

BOARD MEETING AGENDA

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students
Board of Directors Meeting, February 13, 2020 – UNC 105

12:30 – CALL TO ORDER

Directors Present

President (meeting chair)	Romil Jain
Vice-President Finance & Operations	Nimrah Pannu
Vice-President External	Taylor Dotto
Vice-President Internal	Holly Denby
Vice-President Campus Life	Ali Poostizadeh
Director at Large	Emilio Freire
Director at Large	Michael Gauld
Director at Large	Tashia Kootenayoo
Director at Large	Casey Stein
Faculty of Arts & Science Representative (<i>Science</i>)	Kebbie Brown
Faculty of Arts & Science Representative (<i>Arts</i>)	Cody Isaac
Faculty of Management Representative	Kyle Kliss
Faculty of Applied Science Representative	Kaila Spencer
Faculty of Creative & Critical Studies Representative	Sage Cannon
Faculty of Health & Social Development Representative	Simran Sandhu
Graduate Studies Representative	Cassidy Wallis
Board of Governors Representative (<i>ex-officio</i>)	Jassim Naqvi
Senate Caucus Student Representative (<i>ex-officio</i>)	Hogan Kang

Directors Absent

Staff Present

General Manager	Lori Stevenson
Advocacy & Governance Coordinator	Sarah Furgason
Well Pub Manager	Mike Ouellet
Membership Outreach Coordinator	Elizabeth Rusch
Finance Manager	Leanne Smailes
Campus Life Coordinator	Joe Haugen

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

20/02/13.01 MOTION

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Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

20/02/13.02 MOTION

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Be it resolved that minutes of the meeting held January 27, 2020 be adopted.

4. PRESENTATIONS

4.1 Blueprint

5. MONTHLY REPORTS

20/02/13.03 MOTION

/

Be it resolved that the Executive Director reports be approved.

5.1 President

5.2 VP Finance and Operations

5.3 VP Internal

5.4 VP External

5.5 VP Campus Life

5.6 General Manager

6. COMMITTEE BUSINESS

6.1 Executive Committee

20/02/13.04 MOTION

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Be it resolved that the minutes of the meeting held January 30, 2020 be adopted.

6.2 Finance Committee

6.3 Policy Committee

6.4 Campus Life Committee

20/02/13.05 MOTION

Poostizadeh/

Be it resolved that the minutes of the meeting held January 30, 2020 be adopted.

20/02/13.06 MOTION

Poostizadeh/

Be it resolved that Jakson Pashelka be added to the Campus Life committee.

6.5 Campaigns Committee

7. REPORT ON UNIVERSITY RELATIONS

7.1 Board of Governors

7.2 Senate

7.3 Other University Committees

8. OLD BUSINESS

9. NEW BUSINESS

20/02/13.07 MOTION

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Be it resolved that Redstamp be contracted for UBCSUO branding and website redesign.

10. INFORMATION ITEMS

10.1 Discussion and Announcements

10.1.1 Water Bottle Ban Update

10.2 Next Board Meeting Date

11. ADJOURNMENT

General Manager Work Summary

Lori Stevenson – General Manager

Report Period: January 2020

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

Office & Administration

- Met with Valley First Credit Union to begin discussions on a longer-term investment strategy for the SUO.
- We enjoyed the first office monthly potluck
- Worked with staff and executives to complete budget projection worksheets, identified areas where additional planning is needed to address budget allocations. Shifted some capital expenditures forward in the planning process due to lower than expected spending in this area
- Began investigating current SUO third party leases, market lease rates, etc – the Koi and Fusion leases both expire in 2021

University Relations & Committees; Other stakeholder meetings

- Was fortunate to participate in the Pulling Together Training with Ian Cull – a great day learning about indigenization, de-colonization and how we can pull some of these pieces into our regular operations
- Meeting with Third Space – new group of counselling practicum students set to come on board. They hope to continue to increase the number of students they are able to see
- Michelle Lowton, Interim AVP Students – student handbook questions and feedback; initial discussions on how we can continue to improve collaboration across all student service departments
- Hosted some new friends from NAITSA – their execs and a couple staff were in town for a retreat and came and had lunch with us

Events/Projects/Operations

- In collaboration with Aaron and Ali discussed and choose the successful web design/rebrand firm to put forward for Board approval
- Ongoing consultations and discussions with Stephanie regarding the new proposed business model for the former “Cinesnax” location; she and I are also working on a number of initiatives and ideas to help the Green Bean through its financial struggles

