immediate marketing needs, action items through each phase of the process
- Meetings with Joe and Ahmed to discuss January contest to increase our Social media following
- Reached out to head of Dean's Council re: class talks to promote the election
- Transition planning – recognizing that we will still be under Covid restrictions when our board transitions, have already begun the planning for a more engaging and fulsome virtual orientation process.
- SUO Long Term Investment strategy – the Finance Committee deliberated on the potential investment partners after working through all identified follow up questions and concerns. RBC Dominion Securities was chosen as the best fit for the SUO and was proposed to the board
- Worked with Joe, Ali and Ahmed on the posting, interviewing and hiring of our student Communications Assistant
- First intro meeting with Ali and an external third party around long term strategic planning for the SUO.

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
- SUO Staff Christmas Zoom gathering

SUO Committee Work

- Oversight Committee – 3 meetings – 1 regular, 2
- Finance Committee – one meeting
- Policy Committee – joint meeting with Oversight committee to continue reworking the Oversight regulation.
- Executive Committee – two meetings

Executive Director Work Summary

Ali Poostizadeh – President

Report Period: December 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

- Multiple Advisory Committee Meetings for the hiring of the Associate Provost of UBC Okanagan. Several interviews, interview follow-ups, drafting of recommendation, and hiring committee meetings.
- Chaired SUO Executive Meeting.
- Was consulted on behalf of UBC students for the review of on-campus UBC Security in response to equity and inclusion concerns.
- Attended Finance Committee meeting.
-

Week 2

- 1:1 meeting with Dale Mullings, AVP Students. Discussed issues of public health guidelines on campus, student experience due to COVID-19 and the Student Union's capital project proposal.
- Touch base with Lori Stevenson. Meeting regarding progress of SUO towards its goals as well as preparations for election season.
- Meeting to discuss the renovation and refurbishment of the Arts Atrium with UBC Administrators.
- Brief meeting on elections in preparation for the January SUO elections.
- Final Associate Provost Hiring Committee meeting. Final interview held as well as a conclusive review of all candidates.

Week 3

-

Week 4

-

Executive Director Work Summary

Ahmed Fayed – Vice President Campus Life

Report Period: December 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

- Meeting with Joe Haugen and emailing all my relevant partners.
- Regional Speakers Event Prep / Meetings with other universities.
- Emails
- Meetings with UBCO eSports
- Attending Campaign Committee Meetings
- Giveaways
- Movie Night for Orientation
- Meetings with RBC

Week 2

- More work & meetings with other universities for regional speaker event.
- SAAM Collaboration Work
- Event planning with Pierre/eSports for January
- Emails
- Meeting with Joe
- Policy Oversight Committee Meeting
- Interview for Karen & Hiring process

Week 3

- Meetings with Joe
- Finalizing Events with Stefanie

- Finalizing Events with Pierre
- Finalizing Giveaway assets
- Inviting students & core members from UBC staff to attend meeting with AVPS
- Meeting for SAAM

Week 4

Executive Director Work Summary

Abid Bin Wahab – VP Finance & Administration

Report Period: December 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

- Meetings with RBC Investment advisors Kuan Ho and Daryl Atkins
- Attended the Exec meeting
- Investment research; bonds, mutual funds, fixed income derivatives, researching suitable investment styles for SUO's long-term deposits.
- Chaired the finance committee meeting
- Discussions with various SA leaders for funding and end of term reports
- Signed cheque requisitions for expenses, signed receipts, and signed telephone bills

Week 2

- Meeting with Lori; bi-weekly touch base
- Meeting with Leanne; bi-weekly touch base
- Meeting with Kai about the executive pay structure
- Discussions about the SUO's YTD financials and preparations for the semester financials presentation
- Drafted and prepared the investment report to present to the BOD
- Signed cheque requisitions for expenses, signed receipts, and signed telephone bills

