BOARD MEETING AGENDA

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students Board of Directors Meeting, May 31, 2021, Virtual Call

11:00 Call to Order

Directors Present

President (meeting chair)

Vice-President Finance & Operations

Tashia Kootenayoo

Muhammad Waseem

Vice-President ExternalAhmed AhmedVice-President InternalShiven Vinod KheraVice-President Campus LifeJakson Pashelka

Director at Large
Cade Desjarlais

Faculty of Arts and Social Sciences Representative vacant
Faculty of Creative & Critical Studies Representative vacant
Graduate Studies Representative vacant

Faculty of Science Representative Leoul Woldemariam

Faculty of Management Representative

Faculty of Applied Science Representative

Faculty of Health & Social Development Representative

Faculty of Education Representative

Vacant

Vacant

Board of Governors Representative (*ex-offico*)

Shola Fashanu
Senate Caucus Student Representative (*ex-offico*)

Dylan Rogers

Staff Present

General Manager Lori Stevenson Advocacy & Governance Coordinator Sarah Furgason

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

21/05/31.01

/

Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

21/05/31.02

/

Be it resolved that minutes of the meeting held April 28, 2021 be adopted.

4. PRESENTATIONS

4.1 Budget

5. EXECUTIVE REPORTS

21/05/31.03

/

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

6. COMMITTEE BUSINESS

6.1 Executive Committee

25/05/31.04

/

Be it resolved that the minutes of the meetings held May 11 and 25, 2021 be adopted.

6.2 Finance Committee

25/05/31.05

Waseem/

Be it resolved that Cade Desjarlais and Leoul Woldemariam be appointed to the Finance Committee.

6.3 Policy Committee

25/05/31.06

Khera/

Be it resolved that Kai Rogers, Priscilla Uribe, and Sam Diab be appointed to the Policy Committee.

6.4 Campus Life Committee

25/05/31.07

Pashelka/

Be it resolved that Jaanvi Shah and Muhammad Waseem be appointed to the Campus Life Committee.

6.5 Campaigns Committee

25/05/31.08

Ahmed/

Be it resolved that Josie Leung be appointed to the Campaigns Committee.

6.6 Oversight Committee

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25/05/31.09
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Be it resolved that Kai Rogers and Noah Landry be appointed to the Oversight Committee.

6.7 Committee Appointments

25/05/31.10

Be it resolved that Ahmed Ahmed be appointed to the BC Federation of Students Executive Committee.

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25/05/31.11
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Be it resolved that Ahmed Ahmed be appointed to the UBC Task Force on Affordability.

7. REPORT ON UNIVERSITY RELATIONS

- **7.1** Board of Governors
- 7.2 Senate
- **7.3** University Committees
- 8. OLD BUSINESS
 - 8.1 Long-term Strategic Plan
 - 8.2 Indigenous Student Council Honoraria

25/05/31.12

Whereas in the fall of 2020 the Indigenous Student Council outlined concerns on equitable compensation for Resource Centre Coordinators, and

Whereas the Resource Centre Advisory Committee recommendations included equitable honoraria payments for Resource Centre coordinators,

Be it resolved that the 2020-21 Indigenous Student Council coordinators receive honoraria equal to the amount paid to the 2020-21 Resource Centre coordinators.

9. INFORMATION ITEMS

- 9.1 Director Appointments
- 9.2 Health & Dental Plan Working Group
- 9.3 Notable Dates
- 9.4 Next Board Meeting Date
- 10. ADJOURNMENT

BOARD MEETING MINUTES

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students Board of Directors Meeting, April 28, 2021, Virtual Call

Meeting called to order at 15:07

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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	vacant
Director at Large	•
Director at Large	
Faculty of Arts and Social Sciences Representative	
Faculty of Creative & Critical Studies Representative	9
Graduate Studies Representative	•
Faculty of Science Representative	
Faculty of Management Representative	
Faculty of Health & Social Development Representative	
Faculty of Education Representative	vacant
Dinastana Alasant	
Directors Absent	
Director at Large	
Director at Large	
Faculty of Applied Science Representative	
Board of Governors Representative (ex-offico)	
Senate Caucus Student Representative (ex- offico)	Rhys Herzberg
Staff Present	
	1 (0)
General Manager	
Advocacy & Governance Coordinator	9
Well Pub Manager	
Campus Life Coordinator	
Green Text Manager	
Membership Outreach Coordinator	
Finance Manager	
Front Desk/Reception	Kachel Fullili
Guests Present	
Guests Present President CSSDB	Lucas Standina
Guests Present President, CSSDP Member, CSSDP	5