Human Resources Work

- Posted, interviewed and hired Chief Returning Officer for general elections
- Meetings with Joe and SUO events staff re: new model going forward for these roles, officially hiring these individuals.
- Staff team building – we enjoyed an afternoon of some bowling fun

SUO Committee Work

- Policy committee – changing election regulations in advance of the 2020 General Elections
- Electoral committee – initial general election planning – our goal is to substantially increase engagement and promotion in the election process, resulting in higher voter turnout
- Club Funding meetings – worked with committee to determine the Term 2 SA grants
- Executive committee meetings – 2
- Campus Life Committee meeting

Executive Director Work Summary

Romil Jain– President

Report Period: January 2020

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

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- attendance at Board meetings; and,
- production of this work summary;

Week 1

- Setting up Monthly Townhalls, reaching out to presenters and establishing a timeline.
- Met with Professors to generate feedback for the Professor and Student networking event.
- AVP Alumni meeting document readings and Preparation
- Emails, Slack and Setting up meetings for this Semester
- AVP Alumni meeting in Vancouver
- Office hours

Week 2

- Attended Alumni Conference: Unfiltered
- Met with VP Students UBC
- Scheduling new degree consultation and reviewing documents
- AVP Alumni sending shortlist recommendations
- Reviewing CRO Applications
- Graduation ball preparation and partnership package (In progress)
- Office hours
- Alumni future Campaigns presentation review, scheduling meeting with UBC Okanagan Donors.
- Meeting Deputy Vice-Chancellor
- Volunteering for Winter Expo
- External Community Advisory Council (EPEC) meeting preparation
- Meeting with student leaders.
- Met with Associate Professor Strategy in regards to Panel discussion with Lieutenant governor.
- Exploring Volunteer Opportunities for students

Week 3

- Chief Returning Officer Interviews
- Office Hours
- Strategy meeting with General Manager
- Executive committee discussions and Meeting
- Meeting with Student leaders to discuss future possibilities.
- With Alumni UBC to discuss UBCSUO Endowment
- AVP Alumni Meeting
- Planning ICI Consultation
- Commonwealth futures workshop communication
- Meeting with Professor
- Grad Ball Meeting
- Tuition Consultation for Nsyilxcn Language Fluency
- Tuition Consultation Bachelor of Science in Nursing

Week 4

- Sexual Misconduct Policy session
- Meeting with General Manager
- Meeting with UBC's executive team
- Vice President Human Resource Final candidate recommendation letter/email
- Job board update/Awareness around Job board
- Third Space meeting
- Meeting AVP Students and DVC
- Executive communication and meeting
- EPEC Meeting
- Student Leader meeting with Santa Uno
- Senate meeting: Discussed the need to remain consistent with 120 credit degrees
- Third Space event Downtown
- Meeting UBC Alumni and Donors to discuss possible fundraising avenues and expanding the outreach
- Meeting with Students

Executive Director Work Summary

Ali Poostizadeh – Vice President of Campus Life

Report Period: January 2019/20

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Week 1

- S.A.A.M Coffee and Consent tabling

Week 2

- Meeting with Northern Alberta Institute of Technology executive team, and executive director.
- Be Mindful campaign planning and graphics work. The campaign materials were all completed this week, and wording of final campaign assets were written and approved as being mental health conscious by UBC Health and Wellness.
- Attended BC Federation of Students Annual General Meeting. At the conclusion of the meeting, I was elected to the BCFS executive for the position of Campaigns Coordinator.
- Tenancy Adulting 101 held in UNC theatre.
- S.A.A.M Coffee and Consent tabling

Week 3

- Survey testing carried out with several board members. This was the first test run of the survey and recorded both comments, and completion times.
- Meeting with Jason Wu held regarding The Phoenix. Outcome was that Jason will work with Holly to ensure The Phoenix is operating at peak efficiency.
- Represented the UBCSUO and WUSC UBCO at the International Forum in Montreal. Acted as a voting delegate and received training regarding resettlement.
- S.A.A.M Coffee and Consent tabling

Week 4

- Adulting 101: Consent
- Deputy Vice-Chancellor bi-monthly update meeting held with Deborah Buszard-DVC, Rob Einarsson-AVP Finance and Michelle Lowton-Acting AVP Students.

