

BOARD MEETING AGENDA

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Board of Directors Meeting, October 13, 2021, Virtual Call

18:00 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	Lindsay McGrail
Faculty of Creative & Critical Studies Representative	Laavanya Prakash
Graduate Studies Representative	Kirthana Ganesh
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	Grace Halpin
Faculty of Education Representative	Serena Slonowski
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
General Manager	Jason Evans

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

21/10/13.01

Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

21/10/13.02

Be it resolved that minutes of the meeting held September 29, 2021 be adopted.

4. PRESENTATIONS

4.1 Sex Positivity Resource Centre Proposal

5. EXECUTIVE REPORTS

21/10/13.03

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

6. COMMITTEE BUSINESS

6.1 Executive Committee

21/10/13.04

Be it resolved that the minutes of the meeting held October 5, 2021 be adopted.

6.2 Finance Committee

6.3 Policy Committee

6.4 Campus Life Committee

6.5 Campaigns Committee

21/10/13.05

Ahmed/

Be it resolved that the minutes of the meeting held September 29, 2021 be adopted.

21/10/13.06

Ahmed/

Be it resolved that Kirthana Ganesh and Cade Desjarlais be appointed to the Campaigns Committee.

6.6 Oversight Committee

6.7 Graduate Student Committee

21/10/13.07

Ganesh/

Be it resolved that the minutes of the meetings held September 24, 2021 be adopted.

21/10/13.08

Ganesh/

Be it resolved that the Graduate Student Committee honoraria be disbursed as follows:

Name	September 24 th Meeting	October 8 th Meeting	Honoraria Amount
Anne Claret	Present	Present	\$100
Rina Garcia	Present	Present	\$100
Nibirh Jawad	Present	Present	\$100
Maya Pilin	Absent	Absent	\$0

6.8 Electoral Committee

21/10/13.09

Be it resolved that the minutes of the meeting held October 1, 2021 be adopted.

7. REPORT ON UNIVERSITY RELATIONS

7.1 Board of Governors

7.2 Senate

7.3 Other University Committees

8. OLD BUSINESS

21/10/13.10

Khera/

Be it resolved that the Sex Positivity Club be ratified as a resource centre.

9. NEW BUSINESS

10. INFORMATION ITEMS

10.1 Deals App

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, September 29, 2021, Virtual Call

Meeting called to order at 18:14

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	Lindsay McGrail
Faculty of Creative & Critical Studies Representative	Laavanya Prakash
Graduate Studies Representative	Kirthana Ganesh
Faculty of Science Representative	Leoul Woldemariam
Faculty of Applied Science Representative	Sam Diab
Faculty of Health & Social Development Representative	Grace Halpin
Board of Governors Representative (<i>ex-officio</i>)	Shola Fashanu
Senate Caucus Student Representative (<i>ex-officio</i>)	Dylan Rogers

Directors Absent

Faculty of Management Representative	Josie Leung
Faculty of Education Representative	Serena Slonowski

Staff Present

Advocacy & Governance Coordinator	Sarah Furgason
General Manager	Jason Evans

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2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

21/09/29.01

Ahmed/Desjarlais

Be it resolved that the agenda be adopted.

21/09/29.02

Waseem/Pashelka

Be it resolved that a discussion item on the Board meeting schedule be added to the agenda.

Carried

21/09/29.01 Carried as amended

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

21/09/29.03

Ahmed/Pashelka

Be it resolved that minutes of the meeting held September 13, 2021 be adopted.

Carried

4. PRESENTATIONS

4.1 Fiscal Quarter Report

Waseem presented on the fiscal quarter report.

Directors discussed concerns about campus food services.

21/09/29.04

Kootenayoo/Ahmed

Be it resolved that the Finance Committee investigate options for SUO leased spaces.

Desjarlais said he was in favour of the motion.

Waseem was in favour of the motion but was concerned about the timeline.

Ahmed said it was the responsibility of directors to provide the best services possible to students and was in favour of the motion.

Kai spoke in favour.

21/09/29.05

Desjarlais/Waseem

Be it resolved that the Finance Committee present a report on its findings to the Board of Directors by the end of February 2022.

Carried

Kootenayoo clarified the motivation behind motion 21/09/29.04
21/09/29.04 Carried as amended.

