

A. Attendance

1. **Present:** Alyssa Kirlin, Amanda Costa de Oliveira, Amber Shilling, Anna-Catharina Wilhelm, Ashenafi Alemu proxied by Philip Karangu, Bradley Balaton, Claire Preston, Christina Rubino proxied by Dorine Akwiri, Darren Touch, Erik Frieling, Gurjot, Singh, John Ede, John Depuis proxied by Tebogo Leepile, Hossein Piri, Keskine Owusu Poku, Madison Bolger-Munro, Mohammad Chaudry proxied by Navid Siami, Nakice Tabrizia, Nathaniel Lim, Nicolas Romualdi, Peter Musser, Pouya Rezaeina, Rachel Goossen, Rahaf Al Assid, Sarah Izadi-Najafabadi, Taranjit Dhillon, Theresa Pauly, Zoe Lam proxied by Doyin Luway
2. Regrets: 10
3. Absent: 17
4. Quorum: 19 Councillors

B. Call to Order & Adoption of the Agenda

1. The meeting will be called to order at **5:31pm**.
2. BIRT the agenda be adopted as presented.

MOVER: John Ede SECONDER: Nathaniel L.

RESULT: For (17): Elham Abouei, Bradley Balaton, John Ede, Eric Frieling , Rachel Goossen, Alyssa Kirlin, Jun Sian Lee, Nathaniel Lim, Peter Musser, Katerina Othonos, Keskine Owusu Poku, Theresa Pauly, Sebastien Rettie, Pouya Rezaenia, Amber Shilling, Gurjot Singh, Nicole So

Alyssa K.: Move to amend – add AMS/GSS Referendum Ad Hoc Committee Seating for 2 Councillors, 1 Rep from Health and Dental Plan, and 3 Ordinary members.

Nicolas: Move to amend Governance and Accountability Ad Hoc Committee – add 3OA, 1 Councillor

Rachel: Move to amend that unseatings take place before seatings

Nicolas: I object – unseatings are just a mention, so they don't need approval

Nathaniel: correction GSS Councillors (2 Councillors, 3 OM)

Ty: Academic and External Committee (1 OM)

Alyssa: Executive oversight (3C, 2 OM)

Darren T. My clicker is gone – have I been unseated? I should be reseated.

Rachel Goossen should be nominated as a Councillor for Code and Policy, not as an OM

C. Introductions

Introductions were made.

D. Approval of Minutes

1. GSS Council minutes for approval:
 - a. GSS Council Meeting Notes – March 14, 2018

b. GSS Council Meeting Notes – April 19, 2018

2. Committee minutes for approval:

- a. Services Committee Minutes – April 16th, 2018
- b. House Finance Committee Minutes – March 7th, 2018, March 22nd, 2018, April 4th, 2018 and April 18th, 2018

Mover: Nathaniel L. Secoder: Bradley B.

Nathaniel: Question: on March 22 –a cable for Seedlings was purchased, from Capital

Keskine: Sum will be returned

Alyssa: This is about the accuracy of the minutes

Speaker: Approved

For (20): Elham Abouei, Ashenafi Aboye, Phil Angel, Bradley Balaton, Madison Bolger-Munro, Victoria Gomez, Farah Deeba, John Ede, Sara Izadi-Najafabadi, Alyssa Kirlin, Jun Sian Lee, Nathaniel Lim, Peter Musser, Katerina Othonos, Keskine Owusu Poku, Theresa Pauly, Sebastien Rettie, Pouya Rezaenia, Amber Shilling, Gurjot Singh

Abstained: Eric Frieling , Rachel Goossen, Nicolas Romualdi

governance

E. Strategic [Theme 3: Our Graduate Student Society](#): Presentations & Motions

Theme 3: Our Graduate Student Society

Vision: The GSS continually strives to improve its efficiency, transparency, accountability, and communication in order to better fulfill its Mission.

1. Matters to Note

a. See final section for written updates from:

- | | |
|---|--|
| i. <i>President</i> | vi. <i>Code & Policy Committee</i> |
| ii. <i>Financial & Executive Oversight Officer</i> | vii. <i>Human Resources Committee</i> |
| iii. <i>Executive Oversight Committee</i> | viii. <i>AMS Council</i> |
| iv. <i>Governance & Accountability ad hoc Committee</i> | ix. <i>Elections Committee</i> |
| v. <i>House Finance Committee</i> | x. <i>Senate</i> |

b. Questions?