Week 3

- Discussions with Izzy; on SA protocols
- Created the timeline for the term 2 SA funding
- Visited the Valley First branch with Lori to sign off on deposit transfers for long-term investments
- Meeting with Lori and Leanne; discussions about long-term deposit investments
- Attended the exec meeting
- Signed cheque requisitions for expenses, signed receipts, and signed telephone bills

Week 4

- Winter vacation

Executive Director Work Summary

Tashia Kootenayoo –Vice President Internal

Report Period: December 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

- Conducted research for Oversight Committee Regulation proposal and consultation with members of committee.
- Resource Centre Advisory Prep meeting to discuss mandate, action items and timeline.
- Follow up discussions with SVPRO on SAAM event planning.
- Follow up with BCCampus on SVM project progress and phases.
- Chaired Open Education Working Group meeting.
- Attended Campaigns Committee meeting.

Week 2

- Policy Regulation edits for Oversight Committee and Student Associations.
- Chaired Policy Committee meeting.
- Met with SVPRO Vancouver and Okanagan to discuss SV plain language document.
- Met with Michael Gauld of the BCFS to discuss Open Education forum and Academic Integrity
- Met with Students for Consent Culture Canada to consult on National Gender Violence Action Plan.

Week 3

- Edit of Student Association regulations for Board of Directors Meeting.
- Prep for February Expo with Izzy Rusch and Aaron White
- Prep for Student Association Council Meeting such as but not limited to agenda, zoom, description and mailchimp write ups.
- Planning for SAAM 'Tea Talk with Taylor and Tashia'.

- Monthly meeting with Academic Assistant Provost, Heather Berringer.

Week 4 (Office Closure)

-

Executive Director Work Summary

Taylor Dotto – Vice President External

Report Period: December 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

- Weekly meeting with the Advocacy and Governance Coordinator
- SUO Executive Meeting
- Meeting to discuss initiatives for Sexual Assault Awareness Month (SAAM)
- Meeting with the Open Educational Resources Working Group
- Working on the BCFS Executive Report
- Meeting with Ali Poostizadeh to discuss social media implantation for campaigns

Week 2

- Weekly meeting with the Advocacy and Governance Coordinator
- Meeting with Fatima regarding feedback for executive pay structure
- Campaign Committee meeting
- Meeting to discuss SAAM initiative
- Discussions with Crystal from Chai Baba about tea for the SAAM initiative
- Creating the slideshow for the SAAM initiative

Week 3

- Weekly meeting with the Advocacy and Governance Coordinator
- Meeting with Gary Hartung and the Advocacy and Governance Coordinator to discuss the next steps for the water bottle share program
- Researching and planning the marketing and name for the water bottle share program
- SUO Executive Meeting

- Several meetings to discuss the SAAM initiative
- Ordering the tea and tea steepers for the SAAM initiative
- Revising current executive goals

Week 4

- Ordering the water bottle samples for the water bottle share program
- Finalizing the order of tea for the SAAM initiative
- Revising current executive goals and drafting a request for the Oversight Committee
- Working on the SAAM slides
- Planning for the SAAM initiative

REGULATION VIII – STUDENT ASSOCIATIONS

- 1 In this Regulation, unless the context otherwise requires:
- a. “Club” means any organization ratified by the Student Union in accordance with this Regulation, except for a Course Union;
 - b. “Council” means the governing body of a Course Union;
 - c. “Course Union” means a Department-specific organization of Members, ratified by the Student Union in accordance with this Regulation;
 - d. “Course Union President” means the senior-most Executive Officer of a Course Union;
 - e. “Department” means any academic field available for study at the University;
 - f. “Executive Member” means any duty elected or appointed governing member of a Club or Course Union; and
 - g. “Student Association, per Bylaw 1, shall mean clubs or, course unions groups ratified by the Student Union.

