



## GSS Council Meeting Agenda

Thursday September 19, 2013

GSS Ballroom

### Present:

Adriana Byrne, Alexis Black, Ambrose Chan, Barak Caracheo, Baseer Abdul, Bethany Schmidt, Brendan Naef, Christopher Dickman, Christopher Roach, Colúm Connolly, Conny Lin, Daniel Wood, Danielle Thraser, George Furey, Guillaume Beaulieu-Houle, Gwendolyn Huber, Hafizur Rahman, Ingrid Olson, Jack Hickmott, Jan Luedert, Jens Vent-Schmidt, Julie Chang, Julianne Jagdeo, Lili Meng, Michelle Kwon, Min Xia, Omid Nourbakhsh, Rob Teagle, Sancho McCann, Sima Valizadeh, Sneha Balani, Tobias Friedel, Tom Woodworth, Valeria Castellanos-Hurtado, Vivian Lam, Yifei Zhuang, Yuanyuan Liu

### Regrets:

Andrew McEwan, Craig Kerr, Cynthia Min, Jahidur Rahman, Jeff Abeysekera, Natalie Marshall, Kristan Marchak, Michael Fairchild, Paul Save, Rachel Roy, Radu Racovita, Xue-Rong Jia.

### **A. Call to Order and Adoption of the Agenda**

The meeting was called to order at **5:39** pm.

1. BIRT the agenda be adopted as presented.

MOVE: SECOND:

**PASSES**

### **B. Introductions**

BIRT Council moves into Camera and invites Sophia Haque from Student Care, Joaquin Acevedo from the AMS and any dues paying member to join.

MOVE: Christopher Roach, SECOND: Tobias Friedel

**PASSES**

### **C. Presentations to Council**

*(10 minutes, 5 minutes for questions)*

- **AMS/GSS Health and Dental Plan**, Christopher Roach, Joaquin Acevedo and Sophia Haque

### **D. Executive Remarks**

*(3 minutes)*

**President** – Christopher Roach

- Have been working on the Health and Dental Plan
- Reorganizing all graduate programs and grouping them by correct Department and Faculty, so that our categories are in line with UBC's definitions.
- The first GSO Caucus meeting will be held next week; approximately 50 – 55 attendees.



## **GSS Council Meeting Agenda**

Thursday September 19, 2013

GSS Ballroom

- GSS Council Retreat will take place October 25 – 27 at the UBC Whistler Lodge. All accommodation, transport and food costs will be covered by the GSS. The Retreat will include icebreaker and team building activities, as well as strategic and short-term planning exercises and other workshops.
- The second Executive Retreat was held two weekends ago.

### **Vice-President Academic & External Affairs – Colúm Connolly**

- GSS Open cIRcle applications close September 23
- Been working on the CASA PhD program policy
- Held World Suicide Prevention Day 2013
- Working on a Lobby document
- Would like to thank Adriana Byrne for all her hard work as Chair of the Academic and External Affairs Committee

### **Vice-President Administration – Tobias Friedel**

- There is an issue with the reopening of the pub which is a motion on the agenda.
- Have met with the AMS to discuss redoing the GSS website. In the process of putting together mock up ideas.

### **Vice-President Finance – Lili Meng**

- Budget forecasting
- Have had meetings with the Accountant to discuss internal bookings
- Approved one Special Event Fund application and one Department Organization Fund application
- Standard housekeeping
- Will be presenting GSS Finances and updated forecasting at the next Council Meeting
- Looking into redoing the DOF and SEF applications.

### **Vice-President Services – Yuanyuan Liu**

- The final orientation event was held last week (Salsa Night).
- Thank you to everyone who volunteered their time and participated in Orientation activities.
- Attendance was as follows; 800 students at the Main Orientation Day, 100 at the Koerner's Pub Night, 30 attended the Orientation Olympics, 133 at the Coffee Social, 30 students participated in the Campus and MOA tours, 10 people attended the Family Social, 108 students attended the Hiking trip to Lynn Valley, 193 at the Disorientation Party, 15 attended the Salsa Night at St John's College, and 106 attended the Boat Cruise.

