

GSS Council Minutes

Thursday, March 24th 2016 | GSS Ballroom | 5:30 pm.

Present: Amber Shilling, Adam Howe, Andrew Leyland, Anujit Chakraborty, Gloria Liu, Bradley Balaton, Chandan Sejekan, Charles Copeland, Chen Vu, Christie Waltham, Christina Wiesmann, Dan Kehila, Dylan Burrows, Elizabeth Bulaeva, Jordan Brown (proxy for Emily Gray), Emily Allan, Enav Zusman, Harry Li, Hamza Khan, Hooman Shahrokhi, Ingrid Olson, Jennifer Campbell, Jennifer Zhao, Jennifer DeBoer, Joann Anokwuru, John Dupuis, Kaye Hare, Kevin Mer, Krish Maharaj, Logan MacDonald, Maichael Thejoe, Marysol Garcia Patino, Mirza Sarwar, Natalie Marshall, Nicholas Dawson, Peter Chen, Raghav Grover, Shona Robinson, Tal Shalev, Taqdir Bhandal, Tobias Friedel, Vasili Triandafilidi, Veronica Knott, Xiaolei Deng, Katerina Othonos (proxy for Xun Zhou), Yaseen Mottiar, Erin Gluntly (proxy for Zoe Lam), Sneha Balani.

Regrets: Andrew Alexander, Francisco Gómez-Lopéz, Jennifer Bok, Joon Seon Lee, Julie Van de Valk, Kelsi Lix, Mary-Anne Shonoda, Natasha Little, Olenka Forde,

Absent: Chad Rickaby, James Lawson, Kyla Drzazgowski, Kyle Loewen, Maayan Kreitzman, Parker Jobin, Ran Xiang, Sarah Simon, Shadi Balandeh, Yulia Merkulova.

Speaker: Abdulrahman Alnaar

Guest: Mark Wellington, General Manager.

A. Call to Order and Adoption of the Agenda

1. The meeting was called to order at 8:39 pm.

BIRT the agenda be adopted as presented.

MOVER: Bradley Balaton

SECONDER: Harry Li

Amendment to add TAPPHS Affiliation Organization Petition.

MOVER: Maichael Thejoe

SECONDER: Tobias Friedel

Amendment PASSED

Amendment to add presentation titled "2016 Executive Elections" as first item in the section C. Presentations to Council.

MOVER: Tobias Friedel

SECONDER: Maichael Thejoe

Amendment PASSED

BIRT the agenda be adopted as amended.

MOTION PASSED 28/0/0

B. Introductions

C. Presentations (10 minutes, 5 minutes for questions)

- **2016 Executive Elections**

Presented by: Dan Kehila

– Elections have seen low turnout of 6.1% this year.

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- There will be several Policy Manual amendments recommended to the CPC, like, Nomination form to include video and photo blurb, hold voting week at the same time as AMS; remove a requirement to call elections two months in advance;
- Elections committee will produce a handbook for the next year.
- Dan will be around to help next year.

Questions and Answers:

It was asked and answered about the irregularities and complaints, and answered that there were no complaints formally filed this year except for a question from a Councillor.

It was also emphasized that this year has seen a general drop in a number of graduate students voting in comparison to a last year when first used direct mail outs. It was stated that this is a step back in terms of student engagement.

• **Privacy and Personal Information**

Presented by: Amber Shilling

- A friendly reminder: Councillors are Board Directors of the GSS, non-for-profit society in the province of BC. As Chair of HR would like to reiterate some information presented at the October Council last year.
- Society is governed by BC legislation, inter alia, determine what information we can share about employees and any sensitive information we are privy to as Board Directors. We as board members should be very cautious about any possible breaches.
- GSS Councillors are bound by PIPA, but also by a duty of confidentiality, duty of care, duty of loyalty, and fiduciary responsibility.
- HR meetings are held in camera dealing a lot with sensitive information. Employee/personal information is a part of regular business. Minutes are not detailed. Our role is up for review as a part of the Code and Policy Revisions taken into consideration recent shifts, such as hiring GM, revised HR terms of reference, etc.
- At the meetings: President and GM attend HR committee meetings; minutes are based on in-camera protocols; GM will leave the conversation, should there be a conflict of interest.
- Privacy responsibility: for clarifications a legal opinion should be pursued. In the case of doubt, air on the side of caution.
- Resources: Industry Canada, Primer for Director of Not-for-profit corporations; BC Laws PIPA website; Vantage Point training documents, etc.