Nathaniel: March 22 – allotment of money from the Capital Projects Fund ... any money removed requires Council approval

Keskine: Seedlings brought the issue re: the cable. We took the money from Maintenance. We get the approval from Council later and we pay back the money to Maintenance.

c. **Presentation Title:**

Presentation Title: Financial performance for 2017/2018 Fiscal Year

Proposed objective: To update Council on the Society's fiscal performance for 2017/2018

Group responsible: Finance and Executive Oversight Officer

Presentation time: 10 minutes

Description: The presentation is a summary of the revenues and the expenditure from the 5 departments of the GSS.

Relevant materials: To be sent 48 hours before meeting

Presenter: \$168 481 is not all surplus because we have to pay money to UBC and VP External has to pay for CASA and we have ongoing expenses in May, but when this is covered a surplus of \$18 000 will remain in worst case scenario

Questions:

Nicolas: if we have a GM, would we still finish in surplus

Keskine: GM was budgeted for 6 months and AA for 6 months; we are using this budget line to pay the AA; we will make the surplus because of the GM budget, but

not only

Nicolas: Can we disaggregate the budget by specific positions? It is discussed during Council what positions we have money for and we need.

Keskine: We can make this information available, but we don't want to make it segregated

Nathaniel: if we have the same budget next year and we have a permanent AA for 12 months, do we have money for a permanent GM

Keskine: I hope that by May 30th the whole budget should be ready. I discussed it with Simon and there should be money for all of it.

Presentation Title: Goal Progress Review

Time: 15 minutes (including question period)

Group Responsible: G&A Committee

Description: A review of the goal setting process and how it fits into the GSS Strategic Plan. What are smart goals and why we set them. A review on the goal progress this year so far.

Nicolas: The committee deals with goal setting review and progress for all standing committees; each committee sets 3-5 goals in connection to Strategic plan and there is a timeline for checking in

House Finance Committee is on track with their goals, but challenge because of the lack of GM; they need to negotiate instead of the GM;

Services Committee worked well with VP students and achieved great success and high engagement of students;

AcEx: the first goal is very important because it underlines achievement of the Strategic Plan;

HR Committee: it did not reply, so no report on it

Elections: it set out to increase voter turnout but we had the lowest voter turnout; we did not have a Communications Manager, but we have one now so it should be ok

Executive Oversight Committee: have done very well, but the FEEO is resigning so there is some potential some things may get off track

Code and Policy: it is out of service, it has not met in 6 months, nothing is happening, this year we need to review our Bylaws, which means that if we don't have the Committee is a double threat to the society

AMS Council Caucus: no chair, not the best council but the caucus is working to get things done; it is not that big of a problem that it is not achieving the goals; but losing an experienced chair

Grad Council: did not set good goals, but their working on important and relevant things in the GSS

FEEO: very effective but he is quitting so someone needs to take over – he still needs to

do work, so hopefully someone will take over

This was helpful because it highlighted where we had problems in society, idea: chairs of Committees were invited to the meetings of the Executive Committee

What could go better: CPC has not yet set goals; deadlines were not met; committee vacancies ...

Questions:

Taran: I would like to comment. Slide on HF Committee – absence of GM affecting the functioning of the society. I would like to point two things: HF presented monthly statement and HF pursued additional sources of revenue – received deposits for renting out ballroom; the absence of GM did not impact the GSS and committee members were able to make decisions. In my understanding the absence of the GM did not affect the VP students and services committee did a tremendous job on campus and off campus in terms of events. One thing we forget is the contribution of staff members. I would like to emphasize that the Events Manager did a great job and impacted student engagement.

Staff members worked well with Services Committee.

Nicolas: we do not evaluate staff; this is not a presentation on the GM; it is simply forwarding what the committee said is a problem for them

Taran: Nicolas thank you for clarification

Presentation Title: 2018 GSS Elections

https://docs.google.com/presentation/d/1GaATyiSDr6btoBYvArt_X7Lmog31fHuFQ6zdMRNBDJE/edit#slide=id.p

Proposed objective: To update Council on the preparations for the 2018 elections and give recommendations for the future

Group responsible: Election Committee and Chief Electoral Officer

Presentation time: 10 minutes

Description: Review of the 2018 Elections Report

Relevant materials: The 2018 Elections Report will be sent to Councillors at least 48 hours before the meeting.

