

BOARD MEETING AGENDA

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Board of Directors Meeting, June 14, 2021, Virtual Call

13:00 Call to Order

Directors Present

President (meeting chair)	Tashia Kootenayoo
Vice-President Finance & Operations	Muhammad Waseem
Vice-President External	Ahmed Ahmed
Vice-President Internal	Shiven Vinod Khera
Vice-President Campus Life	Jakson Pashelka
Director at Large	Kai Rogers
Director at Large	Priscilla Uribe
Director at Large	Jaanvi Shah
Director at Large	Cade Desjarlais
Faculty of Arts and Social Sciences Representative	<i>vacant</i>
Faculty of Creative & Critical Studies Representative	<i>vacant</i>
Graduate Studies Representative	<i>vacant</i>
Faculty of Science Representative	Leoul Woldemariam
Faculty of Management Representative	Josie Leung
Faculty of Applied Science Representative	Sam Diab
Faculty of Health & Social Development Representative	<i>vacant</i>
Faculty of Education Representative	<i>vacant</i>
Board of Governors Representative (<i>ex-officio</i>)	Shola Fashanu
Senate Caucus Student Representative (<i>ex-officio</i>)	Dylan Rogers

Directors Absent

Staff Present

Advocacy & Governance Coordinator	Sarah Furgason
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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.

1.1 Truth and Reconciliation Commission Calls to Action

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

21/06/14.01

/

Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

21/06/14.02

/

Be it resolved that minutes of the meeting held May 31, 2021 be adopted.

4. PRESENTATIONS

5. EXECUTIVE REPORTS

21/06/14.03

Be it resolved that the Executive Summary reports be adopted as attached.

6. COMMITTEE BUSINESS

6.1 Executive Committee

21/06/14.04

Be it resolved that the minutes of the meeting held June 8, 2021 be adopted.

6.2 Finance Committee

6.3 Policy Committee

21/06/14.05

Be it resolved that Nolan Schmeekle be appointed to the Policy Committee.

6.4 Campus Life Committee

21/06/14.06

Be it resolved that Colby Jeffries be appointed to the Campus Life Committee.

6.5 Campaigns Committee

21/06/14.07

Be it resolved that Muhammad Konain be appointed to the Campaigns Committee.

6.6 Oversight Committee

21/06/14.08

Be it resolved that Fatima Al-Roubaiai be appointed to the Oversight Committee.

21/06/14.09

Rogers/

Be it resolved that Sarah Furgason be appointed to the Oversight Committee until a General Manager has been hired.

7. REPORT ON UNIVERSITY RELATIONS

7.1 Board of Governors

7.2 Senate

7.3 Other University Committees

8. OLD BUSINESS

9. NEW BUSINESS

21/06/14.10

Be it resolved that the resignation of the Chief Returning Officer, Tyleigh Massey-LecLerc be accepted.

21/06/14.11

Be it resolved that Lorelei Stevenson be removed as signing authority on all bank & investment accounts held by the Students' Union Okanagan of UBC, namely the Valley First Credit Union, the Royal Bank of Canada, & RBC Dominion Securities as of May 1, 2021.

21/06/14.12

Khera/

Whereas the Health & Dental Plan Working Group was previously created and tasked with researching potential enhancements to the Student Care Health & Dental Plan, and

Whereas the Health & Dental Plan Working Group has identified enhancements for 2021-22,

Be it resolved that the enhancements to the Student Care Health & Dental Plan for 2021-22 be approved as follows:

Adding dietician coverage at \$35 per visit up to \$350 per year,

Increasing psychology coverage per visit maximum from 80% to 100%, and

Increasing the annual maximum psychology benefit amount from \$600 to \$1000.