5. EXECUTIVE REPORTS

21/09/29.06

Desjarlais/Ahmed

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

Carried

6. COMMITTEE BUSINESS

6.1 Executive Committee

21/09/29.07

Waseem/Woldemariam

Be it resolved that the minutes of the meeting held September 17 and 23, 2021 be adopted.

Carried

6.2 Finance Committee

21/09/29.08

Waseem/Ahmed

Be it resolved that the minutes of the meeting held September 23, 2021 be adopted.

Carried

6.3 Policy Committee

21/09/29.09

Khera/Woldemariam

Be it resolved that the minutes of the meeting held September 23, 2021 be adopted.

Carried

21/09/29.10

Khera/Waseem

Be it resolved that Jaanvi Shah be appointed to the Policy Committee.

Carried

6.4 Campus Life Committee

21/09/29.11

Pashelka/Desjarlais

Be it resolved that the minutes of the meeting held September 15, 2021 be adopted.

Carried

6.5 Campaigns Committee

6.6 Oversight Committee

21/09/29.12

Rogers/Waseem

Be it resolved that the minutes of the meetings held August 18 and September 14, 2021

be adopted.

Carried

6.7 Graduate Student Committee

21/09/29.13

Ganesh/Ahmed

Be it resolved that the minutes of the meeting held September 10, 2021 be adopted.

Carried

21/09/29.14

Ganesh/Waseem

Be it resolved that the Graduate Student Committee honoraria be disbursed as follows:

Name	September 10 th Meeting	Honoraria
Anne Claret	Present	\$50
Rian Garcia	Present	\$50
Nibirh Jawad	Present	\$50
Maya Pilin	Absent	\$0

Carried

7. REPORT ON UNIVERSITY RELATIONS

7.1 Board of Governors

7.2 Senate

7.3 Other University Committees

8. NEW BUSINESS

8.1 Student Association Ratifications

21/09/29.15

Khera/Waseem

Be it resolved that the following student associations be ratified:

Chemistry Snack Shack

Tea Club

Veg Club

Google Developer Student Club

Pre-Vet Club

Club 97

CAISES (Canadian American Indian Science and Engineering Society)

Khera motivated the motion and ratification of the prospective student associations.

Carried

21/09/29.16

Waseem/Khera

Be it resolved that Emmanuel Stephen, Joshua Milliken, and Abdullah Asumak be approved as final candidates for the position(s) of Deputy Returning Officer, with the

final determination to be made by the Chief Returning Officer in accordance with Regulation II, 4 and 5.

Carried

9. INFORMATION ITEMS

9.1 BCFS Skills Symposium

Kootenayoo provided information about the BCFS Skills Symposium and encouraged directors to attend. Directors can reach out to Ahmed for further details and to register.

9.2 Graduate Student Committee Town Hall

Ganesh gave an update on the upcoming town hall for graduate students.

9.3 Shared Workspaces

Rogers let directors know that there will be a shared workspace for directors made available within the next few months.

9.4 Board Meeting Schedule

Waseem expressed concern about the board meeting schedule. He said not many Executive Directors can attend meetings on Mondays.

Kootenayoo said scheduling the Board meetings is not an easy task and it takes time to collect all schedules and find suitable times for all directors to meet.

Ahmed thanked Tashia for her efforts but was concerned that the role of the Executive committee was diminished if they cannot attend meetings.

Woldemariam agreed. He wondered if the meetings could be rescheduled.

Pashelka said the board should work together to find a time that works for everyone.

Rogers said that the schedule was designed to give all directors a chance to participate, given that there is not a time all directors can meet together.

21/09/29.16

Kootenayoo/Mcgrail

Be it resolved that Evans reschedule the Board of Directors meetings for term 1.

Desjarlais expressed frustration that the discussion had been brought to the Board for consideration.

Desjarlais called the question. Kootenayoo seconded.

21/09/29.16 Failed

21/09/29.17

Pashelka/Desjarlais

Be it resolved that the Executive Committee meet to find a time for board meetings that is suitable for all executive directors.