Questions and Answers

It was clarified that in camera means in private. Information discussed in camera is not to be repeated anywhere else, so cannot say it outside.

It was further noted that any concerns or complaints regarding HR-related matters should be directed to Executive Oversight Committee.

It was further asked about any breaches, to which was a negative answer and further clarified that HR committee is seeking legal advice as to what kind of information can be shared in accordance with the current legislation.

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It was lastly mentioned it a great move forward given massive breaches that happened three years ago.

D. Seatings, Unseating and Appointments

2. Notice of Unseatings (*no vote necessary*)

Conny Lin has been unseated as GSS Representative to AMS Council, alternate delegate to the ABCS and representative to the AMS/GSS Health and Dental Committee.

Mohammadali Nikoo has been unseated as GSS Representative to AMS Council.

Tobias Friedel has been unseated as GSS Representative to AMS Council.

Christina Wiesmann has been unseated as House Finance Representative.

3. BIRT the following seatings are approved:

~~**Jasleen Grewal** be seated to the Code and Policy Committee.~~

Morgan Shepherd, Adam Howe be seated to the Human Resources Committee.

Mahshid Ghaffartehrani be seated to the Services Committee.

MOVER: Adam Howe

SECONDER: Logan MacDonald

MOTION PASSED 28/0/0

4. BIRT the following appointment is approved:

Maichael Thejoe, Jasleen Grewal and Katerina Othonos be appointed GSS Representative to the AMS Council.

Point of information: positions are only open to graduate students enrolled in the Faculty of Graduate Studies.

MOVER: Natalie Marshall

SECONDER: Dan Kehila

MOTION PASSED 28/0/0

5. BIRT the following appointment is approved:

Bradley Balaton be appointed Chair of AMS Caucus.¹

MOVER: Krish Maharaj

SECONDER: Adam Howe

MOTION PASSED by unanimous consent

6. BIRT the following appointment is approved:

Dan Kehila be appointed as GSS Representative to the AMS/GSS Health and Dental Committee.

MOVER: Bradley Balaton

SECONDER: Morgan Shepherd

MOTION PASSED by unanimous consent

7. BIRT the following appointment is approved:

_____be appointed to the Faculty of Science Council (3 science students)

¹ Harry Li, *Interim Chair of AMS Caucus*

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Motion to postpone until these positions are properly advertised.

MOVER Tobias Friedel

SECONDER: Bradley Balaton

MOTION PASSED by unanimous consent

Item 7 is postponed until advance notice is provided.

E. Approval of Minutes

8. BIRT the minutes of the GSS Council meeting dated “February 18, 2016” and “February 29th, 2016” be approved as presented.

MOVER: Krish Maharaj

SECONDER: Morgan Shepherd

Amendment to a list of attendees: Jennifer DeBoer was present at the meeting on February 29th, 2016 deemed friendly.

MOTION PASSED 26/0/0

9. BIRT the following committee minutes be approved as presented:

AMS Caucus November 20th 2015;
AMS Caucus March 3rd, 2016;

House Finance March 1st, 2016;
House Finance February 9th, 2016.

MOVER: Bradley Balaton

SECONDER: Amber Shilling

MOTION PASSED 25/0/1

Motion to strike sections F, G, H (AMS, Grad Council and Senate).

MOVER: Tobias Friedel

SECONDER: Adam Howe

Motivation: it is running late now; a few motions to deal before we lose quorum.

