



## ATTENDANCE

**Present:**

**Regrets:**

**Absent:**

**Quorum:** 100 members

## CALL TO ORDER AND ADOPTION OF THE AGENDA

### CALL TO ORDER

The meeting will be called to order at \_\_\_\_\_ am/pm.

### AGENDA ADOPTION

**BIRT** the agenda be adopted as presented.

**Mover:**

**Seconder:**

**Result:**

### TERRITORIAL ACKNOWLEDGEMENT

**President:**

## INTRODUCTIONS

Introductions of the Executive Team.

## 1 PRESENTATIONS

### 1.1 INTRODUCTION TO THE GSS, THE AGM AND SUMMARY OF THE YEAR

**Group Responsible:** GSS President

**Description:** Brief introduction of the he GSS will present its major highlights since the 2019 AGM.

**Time:** 15 minutes

## 2 MATTERS FOR DECISION

### 2.1 APPOINTMENT OF THE AUDITOR

**Group Responsible:** Financial and Executive Oversight Officer

**Description:** Every year, the membership must approve the appointed auditor for the GSS financial statements.

**Time:** 5 minutes

**BIRT** Thompkins, Wozny, Miller & Co. appointed as financial auditor for 2020-2021.

**Mover:**

**Seconder:**

**Result:**



## 2.2 CONSENT AGENDA

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### 2.2.1 AGM MINUTES

**BIRT** the following GSS AGM minutes be approved:

- March 21<sup>st</sup>, 2019.

### 2.2.2 BYLAW AMENDMENT: EXECUTIVE VACANCIES, INCLUDING ABSENCES

**Group Responsible:** Code & Policy Committee

**Description:** Bylaw 8.4: Executive Vacancies, including Absences.

**Time:** 5 minutes

**Supporting Documents:** [Revision Form - Bylaw 8.4 ExecutiveVacancies.pdf](#)

**WHEREAS** the current policy on Executive Vacancies is unclear,

**WHEREAS** the poorly defined ability of the VP Academic & University Affairs (VP UAA) to perform the duties of the President in the event of their prolonged absence of the President has caused multiple conflicts in the history of the GSS,

**WHEREAS** there should be a contingency for what occurs when both the President and the VP UAA are unavailable,

**WHEREAS** the proposed procedure has been extensively consulted with the President and relevant oversight bodies of the GSS,

**BIRT** Bylaw 8.4 and Bylaw 8.5.4.a be repealed and replaced with the 8.4 and 8.5.4.a included in Revision Form – Bylaw 8.4 ExecutiveVacancies.docx, and Bylaw 7.6.9 be adopted as described in Revision Form – Bylaw 8.4 ExecutiveVacancies.docx.

### 2.2.3 BYLAW AMENDMENT: AMENDING POLICY MANUAL AND BYLAWS

**Group Responsible:** Code & Policy Committee

**Description:** Bylaw 2, Bylaw 13, and Policy 1.2: Amending Policy Manual and Bylaws

**Time:** 5 minutes

**Supporting Documents:** [Revision Form – Bylaws 2 and 13 - AmendmentsProcedure.docx](#)

**WHEREAS** the Policy Manual and Bylaws contain typographical errors,

**WHEREAS** correcting these errors, where they do not affect meaning, should not require as stringent an approval process as a change in the meaning of the text, but should still include checks to ensure the process is not abused,

**WHEREAS** furthermore, the requirements for providing 7 days' notice of a Policy Manual amendment has in the past prevented policy amendments from being brought expediently to Council,

**WHEREAS** in the past 15 months we have received no comments from the general membership on proposed policy amendments as a result of this notice,

**WHEREAS** requiring notice of the policy amendment to be included in the Council agenda, which is made available on the website 48 hours in advance of the meeting, is sufficient to ensure these amendments are properly considered,

**WHEREAS** temporary amendments and suspensions of policy are an emergency procedure and should not require notice,

**BIRT** Bylaw 2.2 be adopted as described in the Revision Form – Bylaw 2 and 13 AmendmentsProcedure.docx (“the amendment form”).

**BIFRT** Bylaw 13.1.4 and 13.1.5 be repealed and replaced with Bylaws 13.1.4 through 13.1.6 as described in the amendment form, and Bylaw 13.3.2 be repealed and replaced with Bylaw 13.3.2 as described in the amendment form.