General Provisions

- 2 The Vice President Internal, or their designate, shall be responsible for the implementation, enforcement, and oversight of this Regulation.
- 3 It is the responsibility of the Vice President Internal to organize, advertise, and facilitate at least one [Orientation/Student Association Club Council](#) meeting per semester.
- ~~4 It is the responsibility of the Vice President Internal to organize, advertise, and facilitate at least one Course Union Council meeting per semester.~~

54 Student Associations are formed under and subject to this Regulation.

Ratification of Student Associations

- 5** [New Student Associations applications may only be submitted and ratified in the months of September, October, January and February.](#)
- 6 Members may establish a new Student Association or bring forward an existing organization for ratification into the Student Union as a Student Association by following the established application process and meeting the requirements of this Regulation. A proposed Student Association must satisfy all of the following criteria:
- a. designate at least three executive members, including a President, Treasurer, and Secretary;
 - b. submit a completed club registration form with a valid constitution in a timeframe in accordance with the guidelines in Part 4 of this regulation;
 - c. not have purposes inconsistent with the Constitution and Bylaws of the Student Union;
 - d. not overlap with the scope of an existing Student Association;
 - e. allow for membership in accordance with this Regulation; and

CAMPUS LIFE COMMITTEE MEETING MINUTES

UBC Students' Union Okanagan of UBC
Campus Life Committee Meeting, December 18th, 2020, Virtual Call

Meeting called to order at 10:16

Directors Present

Vice-President Campus Life (meeting chair)..... Ahmed Fayed
Vice-President Internal..... Tashia Kootenayoo
Graduate Student Representative Cassidy Wallis
Student-at-Large Bardia Yasari
Student-at-Large Laavanya Prakash

Directors Absent

Vice-President Finance Abid Wahab
Student-at-Large Sarah Bradley
Student-at-Large Jose Carvalho

Staff Present

Campus Life Coordinator..... Joe Haugen
Membership Outreach Coordinator..... Izzy Rusch
Well Pub Manager..... Mike Ouellet
Senior Manager Student Experience Office, Academic Advising Phil Bond
Manager, Student Engagement..... Liz Hilliard
Manager, Orientation and Transition..... Stefanie Allen

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. OLD BUSINESS

2.1 Authors in Conversation: T'ánc'háy Redvers and Joshua Whitehead

Haugen shared that the event is on January 14th from 11-12:30pm. Registration can be found on the SUO Instagram bio and Facebook as well as the UBCO Library and Equity & Inclusion social media channels.

2.2 Finding Identity: An LGBTQ2S+ Conversation on Intersectionality, Mental Health and Allyship

Haugen stated that this event is on January 28th at 5pm. The marketing will go live on January 6th.

3. NEW BUSINESS

3.1 SAAM Giveaway / Tea Talk

Hilliard mentioned that SVPRO is still looking for programming partners in January, as well as SAAMBassadors.

3.2 SUO of UBC Elections - Event Prizes

Allen thought gift cards are the best prize method to accommodate students within different geographic locations.

Wallis thought creating a social campaign to get more exposure for the SUO elections would be beneficial.

Yasari mentioned creating digital "I Voted" stickers would be something worth creating.

3.3 Movie Night

Fayed spoke of a Netflix movie night to coincide with Term 2 orientation on January 21st.

Hilliard mentioned that putting a poll onto social media to see what movies may be of interest to students.

Fayed mentioned that giving out Disney+ subscriptions could be a good idea because you can also host a Disney+ Party.

Wallis suggested having a "snack off" campaign to coincide with the movie night.

3.4 Black History Month Programming

Kootenayoo spoke of the Campaigns Committee plan to share quotes during Black History Month.

Hilliard suggested reaching out to the African Caribbean Student Club to partner on marketing or event planning.

Bond mentioned that Robyn Bunn at Community Service Learning is a good resource to contact regarding community engagement.

Kootenayoo suggested reaching out to the library for possible collaborations and resources.

3.5 Possible Club Collaborations

Yasari suggested reaching out to the Persion Club to start a relationship.

Rusch asked us to tailor an email outlining our interest in teaming with student associations on events. She will then distribute the email to our student associations.

4. OPEN DISCUSSION

A conversation ensued about programming available to students during winter break and the unfortunate decline in engagement.

Bond shared that SEO hired a few Peer Mentors that'll be available during the winter break.