Presenters: Anna, Rachel and Jun. They present the transition report; discussed timetable of elections; 2 debates on campus and off campus with 5-10 students in attendance.

Elections were held 2 weeks after AMS elections in order to use the same voting software – AMS software. AMS pressured us to do it two weeks after – as AMS consider us a constituent – next year we will like to have it the same time as AMS

Goal: Increase the # of students running and voting

We had about the same # of candidates as we have had in previous years

Recommendation: 12.2.1 in the Code and Policy manual has been an issue – president

needs to announce 8 weeks in advance – problem if we coincide with AMS as they have no timetable

Marketing – increased # of newsletters, put up posters, revamped elections web-site but it did not have the effect we wanted – we think that there should be personal outreach and underlying problem of students not knowing what GSS is ... we started with a video but if we work together we can have a lot of impact

Finally, we need to rebrand debates – for instance, as townhall meetings

Questions:

Alyssa K: % of graduate students who voted in AMS?

Presenter: we do not have the #s

Nathaniel: numbers of attendees of townhall – are the #s consistent

Presenter: yes, and it is actually an improvement because we have had 3 attendees before

Darren: thank you for your hard work – do you have a preliminary idea as to which faculty are most active

Presenter: we have the results by faculty but we have not analyzed in terms of faculty size

Katerina: feedback from elections to candidates that dropped out and organizers and combine it election that has high participation – like Student Survey

Presenter: we are considering to chat with candidates and second idea is great – we will definitely consider it and this year the committee will remain standing so we will think how to improve on the whole process ... Rachel will be taking as chair of the Elections committee

Nicolas: strategies to increase engagement – can you make it a goal of yours? One strategies is to make GSS leadership more visible

Presenter: this is an important step ... how will this look I cant say.

2. Matters for Decision

a. **Seating**

i. New Councillors

BIRT the following Seatings of new Councillors be approved:

Claire Preston as Councillor for the Department of Electrical and Computer Engineering.

Farah Deeba as Councillor for the Department of Electrical and Computer Engineering.

Hamed Pouriayevali as Councillor for the Department of Mechanical Engineering.

Victoria Gomez as Councillor for the School of Library, Archival and Information Studies.

GSS Council Meeting Notes

May 17, 2018 | Michael KingsMill Forum | Time: 5:30 Pm

MOVER: Alyssa K. SECONDER: Peter M. RESULT: 23 For

Discussion:

Alyssa K: Why Department of Electrical and Computer Engineering has 2 reps?

Nathaniel: It is provided by the Code and Policy Committee

Peter: Amend Science to Studies

For (23): Ashenafi Aboye, Bradley Balaton, Madison Bolger-Munro, Farah Deeba, John Dupuis, John Ede, Eric Frieling, Rachel Goossen, Sara Izadi-Najafabadi, Alyssa Kirlin, Jun Sian Lee, Nathaniel Lim, Peter Musser, Keskin Owusu Poku, Theresa Pauly, Hamed Pouriayeali, Claire Preston, Sebastien Rettie, Pouya Rezaenia, Nicolas Romualdi, Amber Shilling, Gurjot Singh, Nicole So

BIRT the following Seatings be approved:

Teilhar Paradela, Philip Karangu as Ordinary Members to the **Code and Policy Committee**. (2 needed)

Rachel Goossen as Councillor to the **Code and Policy Committee** (1 needed)

Lisa Zhu, _____ as Ordinary Member to the **House Finance Committee** (2 needed).

_____ as Councillor to the **House Finance Committee** (2 needed).

_____ as **Governance & Accountability Ad Hoc Committee** (3 ordinary members, 1 councillor)

Rahaf Alassil as an Ordinary member to the **Academic & External Affairs Committee** (1 ordinary member).

Amber S. as Councillor to **Executive Oversight** Committee (3 councillors, 2 ordinary member)

Rachel Goossen as Committee Chair to the **Elections Committee**.

Phil Angel as Councillor to the **Services Committee** (1 needed).

Victoria Gomez, Daren Touch as **GSS Representatives to AMS Council** (3 needed).

GSS Council Meeting Notes

May 17, 2018 | Michael KingsMill Forum | Time: 5:30 Pm

Victoria G., Amber S. _____ as AMS/GSS referendum ad hoc committee (2 councillors, 1 representative from health and dental plan needed, 3 ordinary members).