VP Internal (incoming) Ahmed Ahmed

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2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

21/04/28.01 MOTION

Dotto/Rogers

Be it resolved that the agenda be adopted.

CARRIFD

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

21/04/28.02 MOTION

Purba/Dotto

Be it resolved that minutes of the meeting held April 14, 2021 be adopted. CARRIED

4. PRESENTATIONS

4.1 Canadian Students for Sensible Drug Policy (CSSDP)

Standing and Patrick presented to the Board of Directors on their Medical Amnesty Proposal and requested support from the Students' Union.

21/04/28.03

Rogers/Kootenayoo

Be it resolved that the SUO endorse the Medical Amnesty Proposal as presented, and

Be it further resolved that a letter of support for the Medical Amnesty proposal be provided to the UBCO CSSDP.

CARRIED

4.2 Executive Report

Executive Directors provided an overview of their accomplishments over the 2020-21 academic year.

5. MONTHLY REPORTS

21/04/28.04 MOTION

Rogers/Purba

Be it resolved that the Executive reports for the month of March be adopted.

CARRIFD

6. COMMITTEE BUSINESS

21/04/28.04 MOTION

Rogers/Dotto

Be it resolved that the year end committee reports be adopted as

attached.

CARRIED

6.1 Executive Committee

21/04/28.05 MOTION

Dotto/Cannon

Be it resolved that the minutes of the meeting held April 21, 2021 be adopted.

CARRIED

6.2 Finance Committee

6.3 Policy Committee

21/04/28.06 MOTION

Kootenayoo/Wahab

Be it resolved that the minutes of the meeting held April 1 and 22, 2021 be adopted.

CARRIED

21/04/28.07 MOTION

Kootenayoo/Purba

Be it resolved that the changes to Regulation VIII - Student Associations be approved as attached.

CARRIFD

21/04/28.08 MOTION

Kootenayoo/Rogers

Be it resolved that the changes to Regulation VII - Code of Conduct be approved as attached.

CARRIED

6.4 Campaigns Committee

6.5 Oversight Committee

21/04/28.09 MOTION

Rogers/Purba

Be it resolved that the minutes of the meeting held March 11, 2021 be adopted.

CARRIED

21/04/28.10 MOTION

Rogers/Purba

Be it resolved that the Executive Summary Report for April 2021 be adopted.

CARRIED

6.6 Graduate Student Committee

21/04/28.11 MOTION

Wallis/Dotto

Be it resolved that the minutes of the meetings held April 12 and 19, 2021 be adopted.

CARRIED

21/04/28.12 MOTION

Wallis/Kootenayoo

Be it resolved that the Fair Funding campaign be referred to the Campaigns Committee for additional promotion.

CARRIED

21/04/28.13 MOTION

Wallis/Wahab

Be it resolved that the Graduate Student Committee honoraria be disbursed as follows, in accordance with motion 20/11/30.18:

Name	April 12	April 19	Total
Anne Claret	Present	Present	100
Rina Garcia	Present	Present	100
Ben Wiltshire	Present	Present	100
Maya Pilin	Present	Present	100
Kirthana Ganesh	Present	Absent	50
Nibirh Jawad	Present	Present	100

CARRIFD

6.7 Electoral Committee

21/04/28.14 MOTION

Kootenayoo/Dotto

Whereas the Electoral Committee identified a need for a more robust vetting process for electoral candidates,

Be it resolved that the Policy Committee research options for improvements to candidate vetting, and

Be it further resolved the Policy Committee bring recommendations to the Board of Directors prior to January of 2022. CARRIED

7. REPORT ON UNIVERSITY RELATIONS

7.1 Board of Governors

7.2 Senate

7.3 Other University Committees

Kootenayoo provided and update on the Anti-Racism, Inclusion, and Excellence Task Force.