5. ADJOURNMENT

Meeting adjourned at 11:15.

CAMPAIGNS COMMITTEE MEETING MINUTES

UBC Students' Union Okanagan

Campaigns Committee Meeting, December 11, 2020, Virtual Call

Meeting called to order at 12:04

Directors Present

Vice-President External (meeting chair) Taylor Dotto
President Ali Poostizadeh
Vice President Internal Tashia Kootenayoo
Faculty of Creative and Critical Studies Representative..... Sage Cannon?
Faculty of Management Representative Mohana Rambe
Faculty of Applied Science Representative Richardo Brown
Student-at-Large Livia Jonnatan
Student-at-Large Priscilla Uribe?

Directors Absent

Staff Present

Advocacy & Governance Coordinator Sarah Furgason

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. PRESENTATIONS

3. OLD BUSINESS

3.1 Take it Over Campaign Debrief

Dotto gave an overview of the Take it Over Campaign and provided reasons why some of the plans were not implemented. Current plans are underway to hire a social media coordinator to assist with social media requests.

4. NEW BUSINESS

4.1 Sexual Assault Awareness Month 2020

Dotto gave an update on the plans for SAAM. Dotto and Kootenayoo will

host an event, "Tea Talk with Taylor & Tashia". There will be gift packages available for students to pick up from the Students' Union office. Rambe suggested an option for students to ask questions anonymously. Dotto reminded everyone about the slides being created for the class talks. She shared the concept with committee members. Members discussed the best way to promote the class talks. They thought that making the slides into a short video would be ideal and wondered about the possibility of obtaining a canvas shell for SUO promotion.

4.2 OER Champions Plan

Dotto provided an update on the OER Champions initiative and asked for ideas on promoting the initiative. Poositzadeh suggested that student nominators could be entered in a prize draw. Brown wondered how the instructors would be identified, since most professors use textbooks. Kootenayoo reminded everyone that OERs are more than just textbooks. Dotto thought an infographic about what OERs are could be part of the promotion.

4.3 Black History Month

Dotto asked committee members for their ideas about how to promote black history month. Brown asked what initiatives have taken place in previous years. Poositzadeh and Dotto admitted there had not been much a Brown suggested using famous historical quotes on posters and on our social media platforms. Moana thought tagging clubs to put up posters would be neat. Kootenayoo mentioned there is a club council meeting in January so she could potentially bring the information there. Furgason suggested themed weeks such as Arts&Culture, Arts&Science, etc. Rambe suggested reaching out to Kootenayoo thought the themed weeks would work well and be easy to bring to the Student Associations. All agreed on making social media and poster content related to themes that would be shared throughout the month of February.

5. ADJOURNMENT

Meeting adjourned at 13:24



SUO

Students' Union
UBC Okanagan

ALI POOSTIZADEH PRESIDENT 2020/2021

SUO CAPITAL PROPOSAL

SUO FUTURE PLAN

In July of 2020, the SUO Board of Directors voted to approve the SUO President's Future Plan. A defining feature of this plan was the Student Union spearheading an effort to construct a student centre on the Okanagan campus. The building outlined in the Future Plan would be constructed in order to address the many space concerns detailed by our student membership, as well as provide a hub for student life at UBC.

Upon approval of the Future Plan, the 2020/2021 Board of Directors made clear their commitment to improving the student experience first hand, and actively addressing the concerns raised by our membership.

PROGRESS

Since approval of the Future Plan in July of 2020, Ali Poostizadeh, SUO President, and Lori Stevenson, SUO General Manager have proceeded with consultation, and research, in order to provide the Board with security in making a final determination.

Over the last semester, there have been dozens of formal and informal meetings with UBC administrators, SUO Board Members, and outside organizations, in order to determine feasibility, and prepare to build out a concrete plan of execution. By moving forward with the proposal attached, consultation of the student body can take place further ensuring this will be a project for students, by students.