Carried

10. ADJOURNMENT

Meeting adjourned at 20:17

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Tashia Kootenayoo
WORKED:60

REPORT END DATE : 09-30-21

#HOURS

ACTIVITIES COMPLETED THIS PERIOD

- Presented to the Board of Governors with Kai Rogers
- Prepped, researched and created Lobby document and presentation for the Provincial Finance meeting.
- Met with UBC Students' Office to review UBC Budget process with AMS and GSS and discuss consultation engagement survey
- Created slides and attended Student Association orientation
- Attended policy committee meeting to discuss AGM and bylaws
- Attended Homecoming as representative for SUO

ACTIVITIES IN PROGRESS

- On-boarding of General Manager (continuous) met to discuss operations of the SUO and other on-going discussions
- SUO Capital Building consultants and meetings- specifically budget and student questions
- Review of Bylaws recommendations with Policy Committee
- Annual General Meeting planning, inquiring with UBC studios for streaming and space etc.
- Prepping HR documents for GM Review benchmarks

ISSUES FOR IMMEDIATE ATTENTION

-

ACTIVITIES TO BE STARTED

-

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Jakson

REPORT END DATE: 10-04-2021

#HOURS WORKED: 58

ACTIVITIES COMPLETED THIS PERIOD

- First check-in with the media fund committee report.
- First Well-Wednesday night, successful.
- Volunteer Orientation Invites sent out via email
- Board of Directors Meeting
- Social Media Assets created for town halls, student at large hiring, well Wednesday and other promotional items.
- A robust October events schedule, incorporating events from UBCOSPC, Horror Movie Club and QSCU.
- Booked talent for expo day outside if weather permits – Live Band – Cherry Asphalt
- UBCO Recreation Collaboration Meeting
- Clubs and Course Union Meeting (UBCOSPC)

ACTIVITIES IN PROGRESS

- First Week – November Events Calendar
- Booking talent for Oktoberfest 2021 – Polka Band
- Assets to be posted for well events on social media – and well pub tv's.
- Volunteering list has been created with 21 applicants. Hosting an orientation for volunteering on Oct. 7 to give them rundown to SUO volunteers about our organization.

ISSUES FOR IMMEDIATE ATTENTION

ACTIVITIES TO BE STARTED

- Ordering a T-shirt cannon for our first large scale event date 😊
- Creating a full volunteering schedule for the availability of volunteers after the orientation.
- First meeting with SA about Harmony to be scheduled.

NOTES / OTHER

PLEASE LIMIT YOUR REPORT TO ONE PAGE

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Ahmed Ahmed

PAY PERIOD ENDED: 30-09-21

#HOURS WORKED: 50

ACTIVITIES COMPLETED THIS PERIOD

- Attended all Positive Space, Student Task Affordability, Climate action plan 2030 and OER Committee committees' meetings and followed up with my duties in providing a student point of view
- Attended BCFS (3 Day) Executive meeting in Vancouver and prepared Local 12 report for the past 3 Months
- Collaborated with VP internal and SEO on planning Expo 2021 (October 12-14)
- Presented to the BC government Finance Select committee 3 recommendations to be considered in their financial plans. (1. Cap on International Student Fees 2. Institutional Funding 3. Financial Assistance)
- Met with BC higher education and Trades Minister at UBCO
- Planned and worked along with Advocacy and Governance coordinator on T&RC day events and tabling

ACTIVITIES IN PROGRESS

- Expo 2021 planning
- Mental Health Campaign
- OER Campaign

ISSUES FOR IMMEDIATE ATTENTION

- RPCC are not allowing any sponsors for expo at the current moment
- ...
- ...

ACTIVITIES TO BE STARTED

NOTES / OTHER

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

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Muhammad Waseem

REPORT END DATE: 09-26-21

#HOURS WORKED: 50

ACTIVITIES COMPLETED THIS PERIOD

- Meetings with Finance Manager
- Campus Life Committee meeting
- Finance Committee meeting
- Meeting with UBC regarding career fair
- SA orientation UBC budget overview with UBC Finance team
- Building steering committee meeting
- Budget updates presentation to finance committee
- Review/signing of payroll, budget YTD, expenses
- Reviewing club account balances and funding statements from previous years
- Meetings with Student Association leaders
- Well Student Association night
- Oversight Committee September report

ACTIVITIES IN PROGRESS

- Student Association Funding Meetings
- Finalization of presentation to board

ISSUES FOR IMMEDIATE ATTENTION

- Presentation to the board

ACTIVITIES TO BE STARTED

NOTES / OTHER

Most of the next period will be spent meeting with student association leaders as we try to navigate our way through this student association funding cycle