## **E. Committee, Taskforce, and Operations Reports**

*(3 minutes)*

### **Academic & External Committee – Adriana Byrne**



## **GSS Council Meeting Agenda**

Thursday September 19, 2013

GSS Ballroom

- Adriana Byrne will be stepping down from her position as Chair and Committee member, resulting in a vacancy on the Committee.
- A new Communications Coordinator has been appointed.
- A Government Relations Officer has also been appointed. Primarily, this role will involve arranging and prioritising lobbying.

### **Code and Policy Committee – Julienne Jagdeo**

- Some progress has been made on the Bylaws.
- Policy manual; continual revisions and rearrangements.
- CPC will present changes at next month's Council meeting.
- Currently in the process of consulting with each departments on specific policy changes.

### **Executive Oversight Committee – Conny Lin**

- Revamping the Executive Performance Review.
- Updating the Policy Terms of Reference.
- Creating a policy on conflict resolution.
- Executives will be interviewed at the end of the month to evaluate and set goals for the remainder of the term.

### **Health and Dental Plan Committee – Christopher Roach**

- Working towards increasing transparency; making minutes and documentation more readily available.
- Conducting a campus-wide report into Graduate Student Health.
- Attempting to meet with previous members of the Health and Dental Plan Committee to find out past administration of the plan.

### **House Finance Committee – Guillaume Beaulieu-Houle**

- Currently updating departmental budgets which will be presented at next month's Council Meeting.
- In the past month, we have approved 3 Special Event Fund applications; one for a Life Sciences Olympics event, one for an Applied Sciences music night, as well as an Astronomy and Physics event.

### **Human Resources Committee – Tobias Friedel**

- Colleen Lau has graduated and has been unseated from the Committee.
- Tobias Friedel is the new Chair of the Committee.
- The Committee has successfully hired a new Communications Coordinator.
- We are in the process of hiring another Advocacy Officer.
- Currently working on the job description for the role of Archivist.
- Working on documenting Human Resources Policies and Procedures.
- Will be increasing documentation and creating Guidelines.

## GSS Council Meeting Agenda

Thursday September 19, 2013

GSS Ballroom

### Internal Review Task Force – Tobias Friedel

- The IRTF has not met since the last Council Meeting
- Data is in and the IRTF will begin evaluating it at the next meeting.

### Services Committee – Min Xia

- Thank you to everyone who volunteered during Orientation.
- The Committee has scheduled events for the second half of year; language classes, yoga, pilates and Zumba.
- There will also be a Halloween party, ski trips, and cultural events.
- The Halloween Party will include a costume competition, dinner and dancing.
- Intercultural events will focus on job interviews, making friends, promoting differences, and developing a relationship with your supervisor.
- The Committee will be hiring an Events Coordinator and are currently working on the job description.
- The AMS have invited the GSS to participate in a sports competition. The Committee has nominated Yuanyuan to assist in the organization of this event.

### Operations Report – Robert Teagle

- Welcomes feedback regarding building project ideas.
- Reviewing the current version of the House Rules and proposing updates, where applicable.
- Reviewing and updating Code and Policy, where necessary.
- The department is financially on target / ahead for the budget year.
- Will present in October / November about continuing and potential building projects.

## F. Representative Reports

*(3 minutes)*

### AMS Council – Colúm Connolly

- The AMS Council have held two meetings in the past two weeks.
- They have appointed a new interim VP Academic.
- It has been decided that Acadia Park needs assessment.
- Elections for Committees have taken place.
- The budget has been increased from 2.2 M to 10.6 M.

### Graduate Council – Kristan Marchak

- Nothing to report in lieu of no Council Meeting.