MOTION PASSED 21/3/2

F. Executive Remarks

(3 minutes)

- ~~President Tobias Friedel;~~
- ~~Vice-President Academic & University Affairs Enav Zusman;~~
- ~~Vice-President External Relations Bingyu Liu;~~
- ~~Vice-President Students Kevin Mehr;~~
- ~~Finance and Oversight Officer Xiaolei Deng.~~

G. Committee Reports

(3 minutes)

- ~~Academic & External Affairs Committee Tal Shalev~~
- ~~Code and Policy Committee Julianne Jagdeo~~
- ~~Executive Oversight Committee Xiaolei Deng;~~

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- ~~House Finance Committee — Shona Robinson;~~
- ~~Human Resources Committee — Amber Shilling;~~
- ~~Services Committee — Sima Valizadeh;~~
- ~~Elections Committee — Dan Kehila;~~

H. Representative Reports

(3 minutes)

- ~~AMS Council — Harry Li;~~
- ~~Graduate Council — Natalie Marshall;~~
- ~~Senate — Sarah Simon and Nick Dawson.~~
- BOG – Veronica Knott and Julie Van de Valk;
 - Just had a resignation of our Finance Chair;
 - Also welcomed three new members who are currently going through orientation, and are amazing and seem to be very dedicated.
 - New BOG Chair, Stuart Belkin is having an introduction as to what happens with the whole governance scenario; will be hearing from alumni, Faculty and student on April 14th in the Boardroom of the Alumni Centre.
 - Committee meetings will be held on April 4th and 5th. On 4th – learning and research committee; on 5th there will be a full day of research on finance, property and planning, so it is a tough time now as trying to do budget.
 - You should have already seen an email from Bog Chair regarding governance concerns. There is a lot going on campus right now – Gupta resignation, issues around Finance chair and response from Faculty Association –discussion items at April 14th meeting.
 - If any questions or feedback, Veronica is happy to talk or detail more on those points mentioned.
- Presidential Search Committee – Amber Shilling.
 - Has met once since February meeting, reviewed a long list of candidates. There was a great deal of interest in the position.
 - Have another meeting coming up on April 8th, we are still on track reviewing candidates.
 - It is planned to have 8 days of candidates interviews in May;
 - Still on track on hopeful placement of a new President on June 30th as Martha Piper has reiterated again that she should resign from the position early summer.

I. Question Period

It was referred to the item introduced at the last Council meeting in camera session. The intention from Council was to have a discussion at this meeting and asked if it is going to be brought up that night, to which the answer was that the Chair of HR does not feel comfortable bringing the discussion up without an advice from a legal counsel as well as all facts and information concerned. It was further asked when it is going to be resumed, to which the answer was that the legal counsel informed HR of their busyness and inability to meet before this meeting; hope to be able to contact them in the next couple of weeks. It was lastly noted that the lawyer was made aware that it is a pressing matter.

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It was further referred to the position statement on Sexual Violence ratified at the February Council and asked what has been done since then, to which the answer was that the position statement is public now on GSS website. It will inform the process of policy development and guide participation of the GSS. Meetings are scheduled a little bit later than originally intended, and will start early April. There will be three meetings in a short succession to catch up on the missed time so far. This statement will dictate the way GSS position is. Tobias in the capacity of the GSS President will be contributing to the conversations. And at any other places that we are discussing these issues, the position statement outlines the formal stance of GSS. It was further asked to specify which committees it was made reference to, and answered that UBC committee that develops a policy on sexual assault and announced two weeks ago. UBC Administration has promised a first draft for approval of the Board in June which puts committee on a really tough timeline.

J. Council Motions

10. CIF "Speakers"

Introduced by: House Finance Committee

WHEREAS speakers are needed for many events at the GSC, and we currently have only one pair of working 'active' speakers, and

WHEREAS the project titled "Speakers" satisfies the requirements of the CIF, and has been recommended by the House Finance Committee for Council approval, therefore

BIRT GSS Council approves up to \$2,865 from the Capital Improvement Fund (budget line 10-785) for the purchase of two new pairs of speakers and tripods.