10. INFORMATION ITEMS

10.1 Audit

10.2 Next Board Meeting Date

11. ADJOURNMENT

BOARD MEETING MINUTES

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

Meeting called to order at 13:05

Directors Present

President (meeting chair)	Tashia Kootenayoo
Vice-President Finance & Operations	Muhammad Waseem
Vice-President External	Ahmed Ahmed
Vice-President Internal	Shiven Vinod Khera
Vice-President Campus Life	Jakson Pashelka
Director at Large	Kai Rogers
Director at Large	Priscilla Uribe
Director at Large	Cade Desjarlais
Faculty of Arts and Social Sciences Representative	<i>vacant</i>
Faculty of Creative & Critical Studies Representative	<i>vacant</i>
Graduate Studies Representative	<i>vacant</i>
Faculty of Science Representative	Leoul Woldemariam
Faculty of Management Representative	Josie Leung
Faculty of Applied Science Representative	Sam Diab
Faculty of Health & Social Development Representative	<i>vacant</i>
Faculty of Education Representative	<i>vacant</i>
Board of Governors Representative (<i>ex-officio</i>)	Shola Fashanu
Senate Caucus Student Representative (<i>ex-officio</i>)	Dylan Rogers

Directors Absent

Director at Large	Jaanvi Shah
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Staff Present

Advocacy & Governance Coordinator	Sarah Furgason
Front Desk Staff	Rachel Fortin
Campus Life Coordinator	Joe Haugen
Well Pub Manager	Mike Ouellet
Finance Manager	Leanne Smailes

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

21/05/31.01

Rogers/Khera

Be it resolved that the agenda be adopted.

21/05/31.02

Desjarlais/Khera

Be it resolved that the agenda be amended to add KSS Memorial Fund Donation to discussion.

Carried

21/05/31.03

Ahmed/Desjarlais

Be it resolved that the agenda be amended to add the former Kamloops Residential School news to discussion.

Carried

21/05/31.01 carried as amended

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

21/05/31.04

Rogers/Khera

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

Carried

4. PRESENTATIONS

4.1 Budget

Waseem presented on the budget draft.

5. EXECUTIVE REPORTS

21/05/31.05

Ahmed/Rogers

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

Carried

6. COMMITTEE BUSINESS

6.1 Executive Committee

25/05/31.06

Desjarlais/Diab

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

Carried

6.2 Finance Committee

21/05/31.07

Waseem/Desjarlais

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

Carried

6.3 Policy Committee

21/05/31.08

Khera/Ahmed

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

Carried

6.4 Campus Life Committee

21/05/31.09

Pashelka/Waseem

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

21/05/31.10

Desjarlais/Waseem

Be it resolved the motion be amended to add Cade Desjarlais.

Carried

21/05/31.09 carried as amended

6.5 Campaigns Committee

21/05/31.11

Ahmed/Khera

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

Carried

6.6 Oversight Committee

21/05/31.12

Rogers/Desjarlais

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

21/05/31.13

Desjarlais/Ahmed

Be it resolved that Noah Landry's name be removed from the motion.

Kootenayoo and Rogers opposed the amendment.

Waseem and Pashelka spoke in favour of the amendment.

After fulsome discussion, Kootenayoo called the question, seconded by Waseem. The motion carried.

21/05/31.13 carried

Rogers, Uribe, Leung, and Kootenayoo were opposed to the amendment.

21/05/31.12 carried as amended

6.7 Committee Appointments

21/05/31.14

Khera/Waseem

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

Carried

21/05/31.15

Khera/Waseem

Be it resolved that Ahmed Ahmed be appointed to the UBC Task Force on Affordability.

Carried

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

Kootenayoo provided an update on the long-term strategic plan. The previous board decided to hire an external company to consult on that plan. Kootenayoo suggested the motion should be reviewed.

21/05/31.16

Desjarlais/Khera

Be it resolved that motion 21/04/28.18 be rescinded.

Carried

8.2 Indigenous Student Council Honoraria

21/05/31.17

Desjarlais/Waseem

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.

Carried

Kootenayoo provided additional information regarding the payments and confirmed the

honoraria would be coming from the previous years' budget.

9. INFORMATION ITEMS

9.1 Director Appointments

Fortin, Desjarlais, and Rogers will be facilitating the student-at-large appointments.