_____ HR committee (1 councillor)

MOVER: Alyssa SECONDER: Peter RESULT: 21

For (21): Elham Abouei, Ashenafi Aboye, Bradley Balaton, Madison Bolger-Munro, Victoria Gomez, John Dupuis, John Ede, Eric Frieling, Rachel Goossen, Sara Izadi-Najafabadi, Alyssa Kirlin, Nathaniel Lim, Peter Musser, Katerina Othonos, Keskin Owusu Poku, Hamed Pouriayevali, Sebastien Rettie, Pouya Rezaenia, Nicolas Romualdi, Gurjot Singh, Anna-Catharina Wilhelm
Abstained: Amber Shilling

b. Matter of Decision #1

WHEREAS GSS Council accepted the notice of resignation of Keskin Owusu Poku as FEOO in April Council 2018 and resolved to elect an interim FEOO in May Council 2018; additionally, the term of the current FEOO shall end effective 22nd June 2018, WHEREAS Bylaw 8.4.1 provides Council the authority to appoint a new FEOO by special resolution in the event of executive resignation,

BIRT (CANDIDATES) **Philip Karangu** shall be the interim FEOO, with the term beginning on 22nd June 2018, and ending on 31st August 2018.

MOVER: Sebastien R. SECONDER: Alyssa K.

Speaker: Any nominations?

Philip Karangu?

Peter: Can I ask Philip what his qualifications and experience and motivation are

Ty: Philip 2 years ago ran as a GSS executive position and presented a full platform for the position

Pouya: Hossein Piri ran for Senate ... he is willing to take on the position

Keskin: How do we confirm that Hossein wants to run?

Pouya: I just called him and did not know he had to be here for that ...

Keskin: If he sends an email or a text message

motivate

Nathaniel: can VP students motivate on his behalf

GSS Council Meeting Notes

May 17, 2018 | Michael KingsMill Forum | Time: 5:30 Pm

Pouya: He is in Sauder school of business and he has been a student here for 3 years

Taran: was this election advertised for at least 2 weeks prior

Keskine: no ... the new President just took office and could not advertise but Council committed to choosing a new FEOO

Nathaniel: 12.3.5 Policy I move that we suspend the rule for this motion

Nicolas: we don't have an election we are by special resolution appointing a new Exec

Anna: Why should this be decided now?

Nicolas: role of FEOO is very important and we should not be without one

Keskine: May 21 I am ending my term so it is reasonable we choose now so I can transition the person

Nathaniel: According to Bylaws we cannot leave this position empty

Nicolas: Call the question – 2/3 votes ...

Speaker: but we don't have to do this as there is no one else to speak

Alyssa: vote to pick one person first and then choose to adopt the winner

Nathaniel: I propose the election is secret ballot

A- Philip, B – Hossein

Phillip won

2/3 to be approved

For (17): Elham Abouei, Ashenafi Aboye, Phil Angel, Bradley Balaton, Madison Bolger-Munro, Victoria Gomez, Amanda Costa de Oliveira, Rachel Goossen, Sara Izadi-Najafabadi, Alyssa Kirlin, Jun Sian Lee, Nathaniel Lim, Keskine Owusu Poku, Claire Preston, Sebastien Rettie, Nicolas Romualdi, Gurjot Singh

Against (1): Farah Deeba

3. Matters for Discussion

a. **Matter #1 for Discussion**

b. **Matter # 2 for Discussion**

GSS Council Meeting Notes

May 17, 2018 | Michael KingsMill Forum | Time: 5:30 Pm

F. Strategic Theme 2: Community: Presentations & Motions

Theme 2: Graduate Student Community

Vision: The GSS supports UBC graduate students by fostering a positive, inclusive, and connected community on and off-campus, and by actively supporting initiatives to improve health and well-being.

1. Matters to Note

a. See final section for written updates from:

i. VP Students

ii. Services Committee

iii. Harassment & Discrimination ad hoc

Committee

iv. GSS/AMS Referendum Ad Hoc
Committee

b. Questions

No questions.