### Senate – Julienne Jagdeo

- The Animal Science Program name has been changed to Applied Animal Biology.
- The Senate has approved the previous College for Interdisciplinary Studies (CfIS) seat become another Graduate and Postdoctoral Studies position. (Postdoctoral Fellows are not considered for these seats).



## GSS Council Meeting Agenda

Thursday September 19, 2013

GSS Ballroom

### G. Approval of Minutes

2. BIRT the minutes of the GSS Council meeting dated 'August 15, 2013' be approved as presented.

Amendments:

- On page 3, CUPE was misspelled (currently reads 'CPUE').

MOVE: Tobias Friedel, SECOND: Valeria Castellanos

**PASSES**

BIRT the following committee minutes be approved as presented:

*Code & Policy – June 14*

*Code & Policy – June 28*

*Code & Policy – July 12*

*Code & Policy – July 26*

*House-Finance – August 7*

*House Finance – August 21*

*Service Committee – August 7*

*Executive Committee – August 6*

*Executive Committee – August 20*

MOVE: Tobias Friedel, SECOND: Colum Connolly

**PASSES**

**Recess at 6:43pm.**

**Resume at 7:00pm.**

### H. Seatings, Unseatings, and Appointments

3. Notice of unseatings (*no vote necessary*)

Colleen Lau has been unseated from the Council as a Departmental Representative.

Sarah Parker has been unseated from Council as a Departmental Representative.

Tom Woodsworth has been unseated from Council as a Departmental Representative.

Adriana Byrne has been unseated from the Academic and External Affairs Committee.

Sancho McCann has been unseated from the House-Finance Committee.

**Baseer Abdul has been unseated from the Human Resources Committee.**



## **GSS Council Meeting Agenda**

Thursday September 19, 2013

GSS Ballroom

Colleen Lau has been unseated from the Human Resources Committee.

Colleen Lau has been unseated from the Internal Review Taskforce.

George Furey has been unseated from the Internal Review Taskforce.

Natalie Marshall has been unseated as the AMS Council Representative.

### **4. Seatings and Appointments**

BIRT the following seatings are approved:

George Furey be seated to the Academic and External Affairs Committee.

Danielle Thrasher be seated to the Code and Policy Committee.

Sancho McCann be seated to the Code and Policy Committee.

Julie Zhang be seated to the Human Resources Committee.

Julie Zhang be seated to the Internal Review Task Force.

Conny Lin be seated as AMS Representative.

MOVE: Tobias Friedel, SECOND: Guillaume Beaulieu-Houle

**PASSES**

### **I. Council Motions**

#### **5. Physics and Astronomy DOF**

WHEREAS policy 7.1.1 reads “the Departmental Organization Fund is a rebate of expenses for departmental events held at the [Graduate Student] Centre, subject to the approval of the Finance Committee. The annual limit for each department is \$3 per student registered in the department, with the exception of departments with an enrolment of less than 25 graduate students, for which the annual limit is seventy-five dollars.”

BIRT Council suspends policy 7.1.1 to allow the Physics & Astronomy Program to access Department Organization funds for an event not held in the Graduate Student Centre.