Parties consulted:

SUO Board, Executive and Staff Members
University of British Columbia Administrators - Okanagan/Vancouver
University of British Columbia Capital Planning
University of British Columbia Infrastructure Development
Royal Bank of Canada - UBCO Branch
AlumniUBC Okanagan and Vancouver
AlumniUBC Advisory Council Executive
Members of the UBC Board of Governors
University of British Columbia Alma Mater Society
Carleton University Student Association

FINDINGS

In meeting with many members of the UBC Community, as well as drawing on historic/ relevant examples, several points brought up by the Board were clarified. Questions around finances, feasibility, and timeline were all posed to community members in order to gain an understanding of what the Board would be approving.

FINANCES

In discussions with the UBC AVP Finance and his team, it was found that there is a precedent for the financial model proposed in the Future Plan.

- The total cost of the AMS Student Nest was \$109,584,449. The contribution made by UBC towards the construction of the Nest was \$25,000,000, nearly one quarter of the total project cost.
 - A similar proposal has informally been put forward by the SUO in order to secure a contribution by the University of British Columbia accounting for 1/4 of the total cost. We received feedback that it would be a fair request to make but can not be answered until further into the process when financials and BOG agreements are drafted.
 - \$84,509,941 of the Nest's total cost is, or will be, the result of a student levy. This further corroborates the proposed model in which the Okanagan student body would contribute a majority of the building cost.
 - **In order to alleviate the financial burden this may put on students, the SUO must annually contribute approximately \$25,000 starting on first levy collection date, scaling to \$50,000 upon project completion, in order to subsidize the levy for students determined to be in financial distress.**
- A meeting with UBC Development and Alumni Engagement determined that it was unlikely a significant portion of the building cost could be supplemented by donor contributions. This is in line with my research which found the AMS was only able to secure \$25,000 from donors towards the Nest. Despite this, we will still pursue donor funding for our capital project.
- In the July 30th meeting, a concern was raised regarding acquisition of government funding. In subsequent meetings, it was unable to be determined whether this would provide a significant amount of funding, but that it was possible. Due to the COVID-19 pandemic, it is unlikely that government funding would be available immediately. The resulting impact is that the building will likely require a higher levy, or alternative funding sources to compensate.

SPACES

In addition to questions around finances, there was discussion around the allocation of the spaces within the building itself.

- The 2019/2020 SUO Student Experience Survey found that 62.59% of students believe there is inadequate study space at UBCO, and 37.05% believe there is a lack of recreation space. 64.44% of students also said that lack of study space has affected their academics, and 35.73% have considered transferring schools as a result.
 - Though not a direct consultation of the UBCO student body, this shows clearly the concerns of our membership. While the COVID-19 pandemic has a significant impact on these concerns, there is no doubt the return to normalcy will once again cause these concerns to be brought forward.
- Ownership of the building was also a concern raised during the July 30th meeting. As is the case for the Nest, buildings on UBC campuses can only be “owned” by the institution. The SUO would be likely engaging in a 99 year, dollar-lease of the building. Multiple meetings with UBC Administrators have confirmed this statement.
- Following multiple meetings with UBC, it was also determined that the concerns around student consultation would be remedied during the Executive 3 stage of building development, in which students would be thoroughly consulted on spaces within the building, potential leasees, etc.
 - A concern was also raised around the need for a standalone space for Indigenous members. This was discussed with UBC and it was determined that UBC Aboriginal Programs & Services, as well as our indigenous student body would be consulted on what this space would look like, and how it could best serve our indigenous community.
- There has yet to be fulsome consultation of Student Associations, but based on anecdotal feedback, as well as specific responses on the Student Experience Survey, they will likely play a major role in the determination of extracurricular spaces in the building.
- In terms of leased space, historic examples such as the AMS Nest, and other student union buildings show an aversion towards housing university offices in the building. Research done by Rachel Fortin has shown that several external businesses which provide direct services to our membership desire space on campus.
- In meetings with the Alma Mater Society, it was also found that the addition of a restaurant-style food service, and interchangeable retail spaces, has allowed them the ability to pivot the spaces into other food services as needed, providing a significant cost benefit to their organization.