8. OLD BUSINESS

8.1 Capital Project

21/04/28.15 MOTION

Kootenayoo/Rogers

Whereas the Presidents' Future Plan and SUO Capital Proposal were approved by the Students' Union Board of Directors, mandating the pursuit of a capital project on the UBC Okanagan campus, and Whereas on April 27, 2021, the Student Union's Executive 1 Proposal was approved by UBC's leadership, and

Whereas the SUO's capital project requires the establishment of a committee to ensure the project proceeds as outlined in the UBC Development Process,

Be it resolved that an ad-hoc "SUO Capital Project Steering Committee" be struck with the mandate to advance the capital project and bring it to completion, and

Be it further resolved that the membership of the committee be as follows: Natalie Walliser, Capital Planning and Infrastructure Development or Designate, Rob Einarsson, AVP Finance & Administration or Designate, Dale Mullings, AVP Students or Designate, one (1) UBC Appointed Representative, SUO President (May 1 – April 30, annual term), one (1) SUO Executive Director (May 1 – April 30, annual term), two (2) SUO Board Members (May 1 – April 30, annual term), SUO Project Manager or Designate, SUO General Manager, one (1) UBC Alumni seat to be filled by Ali Poostizadeh, one (1) UBC Alumni (2-year term), one (1) SUO Contracted Building Project Manager or Designate, and

Be it further resolved that the committee have the power to make decisions related to the SUO capital building project, and

Be it further resolved that the committee have the authority to hold meetings in camera, and

Be it further resolved the committee operate until its mandate has been fulfilled.

Kootenayoo asked if there needed to be a designated Indigenous Representative on the committee and if the SUO Executive Director seat could be specified.

Poostizadeh responded that Indigenous consultation would be built into the process at a number of levels. He added that the Executive Director seat is meant to be rotating and therefore not specified.

Stevenson asked if the contracted building project seat should be filled at a later date.

Poostizadeh stated that the seat should be filled in November.

Stevenson preferred the SUO Executive Director seat should be filled annually.

Rogers agreed, especially since the committee will hold meetings in camera. He preferred that the role be designated to the VP Internal.

Kootenayoo agreed that the VP Internal would be a good fit for the position.

MOTION CARRIED

21/04/28.16 MOTION

Dotto/Purba

Be it resolved that the incoming VP Internal, Shiven Vinod Khera be recommended for the position of SUO Executive Director on the SUO Capital Project Steering Committee.

CARRIED

21/04/28.17 MOTION

Dotto/Purba

Be it resolved that Ali Poostizadeh, Abid Bin Wahab and Ahmed Fayed be removed as signing authority on all bank accounts held by the Students' Union of UBC Okanagan, namely the Royal Bank of Canada and Valley First Credit Union as of May 1, 2021, and

Be it further resolved that Tashia Kootenayoo, Muhammad Waseem and Jakson Pashelka be granted signing authority on all bank accounts held by the Students' Union of UBC Okanagan, namely the Royal Bank of Canada and Valley First Credit Union as of May 1, 2021.

CARRIED

9. INFORMATION ITEMS

9.1 Long-term Strategic Plan

Poostizadeh requested feedback on the Long-term Strategic Plan proposals.

Rogers preferred to go with MNP. He liked that we had worked with them previously and felt there would be less time spend getting to know our organization.

Stevenson spoke in favour of CoreMatters. She was happy with the work previously done by MNP but thought that CoreMatters would be best suited to facilitate the conversation on the Strategic Plan.

Rusch stated the previous president had a conflict with MNP and that concerned her.

Kootenayoo spoke in favour of MNP but saw problems with both presentations.

Pashelka spoke in favour of CoreMatters and believed they were more genuine in their approach.

Poostizadeh spoke in favour of MNP; he felt they were more professional and noted they are one of the four major firms in Canada for consultations and audits.

Ouellet thought it might be a better idea to look at other options. He thought it would be a better decision for the incoming board. He didn't like some of the processes and interactions with MNP.