Furgason reminded directors that seats on the board remain to be filled by appointment.

All agreed that Khera and Furgason should facilitate the recommendations for director appointments.

9.2 Health & Dental Plan Working Group

Khera gave an update on the work being conducted by the working group.

9.3 Notable Dates

Haugen reminded directors that there is a list of notable dates that has been compiled by the SUO to recognize days related to social justice. He asked directors for input on dates that should be added to the list. The Campus Life Committee will bring the list forward for approval at the next board meeting.

9.4 Donation for KSS Graduate Families

Desjarlais spoke to the recent tragic loss of three Kelowna Senior Secondary grade 12 students. He suggested that the Board consider a small donation to the families of the students who passed away. Directors all agreed they would like to show support to the families.

21/05/31.17

Desjarlais/Khera

Be it resolved that the SUO donate \$1,000 to the KSS Memorial Fund organized by the KSS Parent Advisory Committee.

21/05/31.18

Ahmed/Khera

Be it resolved the amount be changed to \$2000.

21/05/31.19

Waseem/Khera

Be it resolved the amount be changed to \$3000.

Carried

21/05/31.18 carried as amended

21/05/31.17 carried as amended

9.5 Statement on Former Kamloops Residential School

Ahmed spoke about the recent news of the remains of 215 Indigenous children at the former Kamloops Residential School. He suggested a few options of how the SUO might take action and asked for input from directors.

Khera agreed that the issue is serious and the SUO should act.

Waseem agreed that the SUO should make a statement to the federal government and

that the SUO should make an official acknowledgement of the event.

Ahmed reminded directors that Indigenous people in Canada are still facing discrimination and that the SUO should join others in calling attention to it.

Rogers confirmed that a statement would be drafted and provided to the board of directors via the slack channel. Ahmed agreed to work on the statement. He said he would work with UBC on a possible collaboration for a memorial.

Meeting moved in camera

21/05/31.20

Waseem/Desjarlais

Be it resolved the meeting move in camera.

Carried

Meeting moved in camera 15:50

Meeting moved ex camera 16:37

10. ADJOURNMENT

Meeting adjourned at 16:37

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Tashia Kootenayoo
WORKED:62

REPORT END DATE : 05-31-21

#HOURS

ACTIVITIES COMPLETED THIS PERIOD

- Strategic Planning Session one; planned and facilitated first half of the SP with Stevenson.
- Health and Dental Plan working group; I attended one meeting with an action item with StudentCare stats on the psychology benefits. I completed my consultation with the working group and my follow up items.
- Met with Dale Mullings; followed up on the Student psychology clinic and SUO contributions to aid in my budget line process.
- Met with Donna from the OER working group to create, finalize and submit application to the UBC equity bursary for an event on Indigenous knowledge and its intersection with Open Educational Resources.
- Met with Santa Ono; presented on the final action items and outcomes of 2020-2021 BOD goals such as the equity bursaries and other projects.
- UBC consultation on tuition for new program; provided SUO student feedback over email and in two (2) separate meetings on the proposed Master of Design (M. Des.)
- ISC Honoria; an action item from the 2020-2021 year that has been finished as per the recommendations approved by the out-going BOD.

ACTIVITIES IN PROGRESS

- WorkSafe Office Procedures; these schedules for the executive have been forwarded over to White and Fortin. Awaiting the provincial guidelines for more specifics on the up-coming resumptions of office. I need to re-confirm with the Staff what hybrid model is most comfortable.
- Human Resources issues resolved and on-going for GM.
- Finalizing SMART goals; needing to plan out the reminder of relevant budget line items to correspond with the goals. Budget line items; I need to get a draft copy to the VP Finance for the budget.
- The FRP for the long-term strategic plan; it has been amended by Stevenson to reflect changes such as an anti-oppression focus. It will now be forwarded onto Equity Inclusion Office (eio) for review, recommended changes and consultant recommendations.
- Strategic Planning Session two; planning with Mike and the BCFS an in-person meeting of all staff and executives to continue the process.
- Board of Director appointments; working with Shiven and Sarah to ensure this process is reflective of past procedures and equitable etc.