MOVE: Barak Caracheo, SECOND: Jens Vent-Schmidt

**PASSES**

## GSS Council Meeting Agenda

Thursday September 19, 2013

GSS Ballroom

### Discussion:

- Physics and Astronomy have submitted a Departmental Organization Fund (DOF) application even though their event was not held in the GSS Centre. The event was initially scheduled to be at the GSS, and the event coordinators had applied for a Special Occasion Licence more than two weeks prior to the event however, this licence request was denied due to too many orientation events running during that time period. Every attempt was made to hold the event at the GSS and was only held elsewhere because of licensing.
- As per section 7.1.2, "This Fund is intended to make departmental organizations a vital part of the Society and the Centre".
- Physics and Astronomy attempted to hold the event in the GSS, have done so for the past 2 – 3 years, and would have done so this year had their Special Occasion License been approved. They are seeking funds from the DOF even though the event not held at the Centre this year.
- As per 7.1.1, it explicitly states that the Fund be used for 'events held at the Centre'.
- In this instance, Physics and Astronomy have requested that the requirement that the event be held in the Centre be removed.
- It was suggested that Physics and Astronomy use the fund for a future event, held at the GSS, to which the response was that the event already held was the largest for the year and would be difficult to replicate. The Department was given a small subsidy but the DOF is needed for this particular event.
- It was asked how much is being requested from the fund, to which the response was \$3 per student for approximately 200 students. An estimated \$600.
- It was stated that the GSS do not wish to alienate departments but are reluctant to set a new precedent whereby events held other than at the Centre are granted DOF funds.
- It was suggested that an exemption be made in these unusual circumstances.
- It was stated that recently, another Special Event Fund (SEF) application was submitted to House-Finance but was rejected because it was only for one department. It was suggested that the current policy be reviewed to allow for exceptions.
- A councillor expressed that they were strongly against this motion as it was not in the interests of the fund, that the event organisers could have allowed more time to apply for their Special Occasion Licence, and that the fund request does not fulfil all requirements.
- It was asked whether there was any advertising for the GSS at this event?, to which the reply was, 'No. We couldn't do this because we did not have the funding'.
- A motion to extend time **PASSES**.
- It was explained that there are two funds; the Departmental Organization Fund (DOF) and the Special Event Fund (SEF). The DOF is used for Department-specific events, whilst the SEF can be used for cross-departmental or non-departmental events.
- It was stated that there is merit for an investigation and review of the current policy.
- It was suggested that the temporary suspension of the requirement to hold the event in the GSS Centre may set a new precedent.
- It was commented that the current policy alienate programs who do not hold their events in the GSS and it may be good to set a precedent to change this.
- It was stated that this very issue has been debated in the past. DOF and SEF are budgeted for and an increase in applications for events not held at the GSS Centre will affect the budget.

## GSS Council Meeting Agenda

Thursday September 19, 2013

GSS Ballroom

- It was suggested that the motion be amended to indicate how long the suspension would be in place and to include the exact amount.
- The exact amount would be \$645.
- It was suggested that the motion be amended to ensure that a precedent is not set and that it is understood that a suspension is a once-off occurrence.
- Suggested amendment:  
WHEREAS Physics and Astronomy attempted to hold the event in the GSC, applied for a Special Occasion Permit at least two weeks prior to the event, and Council is reasonably convinced that all efforts were made.
- It was commented that although Council is worried about alienating the department, the DOF application is out of line with existing policy and although it claims it will not set a precedent, it will do so regardless.
- It was asked what is allocated each year for the Departmental Organization Fund and the Special Event Fund, to which the response was, "\$10,000 for the DOF and \$8,000 for the SEF".
- It was stated that there are not enough funds to allow a rebate of \$3 per student for all 10,000 graduate students but that Council could approve more should it be needed.
- It was suggested that the amended motion include the phrasing, "Without setting precedent" as well as "to access \$645 under these specific documented circumstances".
- In addition, it was suggested that the amended motion include the 'specific documentation' presented to Council by Physics and Astronomy to support their application.
- It was asked whether the statement or clause specifying that this motion was 'not setting a precedent' was legally binding, to which the response was, "Doesn't the fact that it's a motion, make it binding?"
- A motion to continuing amending the original motion was opposed and FAILED.
- It was commented that off-campus graduate students would have difficulty qualifying for funds as the policy currently stands and there should be attempts to amend policy to make it more accessible.
- It was asked when the last application was approved and how frequently they are granted to which the reply was the last time the funds were accessed was last month for an event organized by the English Department, and that applications are approved regularly.
- It was stated that in previous years, the DOF budget was approximately \$30,000 but was never fully utilised so the amount was reduced to 10,000.
- It was commented that the purpose of the fund is to encourage Departmental events and that the policy surrounding the fund should be restructured but not in this Council meeting.
- There was a motion to forward the DOF policy to the Code and Policy Committee for revision however CPC have already been tasked to review the all policy, including the one is question.
- House-Finance recently amended policy relating to the Departmental Organization Fund and will return it to CPC for review.
- A motion to send the Departmental Organization Fund policy with the recommendations made by House-Finance to the Code and Policy Committee FAILED.
- There was a motion to call the original motion into question.