Furgason and Smailes provided input on their experiences working with MNP.

Rogers stated he had changed his mind, and spoke in favour of CoreMatters hearing that so many staff members did not have positive experiences with MNP previously.

Kootenayoo again spoke in favour of MNP due to the fact that have worked extensively with students' societies. In addition, should the future Board of Directors wish to audit the SUO internal policies, MNP would be able to facilitate that work.

Rogers moved a motion:

Be it resolved that CoreMatters be contracted to conduct a long-term strategic plan.

The motion was not seconded.

21/04/28.18 MOTION

Kooteanyoo/Wahab

Be it resolved that MNP be contracted to conduct a long-term strategic plan.

CARRIED

10. ADJOURNMENT

Meeting adjourned at 17:05

NAME: Tashia Kootenayoo REPORT END DATE: 05-01-15-2021 #HOURS WORKED:60

ACTIVITES COMPLETED THIS PERIOD

- Organized the facilitation of Board, Executive, and Staff meetings.
- Met with AVP of Students and other UBC admin for introductive meetings.
- Completed SUO consult on phase one of planning for Arts Foyer Facilitation.
- OER Working Group Meeting
- Represented SUO at the Skeena Virtual Tour with the Premier and UBC.

ACTIVITIES IN PROGRESS

- Planning SMART goals for the year and conducting preliminary research and consults to ensure tangible action plan for these goals.
- Long term strategic planning- with a focus on inclusivity and equity audit of the SUO.
- Organizing and prepping for the annual strategic plan.
- Meeting with Directors to discuss their goals and contextualize SUO.
- Mental Health initiatives; I'm working on quite a few mental health focused projects. UBC Health and Wellness planning with Shiven, A subsidy program with Rachel and Sarah as well improving Health and Dental benefits.

ISSUES FOR IMMEDIATE ATTENTION

• Worksafe Office Procedures- I'm working on this with Aaron and Lori but am awaiting executive schedules and confirmation of reading the back to office safety plan.

ACTIVITIES TO BE STARTED

- Strategic Plan package creation with Lori
- President Budget draft lines
- Board of Governors SUO goals/presentation planning

NOTES / OTHER

NAME: Muhammad Waseem REPORT END DATE: 05-15-21 #HOURS WORKED: 46

ACTIVITES COMPLETED THIS PERIOD

- Orientation training Media training session-Word Training
- 2 discussions with staff partner Leanne regarding goals and objectives for the year
- Meeting with every individual member of the board
- Reviewed previous years budgets
- UBC Arts Foyer Reconstruction Meetings

ACTIVITIES IN PROGRESS

- Reviewing minutes and documents from last year's Policy Committee meetings
- Reviewing EOT Reports
- Read the regulations regarding student association funding

ISSUES FOR IMMEDIATE ATTENTION

- Setting Finance Committee meeting schedule and confirming membership
- Exec meeting to discuss overlap in plans
- Emailing Lesley Cormac's office for enrollment estimates
- Preliminary Budget

ACTIVITIES TO BE STARTED

- Review Student Care usage and options/ Meeting with Baharah
- Finalization of executive provided budgets with finance committee

NOTES / OTHER

I am reading up on SUO committees that I would be interested in joining

NAME: Ahmed Ahmed PAY PERIOD ENDED: 15-05-21

#HOURS WORKED: 40-50

ACTIVITES COMPLETED THIS PERIOD

- Attended all training meetings
- Attended all SUO Executive and Staff Meetings
- Met with VP Finance and Staff Partner to work on and start drafting the VP external finances for 2021/2022
- Worked along with Staff partner and other VP's for strategic planning and started working on the mental health initiatives

ACTIVITIES IN PROGRESS

- Meeting with all mental health services and facilities students may work with to see their advice and increase partnership
- Drafting finances for VP external
- Emailing and increasing sponsorships with all SUO partners

ISSUES FOR IMMEDIATE ATTENTION

- There aren't any immediate attention issues for now.
- ...
- ...