- Meeting with secretary of the Kelowna Farmers Market to discuss possible market on campus. Discussion went well and event is slated for March.
- Meeting with Mike Gesi and Joe Haugen regarding “Brewfest” on campus. Original proposal was to hold it in the ballroom, after discussions, The Well was chosen as the proper venue.
- Student leader meeting with UBC President Santa Ono. Representatives from all Course Unions were invited as well as the UBCSUO Executive.
- Final meeting regarding the UBCSUO rebrand was held between myself, Lori Stevenson and Aaron White. A final agency was decided on for recommendation to the Board of Directors.
- Naughty Bingo at The Well Pub in collaboration with the Pride Resource Centre.

Executive Director Work Summary

Taylor Dotto – Vice President External

Report Period: January 2019/20

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Week 1

- I was absent from the office for the first week of January as I was still on holiday.

Week 2

- Assisted with labeling for the coffee and consent campaign. Discussing SAAM with members at the table and letting them know about the campaign and resources available on campus.
- Attended the BCFS AGM in Richmond for 4 days where we were able to learn and share from other Locals.

Week 3

- Executive meeting
- I spent this week planning for upcoming campaigns we will be running with coordinator Furgason. This involves action items such as setting up meetings, ordering materials, coordinating the labeling schedule, contacting volunteers, etc.
- Assisted with labeling for the coffee and consent campaign. Discussing SAAM with members at the table and letting them know about the campaign and resources available on campus.
- We held a campaign committee meeting this week where we talked about campaigns for term 2, did a debrief on several SAAM events that we hosted, made action plans for the water bottle campaign, and created a social media strategy.
- Attended the WUSC conference for 4 days in Montreal. At this conference, we learned how to further implement and grow the WUSC program on our campus. There were numerous sessions held on leadership and obtaining sponsorship, etc.

Week 4

- Attended the UBC DVC meeting where I presented on recent projects I have been working on such as the sustainability campaign and the grants not loans campaign push in anticipation of the upcoming budget announcement.
- I spent time planning for our upcoming sustainability campaign meeting. This involved promoting the online petition, pulling the data, compiling the petition forms together and setting up the meeting with Gary Hartung.
- I met with the Sex Positivity Club to discuss how they will implement the Let's Get Consensual campaign at their upcoming event and to supply them with the promotional materials. This is part of the pilot project initiative.
- I met with Nourishing Futures to discuss how they will implement the Open Textbooks Now! campaign at their

upcoming event and to supply them with the promotional materials. This is part of the pilot project initiative.

- I attended the Student Leadership Meeting with Santa Ono and other student leaders on campus. This was an opportunity to express students' concerns and ideas for shaping the future of our campus.

Executive Director Work Summary

Nimrah Pannu – VP Finance and Administration

Report Period: January 2020

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Week 1

- Reviewed End of Term Summary Reports (a report on clubs activity the past semester) – first time these were made mandatory, so went through all of them and entered the data into a spreadsheet to prepare for club funding

Week 2

- Reviewed and signed cheques/ cheque requisition forms
- Reviewed end of term summary reports
- Attended BCFS AGM

Week 3

- Club Funding: Spent time reviewing each application, and entered data into spreadsheet to prepare for club funding committee meetings.
- Chaired Club Funding Committee Meetings
- Reviewed and signed cheques/ cheque requisition forms

Week 4

- Club Funding: Met with clubs regarding club funding, and sent out the decision.
- Attended DVC Meeting
- Attended “This is what hope looks like”
- Reviewed and signed cheques/ cheque requisition forms
- Meeting with Leanne, regarding finances and semester goals

Executive Director Work Summary

Holly Denby – VP Internal

Report Period: Month January 2019/20

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

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Week 1

- Working on Student Association Funding policy – reviewing policies from other Students' Unions and internal procedures
- Policy Committee admin – preparing meeting minutes and attachments
- Student Association Funding preparations – meetings with VP Finance & Administration, creating timeline
- Student Association Lockers – walkround meetings to investigation space, planning
- Meeting with DVC to discuss cultural events and club collaboration
- January Club/Course Union Council meeting – presentation preparations, meeting
- Sexual Assault Awareness Month (S.A.A.M) tabling
- Winter Expo planning – advertising and organizing clubs/course unions and volunteers
- Planning Club/Course Union Bowling Appreciation Night – arranging booking with bowling alley, graphics/advertising
- UBC Student Breakfast – networking with UBC Faculty + Professors
- Networking Lunch with Northern Alberta Institute of Technology Students' Union (NAITSU)
- Proposed Student Associations meetings – Astronomy Club + Amnesty International Club