SUO EXECUTIVE BI-WEEKLY SUMMARY

NAME: Shiven Vinod Khera
#HOURS WORKED:60

PAY PERIOD ENDED: 10-04-2021

ACTIVITIES COMPLETED THIS PERIOD

- Met almost daily with various student associations
- Met with Mary stockdale as well as Casey and Dr Li (UBCO professors) to gain insights into our plant forward Mondays Campaign.
- Met with climate relations to spearhead Plant Forward Mondays
- All other UBC committee and internal committee meetings
- Working closely with Director at Large Priscilla Uribe on the outreach and marketing plan for plant forward Mondays.
- Met with the city of Kelowna on food security and to launch the “fridge” initiative on campus.
- Met with the SEO to collaborate on EXPO (Got RPCC approval, facilities table set up done, Nechako room booked)

ACTIVITIES IN PROGRESS

- Planning expo and collaborating with showcase – Weekly meetings with the SEO as mentioned above
- Draft for Green policies- Trying to make them more inclusive – Conesus reached 😊
- Closely working with Director at Large (Priscilla) on all climate initiatives.

ISSUES FOR IMMEDIATE ATTENTION

- No issues that require immediate action, initiatives at this point are longer term and except for admin immediate actions, project actions are ongoing.

ACTIVITIES TO BE STARTED

- JEDI review – Policy committee (Will start after AGM)

NOTES / OTHER

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

PLEASE LIMIT YOUR REPORT TO ONE PAGE

EXECUTIVE COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC
Executive Committee Meeting, October 5, 2021, UNC 105

Meeting called to order at 14:43

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

General Manager

Sarah Furgason

Jason Evans

1. ACKNOWLEDGEMENT OF TERRITORY

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2. ADOPTION OF AGENDA

21/10/05.01

Ahmed/Khera

Be it resolved that the agenda be adopted.

Carried

3. NEW BUSINESS

3.1 August Honoraria

21/10/05.02

Waseem/Khera

Be it resolved that Cade Desjarlais receive full honoraria and Priscilla Uribe receive the remainder (50%) honoraria for the month of August.

Carried

4. INFORMATION ITEMS

4.1 Executive Updates

Executive committee members provided a round table update on their activities and plans for the coming weeks.

4.2 Athletics and Recreation Partnership

Pashelka said that Athletics and Recreation has approached him about a partnership with the SUO. They would like the SUO to come set up the tent at various athletic events.

4.3 Sex Positivity Club

Khera said the Sex Positivity Club is planning to present at the next Board of Directors meeting for consideration of the previous motion to ratify the club as a resource centre.

4.4 UBC Food Services

Ahmed brought forward concerns about the food offerings on campus. He suggested the SUO should promote the option for students to give their feedback to UBC.

Waseem was in favour of creating an SUO survey. Kootenayoo favoured a multi-faceted approach; running an SUO survey and promoting the UBC Food Services feedback option.

Ahmed suggested running a survey halfway through the semester. Waseem thought that it would be better for the Executive Committee to meet with UBC Food Services and discuss the issue.

Evans said it was important to have data and evidence to show the extent of the issue. Khera said he wanted to take a collaborative approach first before promoting the survey.

Committee members discussed next steps; working on questions for the survey, making assets for social media, and meeting with UBC Food Services.

4.5 Board Meeting Schedule

Pashelka brought forward concerns about the board meeting schedule. Committee members discussed possibilities for the board meeting schedule and agreed the current schedule will be suitable for term 1.

4.6 Staffing Update

Evans provided an update on the interview process for the Communications Coordinator.

21/10/05.03

Waseem/Ahmed

Be it resolved that the meeting move in camera.

Carried

Meeting moved in camera 15:50

Meeting moved ex-camera 16:03

4.7 Room Access

Committee members discussed Executive Director access to SUO spaces. All agreed it was sensible for Executive Directors to have access to the conference room in UNC 105.

5. ADJOURNMENT

Meeting adjourned at 16:19.

CAMPAIGNS COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC
Campaigns Committee Meeting, September 29, 2021, Virtual Call

Meeting called to order at 16:37

Committee Members Present

Vice-President External (meeting chair)
Faculty of Management Representative
Graduate Student Representative
Faculty of Creative and Critical Studies Representative
Advocacy & Governance Coordinator

Ahmed Ahmed
Josie Leung
Kirthana Ganesh
Laavanya Prakash
Sarah Furgason

Committee Members Absent

Faculty of Education Representative
President

Serena Slonowski
Tashia Kootenayoo

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2. ADOPTION OF AGENDA

3. OLD BUSINESS

3.1 Green2Go H2O

Ahmed said that the program had a soft launch in the spring and although bottles have been purchased, there have not been many bottles returned.