2. Matters for Decision:

Affiliate Organization Recognition

Motion: WHEREAS the following organizations have submitted a petition for recognition as an Affiliate Organization, therefore

BIRT the following organizations be recognized as Affiliate Organizations for one year, ending at the meeting of Council in May 2019:

Professional MBA Class of 2020 Student Society

MOVER: Jun S. L. SECONDER: Nathaniel RESULT _____

Katerina O: Instead of making a faculty or a program, a set of students within that group an AO

Nicolas: Is there an MBA AO or is there an AO for Sauder Business School?

Pouya: Similar AO as part-time master of business administration

Alyssa: is it 1-year program

Ty: 18 months

Alyssa: lets defer it to next months Council to get some clarification

MOVER: Alyssa SECONDER: Nicolas

Katerina: Feedback from Services on how they interpret an AO

Nathaniel: we need to ponder on how to assign AO status, is there a rep of this AO in the room?

Nicolas: call the question 2/3 but I am last on the list so let's vote

GSS Council Meeting Notes

May 17, 2018 | Michael KingsMill Forum | Time: 5:30 Pm

For (20): Elham Abouei, Phil Angel, Bradley Balaton, Madison Bolger-Munro, Victoria Gomez, Amanda Costa de Oliveira, Farah Deeba, John Dupuis, John Ede, Rachel Goossen, Sara Izadi-Najafabadi, Jun Sian Lee, Nathaniel Lim, Peter Musser, Katerina Othonos, Hamed Pouriayevali, Sebastien Rettie, Nicolas Romualdi, Amber Shilling, Anna-Catharina Wilhelm

Against (2): Ashenafi Aboye, Pouya Rezaenia

Abstained: Alyssa Kirlin

Motion is deferred for next Council Meeting

G. Strategic **Theme 1: Academics**: Presentations & Motions

Theme 1: Graduate Student Academics

Vision: The GSS empowers UBC graduate students to succeed in their academic endeavours by conducting data-driven advocacy.

1. Matters to Note

- a. See final section for written updates from:
 - i. VP University & Academic Affairs
 - ii. VP External Relations
 - iii. Academic & External Affairs Committee
 - iv. Graduate Council
 - v. Senate
 - vi. Board of Governors
- b. Questions?
- c. Presentations

H. Matters for Decision:

Nicolas: I want to introduce a main motion ... read it out ...

WHEREAS the GSS budget has historically listed salaries for staff as single line and BIRFT the GSS Council mandates that in the future iterations of the GSS budget HD and FEOO itemize each salary by position, BIRFT the budget is allocated for a permanent position (year round)

MOVER: Nicolas SECONDER: Phil A.

Nicolas: The purpose of this motion is to understand whether we can get a GM or not. If we have the salaries by line we will know whether we have the money and how to proceed ... GSS has experience of high turnover and several staff members are concerned about their salaries ... This creates certainty that they will continue to have the job ... no AA, no Digital Communications Assistant

Katerina: point of information – confidentiality of people's salaries ... we may violate provincial or state laws

Speaker: public money is ok to be public, but double-check on society status

Alyssa: uncertainty whether this is legal ... in principle the idea is a good idea, but don't know if it is legal

Keskine: how the budget line of salaries is developed – it is an amalgamation for various position ... we are budgeting for each line is done but we are not presenting to Council; if you budget all year round and if you have money ... if you have money you will budget for the whole year; there is a concept of availability ... last year we had to deal with this – we

cant apply a GM for a whole year; my case is that we cannot budget all year round for all positions ... but you can request that what we budget can be broken down and presented to Council

Phil A.: The salaries of UBC president and faculty positions are public ...

Nathaniel: I have no idea about legality ... GSS has to adhere to BC Society's Act and no university society act ... in light of this I move to postpone this item indefinitely ... Refer to Code and Policy Committee to look into Legality and inform HF how we can make pay more satisfactory so staff stay longer

Speaker: non-profit organizations' salaries are not public

Nathaniel: this information should be available to Board of Directors ...

Alyssa: Maybe secure better presentation

Keskine: in submitting the budget they should add the notes ... it is already done.

Vote to defer the motion indefinitely

For (22): Ashenafi Aboye, Phil Angel, Bradley Balaton, Madison Bolger-Munro, Victoria Gomez, Amanda Costa de Oliveira, Farah Deeba, John Dupuis, John Ede, Rachel Goossen, Sara Izadi-Najafabadi, Alyssa Kirlin, Jun Sian Lee, Nathaniel Lim, Peter Musser, Katerina Othonos, Keskine Owusu Poku, Theresa Pauly, Claire Preston, Sebastien Rettie, Amber Shilling, Anna-Catharina Wilhelm

Against (2): Hamed Pouriayevali, Nicolas Romualdi

Nathaniel: question to speaker and president

11.4 – re: budget in Bylaws

technically in this meeting we need to approve the budget by ordinary resolution ... what is the best way out of this situation?