PROCEDURE

In order to proceed with a Student Union building, the SUO must plan to follow the UBC development process. Summary outlined below, complete process is outlined at the end of this document.

Executive 1 Approval

- Development and presentation of concept.
- Explanation of rationale and reasoning.
- Approval of the concept by the SUO and University Administration.

Executive 2 Approval

- Initial site assessment.
- Development of master program.
- Initial cost estimate.
- Determination of funding sources, financing requirements.
- Planned capital schedule and budget.
- **Determination of potential space allocations.**

Executive 3 Approval

- Determine preliminary functional program.
- Determine urban design context.
- Assign Project Manager or stand in.
- Preliminary capital, as well as operating budget determined.
- **Confirmation of funding sources.**
- Financing requirements and preliminary schedule.
- Develop project risk register and continually update throughout construction.

Board 1 Approval

- Determine the project in principle.
- Selection of building location.
- **Assign architects and consultants.**
- Determine a preliminary program and schedule.
- Funding release by Board of Governors for next stage (not applicable).

Board 2 Approval

- Develop capital and operating budgets.
- Working drawings and construction documents in accordance with UBC Technical Guidelines.
- Tender process. Prequalify and issue tenders.
- Prepare award recommendation for Board 3 stage.
- Coordinate building permits, drawings, etc.

Board 3 Approval

- **Construction stage.**
- **Post construction stage move in.**

Board 4 Information

- Final post completion report.

Based on historic examples, the UBC Development Process will take several years from Executive 1 to the Board 3 (construction) phase. The Outlook 2040 Plan includes no recreation space, lounge space, club space, little additional study space, etc. The SUO has determined that it is our responsibility to fill the gaps we see in UBCO's growth. In order to carry this out in a timely manner, the process must begin as soon as possible, ensuring that we are growing alongside UBC rather than trailing behind.

INITIAL DISCUSSIONS WITH ADMINISTRATION

ONGOING AS OF EARLY 2020

SUO BOARD APPROVAL

JANUARY 2021

EXECUTIVE 1 APPROVAL

MARCH 2021

STUDENT LEVY CAMPAIGN | EXECUTIVE 2 APPROVAL

SEPTEMBER 2021 - MARCH 2022

EXECUTIVE 3 | BOARD 1 APPROVAL

SEPTEMBER- DECEMBER 2022

BOARD 2 APPROVAL

SUMMER 2023

BOARD 3

2024

ESTIMATED COMPLETION

2027

MOTION FOR APPROVAL

THE PROCESS

In order to ensure the projected timeline is followed, and students have access to the spaces they require as soon as possible, **I request that the Board authorize the SUO to move forward with all steps outlined in the UBC Development Process therefore approving the development of a student centre spearheaded by the Union.**

THE COST

The final cost of the project will be reliant on factors such as size, UBC's contribution, provincial contribution, building functionality, etc., which will be determined further on in the UBC Development Process.

Based on size relevant examples, the projected cost could range anywhere between \$50,000,00-\$100,000,000. Based on this, **I request approval from the Board to proceed with the concept of a project in the range outlined.**

THE CONCEPT

Due to the concerns outlined by the student body in the 2020/2021 SUO Student Experience Survey, **I request approval from the Board to proceed with the concept of a student centre, meant to address space concerns on the Okanagan campus. This building will not house academic spaces or UBC offices, rather, it will be developed to address non academic space concerns such as club space, lounge space, additional food services, as well as other spaces as deemed necessary by the student body of UBC Okanagan.**

THE FINANCIAL MODEL

In order to finance the building and ensure that it is a space by students, for students, owned by students, **I request that the Board approve the referendum based model, with the final date of referendum to be determined by the 2021-2022 SUO Board of Directors. I further request that a mandate be set out for future Board's to establish an annual bursary, from the date of the first levy collection, in order to subsidize the levy for students facing financial hardship. Any unused funds at the end of each academic year will be put towards the following year's contribution as determined by the board.**