ISSUES FOR IMMEDIATE ATTENTION

- Strategic Planning; begin working on redrafting the document.

ACTIVITIES TO BE STARTED

NOTES / OTHER

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Jakson

REPORT END DATE: 05-31-2021

#HOURS WORKED: 32

ACTIVITIES COMPLETED THIS PERIOD

- Attended a campus programmer meeting to discuss SUO x SEO space in UNC.
- Requested and received letters of intent for all students at large.
- Gained full access to social media and did a free online course to learn analytics from Facebook.
- Began zooming some student associations to connect and develop a relationship.

ACTIVITIES IN PROGRESS

- Appointing the student at large for the CL committee
- Budgeting for the CL line and working on a fall event calendar.
- Reaching out to prospective sponsors and distributors
- ... (add / remove bullets as required)

ISSUES FOR IMMEDIATE ATTENTION

- CL Budget Line draft for approval, should be finished mid-June.
- Meet with Dale.
- Contact SVPRO // What is REES?
- ... (add / remove bullets as required)

ACTIVITIES TO BE STARTED

- Mike ordering swag, swag ordering in general
- Executive SMART Goals
- Gathering quotes from vendors and facility reps
- ... (add / remove bullets as required)

NOTES / OTHER

- Connecting w/ exec alumni later this week
- Ask Finance for previous budget lines, SUP budget?
- ...
- ... (add / remove bullets as required)

PLEASE LIMIT YOUR REPORT TO ONE PAGE

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Ahmed Ahmed

PAY PERIOD ENDED: 31-05-21

#HOURS WORKED: 50

ACTIVITIES COMPLETED THIS PERIOD

- Attended all training meetings
- Attended all SUO Executive and Staff Meetings
- Met again 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
- Met with Health & Wellness and started drafting a communication plan that will be launched in Fall 2021
- Joined the OER committee and the Affordability and Positive Space committees
- Reviewed and research UBC climate action plan 2030 for the meeting in the next week

ACTIVITIES IN PROGRESS

- Still Meeting with all mental health services and facilities students may work with to see their advice and increase partnership
- Finalizing Campaigns Committee expenses
- Planning for Expo 2021

ISSUES FOR IMMEDIATE ATTENTION

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

ACTIVITIES TO BE STARTED

- Campaigns Committee first Meeting
- Mental Health Campaign Planning

NOTES / OTHER

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

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Muhammad Waseem

REPORT END DATE: 05-30-21

#HOURS WORKED: 46

ACTIVITIES COMPLETED THIS PERIOD

- discussions with Leanne regarding goals and objectives for the year
- Meetings with various parties regarding budget information
- Reviewed previous years budgets
- Training
- Preparation of committee recommendations and documentation
- Reviewing EOT Reports

ACTIVITIES IN PROGRESS

- Budget Meetings
- Gathering quotes and a list of capital costs

ISSUES FOR IMMEDIATE ATTENTION

- Budget(this is repetitive & very hard to summarize because it's a lot of the same work for different lines)

ACTIVITIES TO BE STARTED

- Final Budget Presentation

NOTES / OTHER

ADD/REMOVE BULLET POINTS AS REQUIRED, BUT PLEASE LIMIT YOUR REPORT TO ONE PAGE

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Shiven Vinod Khera PAY PERIOD ENDED: 05-31-21. (Submitted on June 5th)
#HOURS WORKED:50-60

ACTIVITIES COMPLETED THIS PERIOD

- Relationship made with UBC Food services- Working on a food security initiative for the Pantry
- Health and Dental plan working group Created and Dissolved after benefit enhancement objectives were completed
- Created a rough draft for strat planning budget for line items of the VP Internal
- Reached out to various resource centres to highlight our commitment as an SUO