Speaker: the bylaw says that budget has to be passed, but no punishment ... so the old budget carries.

I. Notices

1. Notice of Next Meeting

a. Date: June 21, 2018

b. Time: 5:30 pm

c. Location: Michael KingsMill Forum, AMS Nest, UBC Vancouver

2. Notice of Unseatings

Lisa Zhu to be unseated as Councillor for the School of Library and Archival Studies.

Lisa Zhu to be unseated as Councillor to the House Finance Committee.

Bradley Balaton to be unseated as GSS representative to AMS council.

David Sass to be unseated an Ordinary Member to the House Finance committee.

Anna Ringsred to be unseated as Committee Chair of the Elections Committee.

3. GSS Updates (*~100 words, sent in advance and included in the final agenda*)

a. Strategic Theme 3: Our Graduate Student Society

i. **President:**

ii. **Financial & Executive Oversight Officer:**

Discussions are ongoing on the renewal of the Koerner's pub contract. Details of this will be presented by the HF committee in due time. However, few things are worthy of note. We seek to depart from the profit sharing method to a definitive rent. We are currently looking at an adjustment from the \$60,000 to \$76,000 per annum for 5 years with an option to renew. The FEOO will also make a brief presentation on the state of fiscal year 2017/2018 in council.

iii. **Executive Oversight Committee:**

The transition process of the new officers is ongoing. The EOC has teamed up with the G&A to organize a workshop on May 19 for the new officers on the strategic plan and the setting on goals. The EOC has also given an year long timetable of all deadlines to the new officers. An Executive retreat has been scheduled for May 25-28. At this retreat, we hope to complete the goals of the new officers and finalize a budget for the consideration of the HF committee.

iv. **Governance & Accountability Committee:**

In accordance with the GSS Strategic Plan, the goal progress review process has been carried for the first time. The results will be presented to Council. The committee is working on finalizing the Governance Review Report to consolidate the governance gaps that have been identified and provide more detail on the action plans that have been agreed on to tackle them.

v. **House Finance Committee**

vi. **Code & Policy Committee**

vii. **Human Resources Committee**

viii. AMS Council

ix. Elections Committee

The election committee and Chief Electoral Officer have been working on the 2018 Elections report and a mid-term review of our goals. We identified that while our action steps were successfully completed for most goals, they did not have the intended affect toward goal completion. As a result, this committee has provided a few suggestions for next year which have been incorporated into the 2018 GSS Elections Report, submitted with this agenda.

x. GSS/AMS Referendum Adhoc Committee

b. Strategic Theme 2: Graduate Student Community

VP Students

i. Services Committee

Hosted a year-end social at Koerner's Pub with 150-160 attendees

Finalized the rules for the summer sports leagues (soccer, softball, and beach volleyball)

Reviewed survey feedback for our Winter programming and have made the necessary recommendations to continue to improve the Yoga, Zumba, and French classes offered by the GSS

Brainstorming ideas for events for the 2018 orientation as well as the 2018-2019 academic year

ii. Harassment & Discrimination ad hoc Committee

iii. VP External Relations

iv. Academic & External Affairs Committee

v. Graduate Council

vi. Senate

vii. Board of Governors

The April set of Board of Governor's meetings was held recently. The Housing Action Plan was passed, the Policy 131 implementation update will return with a full report in the June meeting, the budget passed, and the Board has given the university direction to negotiate for an extension of the Broadway skytrain line to UBC. A summary of the meeting topics can be found here (<https://www.ubyssey.ca/opinion/april-bog-meeting/>).

The next set of Board meetings will be held on June 5th (committees) and June 14th (Board).

If you have any questions or comments about the Board of Governors, please don't hesitate to ask Jakob (jakob.gattinger@ubc.ca) or Jeanie (jeanie.malone@ubc.ca).

J. Adjournment

1. **BIRT** there being no further business the meeting be adjourned at 7:21 pm.
MOVER: Nicolas SECONDER: Alyssa K. RESULT: All in favor