Kirthana said more awareness was needed she also suggested an Instagram reel that students could access any time.

Furgason suggested putting up posters in highly trafficked areas.

Ganesh suggested a free coffee for students who use the bottle and post about it on their social media, tagging the SUO.

Ahmed thought a short animated video would be a good way to promote the program. He will also check in with the food services to ensure the program is continuing.

3.2 Mental Health Campaign

Ahmed said he is reaching out to third party media organizations to get graphics made for the campaign. The SUO will also open the opportunity to UBCO students who are experienced with design. The goal is to identify someone who can help produce materials by the next campaigns meeting.

Ganesh has direct experience working in the mental health field and UBCO Psychology Clinic and said she was happy to help with the campaign.

3.3 OER Champions

Ahmed said that the OER awareness campaign "Textbook Broke" will be implemented during the Expo event. He asked for input on interacting with students and said he liked the idea of using the whiteboard with sticky notes. Students will be able to post how much they spent on textbooks and what they would rather have spent their money on.

3.4 Federal Election Campaign

Committee members provided feedback on the "Influence the Vote" campaign. Ganesh and Prakash said that they noticed a lot of content on social media and on campus.

4. NEW BUSINESS

4.1 Campaign for Safe Substance Use

Ahmed raised the issue of the toxic drug supply and the BC government campaign materials made available to the SUO.

Khera said the issue is an important one and mentioned the SHARP club for a potential

collaboration. Furgason mentioned that Campus Security may also be doing work in this area.

Ganesh wondered if it would be possible to coordinate training for students on how to use the naloxone kits.

Ahmed said he will reach out to Campus Security and SHARP to see what initiatives are planned.

5. INFORMATON ITEMS

Ahmed reminded committee members to send him their ideas for campaigns engagement.

6. ADJOURNMENT

Meeting adjourned at 17:22

GRADUATE STUDENT COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC

Graduate Student Committee Meeting, September 24, 2021, Virtual Call

Meeting called to order at 15:00

Committee Members Present

Graduate Student Representative

Student at Large

Student at Large

Student at Large

Kirthana Ganesh

Anne Claret

Rina Garcia

Nibirh Jawad

Committee Members Absent

Student at Large

Maya Pilin

Guests Present

Graduate Student Facilitator

Hammad Ahmad

Staff Present

Advocacy & Governance Coordinator

Sarah Furgason

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2. OLD BUSINESS

2.1 Care packages

Ganesh provided an update on the care packages. Committee members approved spending up to \$900 on tote bags for the care packages.

2.2 Townhall

Furgason said that the SUO is not able to facilitate hybrid or in-person event at this time but can provide support for a zoom webinar.

Committee members discussed the possibility of doing a webinar in term 1 or waiting for the option to hold the town hall. All agree to go ahead with the town hall on October 1st at 4 – 5:30pm. The goal of the town hall is to introduce the committee and its members and to ask members what they want to see from their GSC.

Furgason will share the webinar link following the meeting.

Committee members agreed that town hall attendees will be entered to win one of 10 \$50 gift cards.

2.3 Filling in student-at-large positions

Ganesh and Furgason have received expressions of interest and will hold interviews to determine recommendation to the Board of Directors.

3. NEW BUSINESS

4. ADJOURNMENT

Meeting adjourned at 16:04

ELECTORAL COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC
Electoral Committee Meeting, October 1, 2021, Virtual Call

Meeting called to order at 8:00

Committee Members Present

Chief Returning Officer
Deputy Returning Officer
Advocacy & Governance Coordinator
Project Manager

Noah Saini
Emmanuel Stephen
Sarah Furgason
Aaron White

Committee Members Absent

General Manager

Jason Evans

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2. INFORMATION ITEMS

2.1 Timeline

Committee members discussed the timeline for the election.

Nomination period: October 4th – 8th

All candidates meeting: October 8th

Campaign period: October 9th – 15th

Voting: October 14th and 15th

The debate schedule will be determined.

2.2 Marketing

Saini said he would post social media content right away to promote the by-election.

White will distribute the nomination forms to the committee. Once approved, he will post nomination forms to the SUO website.

2.3 Campaigning

Saini in-person campaigning would be allowed, unless health orders change.

3. ADJOURNMENT

Meeting adjourned at 8:41