## 6. Koerner's Pub Liquor License

WHEREAS there have been issues delaying approval of third party liquor license approval.





## **GSS Council Meeting Agenda**

Thursday September 19, 2013

GSS Ballroom

WHEREAS UBC Treasury, HK, and GSS have come up a supplemental instrument as shown in the attached document

WHEREAS this is a solution to a somewhat convoluted problem resulting from a corner case that is not fully covered by the policies of CRA and LCLB

BIRT GSS Council authorizes VP Administration to sign the supplemental instrument on behalf of the GSS.

MOVE: Tobias Friedel, SECOND: Christopher Roach

**PASSES**

Discussion:

- It was asked whether the document in question has been reviewed by legal counsel, to which the response was UBC has reviewed the document and the GSS has not consulted legal counsel.

### **7. Friedman Scholarship Program Adjudication Panel**

BIRT **Jens Vent-Schmidt** be seated on the Friedman Scholarship Program Adjudication Panel as the graduate student representative.

*(Note: student must be a member of the Faculty of Medicine).*

MOVE: Christopher Roach, SECOND: Tobias Friedel

**PASSES**

Discussion:

- The role will commence in October and will require a commitment of approximately 15 hours per year, including a couple of meetings. You will need to allow time to read all application documents.

### **8. Adopting the Bylaw 2013**

WHEREAS the motions passed for approving our Bylaw updates at our last AGM were not properly phrased according the BC Registry Services, to allow for the old bylaws to be rescinded and the new bylaws to be adopted in its entirety

WHEREAS CPC proposes the following two options:

- Option 1: present new motion at our next AGM, March 2014
- Option 2: present new motion as referendum, October 2013

WHEREAS CPC recommends Option 2

BIRT that Council directs CPC to follow option 2 for approving a new motion appropriate for the BC Registry Services



## **GSS Council Meeting Agenda**

Thursday September 19, 2013

GSS Ballroom

MOVE: Tobias Friedel, SECOND: Julienne Jagdeo

**PASSES**

Discussion:

- It was commented that a Referendum makes it difficult to address specific bylaw changes.
- A Referendum would be an exercise to encourage involvement.
- It was stated that if the referendum fails to meet quorum, the bylaws would not pass and would need to be addressed at the next AGM.
- It was suggested that the Referendum piggy-back the upcoming AMS by elections.
- We can request that people vote chapter by chapter, to identify particular issues.
- It was commented that it may not be possible to achieve quorum at a referendum and that students are less likely to vote on bylaws.
- Due to the current phrasing, we cannot submit the new bylaws.
- It was asked when the last referendum was held to which the response was, there is no record of a referendum being held.

### **9. Committee Chairs**

BIRT the following committee chairs are appointed

**George Furey** be seated as Chair of the Academic and External Affairs Committee.

MOVE: Colum Connolly, SECOND: Tobias Friedel

**PASSES**

### **I. Other Business and Notice of Motions**

Tonight will be Brendan's last night as speaker. We would like to thank him for his time and a job well done.

### **J. Discussion Period**

### **K. Submissions**

### **L. Next Meeting**

Thursday October 17, 2013

### **M. Adjournment**

11. BIRT there being no further business the meeting be adjourned at **8:46** pm.

MOVE: Jens Vent-Schmidt, SECOND: Christopher Roach

**PASSES**