**BIFRT** Policy 1.2 be repealed and replaced with the Policy 1.2 contained in the amendment form.



## 2.2.4 BYLAW AMENDMENT: COUNCILLOR TRAINING PROCEDURES

**Group Responsible:** Code & Policy Committee

**Description:** Bylaw 7.2.4: Councillor Training Procedures

**Time:** 5 minutes

**Relevant Materials:** [Revision form – 7.2.4 CouncillorTraining.docx](#)

**WHEREAS** the administration of online training for Councillors would provide a simpler and more consistent training experience than the current practice of arranging small group orientations with the President,

**WHEREAS** in-person orientation, and particularly the formal Councillor orientation sessions, still provide valuable training for Councillors,

**WHEREAS** a combination of initial online training followed by a formal orientation session provides the best combination of allowing new Councillors to assume their roles promptly and ensuring they receive quality training,

**BIRT** Bylaw 7.2.4 be repealed and replaced with the following:

7.2.4 Seating of new Councillors shall occur upon the completion of an online training course. Councillors are required to attend the next scheduled in-person Council orientation session following their seating. These sessions will be held at least three times a year. If a Councillor is unable to attend this orientation meeting, they are required to make arrangements for a make-up orientation with the President, which should occur within one month of the missed orientation. If a candidate misses the orientation session, and has not made alternative arrangements for receiving an in-person orientation, the President may recommend to Council that the Councillor be removed by special resolution. The Councillor must be given 10 days' notice that their unseating is being considered, and must be given an opportunity to present their case to Council either in person or in writing.

## 2.2.5 BYLAW AMENDMENT: BYLAW 3.10 AND OTHERS REGARDING RIGHTS OF MEMBERS

**Group Responsible:** Code & Policy Committee

**Description:** Bylaw 3.10 and others regarding rights of members

**Time:** 5 minutes

**Relevant Materials:** [Revision Form - Bylaw 3\\_10 Rights of Members.pdf](#)

**WHEREAS** the Graduate Student Society of UBC Vancouver represents and advocates on behalf of all UBC Graduate Students,

**WHEREAS** it is appropriate that only current UBC graduate students (Ordinary Members) be voting members of the Society with the right to vote in AGM and referenda and to propose items for the AGM,

**WHEREAS** this should be clarified in the Bylaws,

**WHEREAS** to be consistent with the Bylaws and internally, the Policy Manual should state that all members may attend Council meetings and that only Ordinary Members may act as (voting) proxies in a Committee meeting,

**BIRT** Bylaw 3.10, Bylaw 5.1.3, Bylaw 5.2.1, Policy 3.1.2, Policy 3.2.2, and Policy 7.1.3 be repealed and replaced with the respective text included in [Bylaw\\_3\\_10\\_RightsMembers.pdf](#)

## 2.2.6 BYLAW AMENDMENT: STRATEGIC FRAMEWORK

**Group Responsible:** Code & Policy Committee

**Description:** Bylaw 14: Strategic Framework

**Time:** 5 minutes



**Relevant Materials:** [Revision Form - Bylaw 14 StrategicPlan.pdf](#)

**WHEREAS** the Bylaws refer to a “Strategic Framework,” but Council believes that it is more appropriate that we have a “Strategic Plan,” a term which implies a higher level of actionable detail,

**WHEREAS** the Strategic Plan can best be distributed on the GSS website,

**BIRT** all references to the “Strategic Framework” in Bylaw 8.5.2.i and Bylaw 14 be changed to the “Strategic Plan,” and Bylaws 14.3 and 14.4 be revised to read as follows:

14.3 The Strategic Plan shall be published on the Society’s website.

14.4 The President, with the assistance of the Executive Committee, the Governance and Accountability Committee, and the Society’s staff, shall be responsible for ensuring that the provisions of the Strategic Plan are implemented.

## 2.2.7 BYLAW AMENDMENT: EXECUTIVES ON THE EXECUTIVE OVERSIGHT COMMITTEE

**Group Responsible:** Code & Policy Committee

**Description:** Bylaw 9.1.2 and 8.5.2.d.vi: Executives on EOC

**Time:** 5 minutes

**Relevant Materials:** [Revision Form – Bylaw 9.1.2 ExecutiveOversight.pdf](#)

**WHEREAS** there is currently no explicit restriction against an executive other than the Financial and Executive Oversight Officer sitting on the Executive Oversight Committee,

**WHEREAS** an executive other than the Financial and Executive Oversight Officer sitting on the Executive Oversight Committee would be a clear conflict of interest and should be firmly prohibited,

**WHEREAS** furthermore, Bylaw 8.5.2 makes the President a member of every committee, without excluding Executive Oversight Committee,

**BIRT** Bylaw 9.1.2 be revised to read: “Membership and terms of references for the Society’s standing committees shall be outlined in the Policy Manual, except that no executive other than the Financial and Executive Oversight Officer shall sit on the Executive Oversight Committee.”