ACTIVITIES IN PROGRESS

- Ombuds survey for the students + helping them with their working committee
- Food security plan with Food Services- UBCO Pantry- Ongoing discussions
- Working on creating a mental health initiative with Rachel and potentially Agelink
- Going to reach out to PRC, DRC, IPS etc to book one on one goal planning meetings before September to take a headstart

ISSUES FOR IMMEDIATE ATTENTION

- No issues that require immediate action except for smaller tasks like the BCFS report due soon, objectives are on-going 😊

ACTIVITIES TO BE STARTED

- Planning to start the mental health initiative working group to involve more directors and part of the team
- Policy committee starting

NOTES / OTHER

- All great so far!! Looking forward to all the learning 😊

PLEASE LIMIT YOUR REPORT TO ONE PAGE

EXECUTIVE COMMITTEE MEETING MINUTES

UBC Students' Union Okanagan
Executive Committee Meeting, June 8, 2021, Virtual Call

Meeting called to order at 11:10

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

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. ADOPTION OF AGENDA

21/06/11.01

Ahmed/Khera

Be it resolved that the agenda be adopted.

Carried

3. NEW BUSINESS

3.1 Board Honoraria

21/06.11.02

Khera/Waseem

Be it resolved that board honoraria for May be disbursed as follows:

Name	Percentage
Kai Rogers	100%
Jaanvi Shah	100%
Cade Desjarlais	100%
Pricilla Uribe	100%
Josie Leung	100%
Sam Diab	100%
Leoul Woldemariam	100%

Carried

Committee members discussed expectations for board members to submit their hours of work.

3.2 Legacy Fund Applications

Kootenayoo and Waseem mentioned that the Legacy Fund Application and related Regulation needs to be clarified.

21/06/11.03

Waseem/Khera

Be it resolved that Legacy Fund application #39 be approved for up to \$1,000 for travel expenses.

Carried

Kootenayoo provided some additional information on the process Legacy Fund application process, once an application has been approved.

4. INFORMATION ITEMS

4.1 Transition Discussion

Kootenayoo updated committee members on the transition to a new General Manager.

4.2 Committee & Board Appointments

Furgason provided an updated on the Student-at-Large and Board of Directors appointment processes.

5. ACTION ITEMS

5.1 KSS Memorial Fund Donation

Khera agreed to ensure the approved donation is made to the KSS Memorial Fund.

5.2 IRSSS Donation

Ahmed suggested a donation to the Indian Residential School Survivor Society. Waseem felt that doing a memorial or fundraiser would be preferred. Kootenayoo thought it would be a good idea to bring it to the board as a motion. Ahmed thought maybe the funds could be spent in the community. Kootenayoo suggested further research. Khera thought that a donation and a memorial would be ideal. He thought maybe setting up a bursary would be a way to make a positive impact. Kootenayoo said that a bursary has already been set up with funds from the SUO to benefit BIPOC students.

5.3 SUO Statement Next Steps

Kootenayoo let everyone know that the statement approved by the Board of Directors has been sent to the federal government, local representative, and opposition leaders. She would like to film a video to communicate the SUO response to the members and asked for approval from the committee. All agreed. Kootenayoo will work on logistics and a script for the video.

5.4 Indigenous People's Day

Kootenayoo discussed next steps for Indigenous People's Day. She asked approval from the Executive Committee to close the SUO office and businesses for that day. All agreed. Kootenayoo will follow up with the Finance Manager and business managers. Pashelka will follow up with Haugen to create social media assets for the day.

5.5 TRC Calls to Action

Furgason suggested allocating time at the beginning of each board meeting to review and discuss the Truth and Reconciliation Commission calls to action. Executive members agreed to implement the initiative. Furgason will add the calls to action to the agenda items.

5.6 Mental Health Initiative

Khera brought forward an idea that Fortin has been working on. The idea is to connect students with community members who they can talk to. The purpose of the initiative is to create additional support for students; it is not meant to replace professional mental health services. Ahmed mentioned he has similar plans. Ahmed and Khera agreed to meet and discuss their ideas.

6. ADJOURNMENT

Meeting adjourned at 12:21