MOVER: Andrew Leyland

SECONDER: Amber Shilling

Motivation by Xiaolei: as from the financial statements almost all equipment depreciated. It's high time to increase our capital assets.

MOTION PASSED: 22/0/1

11. CIF "Pop lines"

Introduced by: House Finance Committee

WHEREAS the beer and pop lines in Thea's lounge are non-functional, a health hazard, they look terrible, and they attract rats, and

WHEREAS the project titled "Pop Lines" satisfies the requirements of the CIF, and has been recommended by the House Finance Committee for Council approval, therefore

BIRT GSS Council approves up to \$216 from the Capital Improvement Fund (budget line 10-785) for the removal of the taps/hoses and capping of the building lines.

MOVER: Adam Howe

SECONDER: Bradley Balaton

Motivation by Tobias: we had an incident when rats chewed coke syrup pop line in the office causing an awful leak.

MOTION PASSED 25/0/0

12. CIF "Thea's Lounge Countertop"

Introduced by: House Finance Committee

WHEREAS the bar countertops in Thea's lounge are in disrepair, with holes, and

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WHEREAS the project titled “Thea’s Lounge Countertop” satisfies the requirements of the CIF, and has been recommended by the House Finance Committee for Council approval, therefore

BIRT GSS Council approves up to \$935 from the Capital Improvement Fund (budget line 10-785) for the re-lamination of the bartender’s countertop.

MOVER: Vasilii Triandafilidi

SECONDER: Andrew Leyland

MOTION PASSED 25/0/0

13. Policy Manual House and Business Operations²

Introduced by: Code and Policy Committee

BIRT Council approves the amendments made to Section 10 of the policy manual as presented.

Speaker explained rules regarding Omnibus motion.

Motion to omnibus all Policy Manual motions.

MOVER: Tobias Friedel

SECONDER: Adam Howe

MOTION PASSED by unanimous consent

Omnibus motion Policy Manual Section 10, Section 8, Section 4.1

BIRT Council approves the amendments made to Section 10 of the policy manual as presented.

BIRT Council approves the amendments made to Section 8 of the policy manual as presented.

BIRT Council approves the amendments made to Section 4.1 of the policy manual as presented.

MOVER: Xun Zhou

SECONDER: Harry Li

Motivation by Julianne: in constant consultations with the committees to modify, do formatting and clarify sections of the Policy Manual.

Councillor from Forestry expressed his concern over new HR committee terms of references. It was noted that the mentioned policies seem to be changed entirely. It was further pointed out that GM will now oversee the employees. It was also said that this requires further clarification on accountability and GM role, and how accountability works back.

President responded that over the past few years, Society has made a decision to go in this direction. It was noted difficult for part-time Executives to oversee full-time employees when in office only for 10 hours a week. There were attempts to do a decent job, however faced some challenges. Solution was to hire GM to oversee full-time staff. GM is accountable to Executives. HR committee used to be operational one and now moves to governance committee; general rules apply. And that was the intent of the entire process to become a more professional organization.

Ordinary member, former HR chair, remarked that the intent was to make GSS more professional, rather than to have volunteers to handle HR related issues, legal cases, etc. GM adds more stability.

Guest of Council, GSS President 2014-2015, noted that there was a legal issue in the past, problem was that the students were not professionally trained to handle serious hr-related issues.

² Special resolution

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It was asked and answered that all communications including appraisals are done through GM who has expertise. HR committee has a solely governance function to oversee the process rather than individuals. It was also mentioned that average student does not have necessary training, so isn't good to do this job.

It was further stated that any questions or concerns should be raised at Council.

It was further said that it is easy to put yourself in a wrong spot when it comes to HR and referred to concerns over unfair treatment.

It was further asked to clarify the policies around GM's accountability and where the procedures are outlined, and answered that HR handbook is a document to include this information. To which was a follow up question regarding organizational structure, and answered that reporting procedures are outlined in the staff contracts including GM.

It was further noted that general hr-related info should be included in the new councillor package to avoid any misunderstanding as to the roles within the organization; something that is not that intuitive.

It was noted that Councillors have introduction at the new councillor training.