**BIFRT** Bylaw 8.5.2.d.vi (regarding President’s duties) be revised to read “being an ex officio member of every committee, taskforce, and working group of the Society, except the Executive Oversight Committee;”

## 2.2.8 BYLAW AMENDMENT: WRITTEN RESOLUTIONS OF COUNCIL

**Group Responsible:** Code & Policy Committee

**Description:** Bylaw 7.6.8: Written Resolutions of Council

**Time:** 5 minutes

**Relevant Materials:** [Revision Form - Bylaw 7.6.8 Written Resolutions.pdf](#)

**WHEREAS** the procedure for making decisions outside of a formal Council meeting should be clarified based on the needs of the GSS and the provisions of provincial law regulating Societies



**WHEREAS** only the President, as the person responsible for Meetings of Council, should have the ability to address business to Council outside of a formal meeting,

**BIRT** Bylaw 7.6.8 be revised to read: “Any ordinary resolution distributed to all voting Councillors by the President, consented to in writing by two thirds of all voting Councillors, and placed in the minutes of Council is as valid and effective as if regularly passed at a meeting of Council. Email is considered a valid form of obtaining written consent.”

### 2.2.9 APPROVAL OF CONSENT AGENDA

**BIRT** the consent agenda items be approved as presented.

**Mover:** Kimani Karangu

**Seconded:**

**Result:**

### 2.3 BYLAW AMENDMENT: HONOURARY MEMBERSHIP

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**Group Responsible:** Code & Policy Committee

**Description:** The minimum time of service to the GSS Council to be eligible for honorary membership is changed from 24 to 18 months. The fact that the months do not have to be consecutive is clarified.

**Time:** 5 minutes

**WHEREAS** individuals may make significant contributions to Council in less than two years, in capacities other than serving as a Councillor, and Council should have greater discretion to recognize such contributions,

**BIRT** Bylaw 3.2.1 be revised to read: “Council may by ordinary resolution confer honorary membership upon any person Council may wish to honour for outstanding service to the Society, provided that person has served on Council for at least eighteen months. These months do not have to be consecutive.”

**Mover:** Code & Policy  
Committee

**Seconded:**

**Result:**

### 2.4 BYLAW AMENDMENT: EXECUTIVE ELECTIONS

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**Group Responsible:** Code & Policy Committee

**Description:** Bylaw: Executive Elections

**Time:** 5 minutes

**WHEREAS** the Bylaws currently provide no procedure for preventing a conflict of interest in the event that a Financial and Executive Oversight Officer wishes to run or a different executive office before the end of their term as FEEO,

**WHEREAS** in the event of a resignation, a current executive might be presented with the opportunity for a second office, and this should also be prevented,

**WHEREAS** the following mandates a minimum standard for these situations,

**BIRT** Bylaws 8.2.8 and 8.2.9 be adopted as follows:

8.2.8 No person shall hold more than one executive office simultaneously. This does not preclude an executive temporarily performing the duties of another executive.

8.2.9 In the event that the Financial and Executive Oversight Officer runs for a different executive position, and does not secure the position, Governance and Accountability Committee shall report to Council within three months, and make recommendations as appropriate, regarding any conflict or lack thereof between the Financial and Executive Oversight Officer and their former opponent.



**Mover:** Code & Policy  
Committee

**Second:**

**Result:**

## 3 MATTERS FOR DISCUSSION

### 3.1 STRATEGIC PLANNING AD-HOC COMMITTEE

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**Group Responsible:** Strategic Planning ad-hoc committee

**Description:** Progress of the strategic planning process.

**Time:** 5 minutes

## 4 NOTICES

### 4.1 NOTICE OF NEXT MEETING

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**Date:** March 18th, 2021 at 5:00 pm

## 5 ADJOURNMENT

**BIRT** there being no further business the meeting be adjourned at \_\_\_ pm.

**Mover:**

**Second:**

**Result:**