Week 2

- Health + Dental Plan Working Group – reviewing Health Services Review Committee Report
- Reviewing/investigating student concern
- Greek Life – Meeting with Phi Delta Theta, investigating policy
- Club/Course Union meetings – Engineering Society, UBCO Concrete Toboggan
- Monthly check-in in with General Manager
- Attended Winter Expo
- Chaired Policy Committee meeting
- Attended British Columbia Federation of Students Annual General Meeting

Week 3

- Attended British Columbia Federation of Students Annual General Meeting
- Proposed Student Associations meetings – Engineering Minecraft Club
- Senate working group meeting to discuss teaching evaluations
- Monthly meeting with Resource Centres
- Planning Club/Course Union Bowling Appreciation Night – Eventbrite set-up, mailchimp write-up

Week 4

- Planning Club/Course Union Appreciation Night
- Out of office



Meeting Minutes

UBC Students' Union Okanagan
Campus Life Committee Meeting, Jan 30th, 2019 UNC 133

00:00 – CALL TO ORDER

Meeting called to order at 9:02am

Directors Present

Vice-President Campus Life (Meeting Chair) Ali Poostizadeh
Vice- President Internal..... Holly Denby
Faculty of Management Representative..... Kyle Kliss
Graduate Student Representative..... Cassidy Wallis
Director at Large Sage Cannon
Faculty of Health and Social Development Simran Sandhu

SUO Events

SUO Events Assistant (*ex officio*)..... Kareem Mansour
SUO Events Assistant (*ex officio*)..... Qian Koek

Staff Present

Campus Life Coordinator..... Joe Haugen
Membership Outreach Coordinator (*ex officio*)..... Izzy Rusch
Well Pub Manager (*ex officio*) Mike Oullet

Stakeholders Absent

Student Experience Office..... Mykela White

Stakeholders Present

Student at Large..... Jakson Pashelka

1. ADOPTION OF AGENDA

20/01/30.01

MOTION

Poostizadeh/Haugen

Be it resolved that the agenda be adopted

2. OLD BUSINESS

3. NEW BUSINESS

20/01/30.02

MOTION

Poostizadeh/Cannon

Be it resolved that Jakson Pashelka be made a member of the Campus Life Committee for the remainder of the 2019-2020 academic year

3.1 Upcoming events

An updated on all upcoming events was given by Poostizadeh and Haugen. Discussion was held around where All Ages Trivia will be hosted due to another all ages being booked for the same week. Cannon states she will find a student to host Wine and Paint night.

3.2 Well specific events

Cannon suggests a “soup kitchen” type event on campus where we empty out the well and give away food by donation in the well to support students who are struggling financially.

3.3 Speaker event

Poostizadeh provides update on the speaker event, as well as confirming the name of the speaker, as well as the fee paid. Discussion was held around what the event will look like, as well as potential sponsorship.

3.4 Kindness.org initiative

Haugen provides an update on the idea of hosting a “Kindness Week” on campus and making it broadly across campus. Ideas were discussed like posting decals around campus on windows and building a large kindness wall where people can write down positive messages of affirmation. Stevenson suggests stickers and physical materials. All agree the initiative would.

3.5 Recess events

Update provided on Recess festivities by Poostizadeh. Stevenson suggests hosting it over two days to allow students to attend both events, both the beer garden and the carnival. Discussion around Residence Life and AlumniUBC being brought into the Recess talks regarding partnership. Discussion was also held about which date to hold it on. Haugen and Rusch agree to look into booking spaces.

3.6 Racialized Caucus

Poostizadeh provides a brief overview of the discussions held with ACSC and the UBC Administration regarding Black History Month, and the issue that there was no significant conversation prior to the start of the semester, which meant that there was a lack of cohesive planning around what the month’s events would look like. Poostizadeh suggests that a racialized caucus be struck at the beginning of each year, with representatives from every cultural club, so that discussion can be held

about important holidays which are important for the UBCSUO to acknowledge. All agree a form of cultural caucus would be ideal but agree on a less charged name. CULTURAL Caucus was chosen as the most popular option.

4. REPORT ON UNIVERSITY RELATIONS

5. INFORMATION ITEMS

- 5.1 Discussion And Announcements**
- 5.2 Next Meeting Date**