ACTIVITIES TO BE STARTED

- Choosing which external committees, I will be in
- · Meeting with Equity and Inclusion Office
- Planning for EXPO 2021
- Campaigns Committee Meeting
- Interviewing and Adding Student At Large to the campaigns committee

NOTES / OTHER

- There aren't any notes at the moment!
- Thank you!

PLEASE LIMIT YOUR REPORT TO ONE PAGE

NAME: Shiven Vinod Khera REPORT END DATE: 05-15-2021

#HOURS WORKED: 40-50

ACTIVITES COMPLETED THIS PERIOD

- ... Preliminary meetings with the CAP 2020 working group to seek their recommendations
- ... Met with Gary from food services to understand the food services involvement and to come up with ways to tackle food insecurity.
- ... Met with Cindy from the Ombuds office for introduction as well as planning for the upcoming year
- ... Attended almost all SUO trainings, exec meetings and other group meetings.

ACTIVITIES IN PROGRESS

- ... CAP 2020 meetings with the co-chair
- ...Gary's action plan and recommendations
- ...Meeting with Stefanie from the SEO
- ... Understanding the role better –

ISSUES FOR IMMEDIATE ATTENTION

- ... None at the moment. Working closely with Izzy to get an overview on the orientation and will plan action items.
 - ...Meeting with various departments and simply introducing right now, so no immediate action item pending, but yes, ongoing items for sure! ©
- ...
- ..
- ... (add / remove bullets as required)

ACTIVITIES TO BE STARTED

- ... Policy Committee meetings
- ...Will sit on some external committees (still deciding which!!).
- ..
- ... (add / remove bullets as required)

NOTES / OTHER

- ... Thank you!!! ☺
- ...
- ...

• ... (add / remove bullets as required)

PLEASE LIMIT YOUR REPORT TO ONE PAGE

NAME: Jakson REPORT END DATE: 05-16-2021 #HOURS WORKED: 48

ACTIVITES COMPLETED THIS PERIOD

- Created a merchandise budget for exec/general items.
- Was added to Campus Programmers Meetings
- Facebook and Instagram analytical training

ACTIVITIES IN PROGRESS

- A work in progress notable days sheets for socials
- Establishing committee members/interviews

ISSUES FOR IMMEDIATE ATTENTION

- Construct committee interviewee questions
- Schedule meeting with AVPS
- Email GenM/Prez/Sarah agenda items

ACTIVITIES TO BE STARTED

- Fall Programming
- Proposed budget due May 31
- Leads on sponsorships with respect to restrictions.

NOTES / OTHER

• -Meet w/ the rest of the directors at large

PLEASE LIMIT YOUR REPORT TO ONE PAGE

EXECUTIVE COMMITTEE MEETING MINUTES

UBC Students' Union Okanagan Executive Committee Meeting, May 11, 2021, Virtual Call

Meeting called to order at 11:11

Committee Members Present

President (meeting chair)
Vice-President External
Vice-President Finance & Operations
Vice-President Internal
Vice-President Campus Life

Tashia Kootenayoo
Ahmed Ahmed
Muhammad Waseem
Shiven Vinod Khera
Vice-President Campus Life

Jakson Pashelka

Staff Present

General Manager Lori Stevenson

ACKNOWLEDGEMENT OF TERRITORY

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2. ADOPTION OF AGENDA

21/05/11.01

Pashelka/Waseem

Be it resolved the agenda be adopted.

Carried

3. NEW BUSINESS

3.1 Board Honoraria

21/05/11.02

Waseem/Pashelka

Be it resolved that board members receive twenty percent stipend of their monthly honoraria for training attended in April.

Carried

4. INFORMATION ITEMS

4.1 Executive Reports

Directors discussed the purpose of reporting at the Executive Committee.

4.2 Communication

Directors reviewed the communications document.

4.3 Budget & Strategic Planning

Plans for upcoming budget and strategic planning were considered.

4.4 Worksafe Office Procedures

Kootenayoo stated she will provide incoming directors with the office protocol document.

4.5 SVPRO Monthly Meetings

Kootenayoo provided information about monthly SVPRO meetings.

4.6 In Camera Session

21/05/11.03

Waseem/Khera

Be it resolved that the meeting move in camera.

Carried

Meeting moved in camera at 12:11

Meeting moved ex camera at 12:25

Executive directors agreed that Kootenayoo, Waseem, and an additional director should review the performance and contract of the General Manager. Directors agreed to hire a human resources consultant to help facilitate the review.

5. ADJOURNMENT

Meeting adjourned at 12:26

EXECUTIVE COMMITTEE MEETING MINUTES

UBC Students' Union Okanagan Executive Committee Meeting, May 25, 2021, Virtual Call

Meeting called to order at 11:07

Committee Members Present

President (meeting chair)
Vice-President External
Vice-President Finance & Operations
Vice-President Internal
Vice-President Campus Life

Tashia Kootenayoo
Ahmed Ahmed
Muhammad Waseem
Shiven Vinod Khera
Jakson Pashelka

Staff Present

General ManagerLori StevensonAdvocacy & Governance CoordinatorSarah FurgasonFront Desk/ReceptionRachel Fortin

1. ACKNOWLEDGEMENT OF TERRITORY

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2. ADOPTION OF AGENDA

21/05/21.01

Waseem/Vinod Khera

Be it resolved that the agenda be adopted.

Carried

3. PRESENTATIONS

3.1 Health & Dental Plan Programming

Fortin gave a presentation on a possible addition to Health & Dental programming, providing info sessions for incoming students during the late summer and early fall.

Directors discussed the initiative and agreed it would help inform new students about the Health & Dental Plan.

Waseem added that there could be additional ways to promote the Plan to students.

4. OLD BUSINESS

4.1 Fusion Lease

Stevenson provided an update on the Fusion lease.

Waseem suggested a review process for the leased businesses, where students would be able to give feedback on the food services.

Furgason asked if there were concerns that students might be motivated to give feedback based on a negative experience.

Waseem agreed it was a possibility but said if there were negative surveys the SUO wants to know about them and that the businesses would be motivated to encourage students to provide a positive review.

Stevenson suggested the feedback could be collected via the Student Experience Survey.

Waseem reminded committee members that the new meal plan will impact SUO revenues and that it is important to ensure decisions are being made with that in mind.

Stevenson asked if directors were comfortable removing the clause in the lease that does not allow for a renewal.

Committee members agreed that the clause could be removed.

5. NEW BUSINESS

6. INFORMATION ITEMS

6.1 Strategic Plan

Stevenson reminded everyone about the upcoming strategic planning session.

6.2 Vaccine Promotion

The SUO has received a request to promote vaccine awareness and asked if any directors were opposed to such promotion. All agreed to promote vaccine awareness.

6.3 Student-at-Large Appointments

Kootenayoo provided information about the student-at-large appointments.

Waseem suggested sending students a questionnaire rather than holding interviews. Directors thought a questionnaire would be suitable.

Stevenson will reach out to directors-at-large to ask for assistance with the student-at-large committee appointments.

6.4 UBC Committees

Kootenayoo suggested a process for how to respond to requests from UBC for committee appointments.

Furgason suggested that requests for committee appointments should be posted in the slack channel and finalized by motion at the next board meeting. Kootenayoo added that some committee appointments will fall under a specific portfolio and those executive committee members will be reached out to first. All agreed.

6.5 SUO Business Screens

Stevenson asked for feedback on the current plan to add a screen to the exterior of the Well Pub, facing the main seating area in UNC. Directors decided to proceed as planned.

6.6 Indigenous Peoples Day

Indigenous Peoples Day takes place on June 21st. Kootenayoo suggested that the SUO make the day a holiday.

Furgason suggested that students and staff could be encouraged to take time to learn about indigenous-created stories and media; further, the organization could facilitate a discussion following the holiday to hear what staff and students took from the day.

Stevenson reminded everyone that the "Pulling Together" training is in the process of being scheduled.

Directors were in support of the initiative.

21/05/25.02

Be it resolved the meeting be moved in camera.

Ahmed/Vinod Khera

Carried

Meeting moved in camera at 12:09

Meeting moved ex camera 12:33

7. ADJOURNMENT

Meeting adjourned at 12:34