It was stated that full information is not provided in the actual document and suggested creating a chart to outline structure.

There was an objection to vote on the omnibus.

Voting on each BIRT clause occurs separately:

BIRT Council approves the amendments made to Section 10 of the policy manual as presented.

MOTION PASSED 25/0/1

BIRT Council approves the amendments made to Section 8 of the policy manual as presented.

MOTION PASSED 19/3/3

BIRT Council approves the amendments made to Section 4.1 of the policy manual as presented.

MOTION PASSED 23/0/3

14. Harassment and Discrimination Ad Hoc Committee TOR/Membership³

BIRT the mandate of the Harassment and Discrimination Ad Hoc Committee be re-established with the following terms of reference:

- conduct research on graduate student experiences with harassment and discrimination at UBC;
- investigate the concept of consent with a focus on the graduate student perspective;
- identify potential solutions, processes and policies at other organisations in Canada, USA and worldwide;
- develop external policies and procedures to address and prevent issues of harassment and discrimination at UBC;
- make recommendations on advocacy strategies to the offices of the GSS President, GSS VP Academic and GSS VP External.

BIFRT the member composition of the committee shall be as follows:

³ Special resolution

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- President (ex officio, voting);
- Vice-President Academic and University Affairs (ex officio, voting);
- GSS Advocacy Coordinators (ex officio, non-voting);
- Three Councillors (voting);
- Five ordinary members (voting).

BIFRT the ad hoc committee on Harassment and Discrimination shall be dissolved at the next 2017 Annual General Meeting of the Society.

BIFRT quorum for the committee be as described in section 7.1.4 of the Policy Manual.

BIFRT Council shall appoint the committee chair from among the voting members of the committee.

MOVER: Bradley Balaton
MOTION PASSED 24/0/2

SECONDER: Harry Li

15. Strategic Planning Ad Hoc Committee TOR

BIFRT the mandate for the GSS Strategic planning ad hoc committee be re-established.

BIFRT GSS Strategic Planning Ad Hoc Committee is tasked to develop a strategic plan to guide the activities of the Society over a period of not less than 5 years.

BIFRT in the development of the strategic plan, the committee shall consult materials including, but not limited to documentation from previous committee to understand the priorities of graduate students at UBC.

BIFRT the committee shall provide monthly reports on activity at Council meetings.

MOVER: Amber Shilling
MOTION PASSED 26/0/0

SECONDER: Harry Li

16. Honorary members

BIFRT in accordance with Bylaw 3.2.1 honorary membership of the Graduate Student Society of UBC Vancouver be conferred to:

Sima Valizadeh;
Natalie Marshall;
Jack Hickmott;
Julienne Jagdeo;
Conny Lin;
Christopher Roach;
Colúm Connolly.

MOVER: Raghav Grover

SECONDER: Vasilii Triandafilidi

Motivation by Tobias: all candidates met a formal requirement of serving two years on Council.

It was clarified that honorary members get speaking rights, will receive invitation to Council meetings and also as a token of appreciation for their hard work.

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MOTION PASSED 26/0/0

17. Affiliate Organization Recognition

WHEREAS the following organizations have submitted a petition for recognition as an Affiliate Organization.

BIRT the following organizations be recognized as Affiliate Organizations for one year, ending at the meeting of Council in March 2017:

- a. Colloquium Club;
- b. Bioinformatics Students Club.
- c. The Association of Population and Public Health Students TAPPHS;
- d. **Southeast Asia Graduate Student Network**

MOVER: Kevin Mehr

SECONDER: Harry Li

Amendment to add Southeast Asia Graduate Student Network for recognition deemed friendly.

MOTION PASSED by unanimous consent

Motion to add seating of the committee members and appointment of chairs to the Harassment and Discrimination Ad Hoc Committee, and Strategic Planning Ad Hoc Committee.

MOVER: Yaseen Mottiar

SECONDER: Kaye Hare

MOTION PASSED by unanimous consent

18. Seating to the Harassment and Discrimination Ad Hoc Committee and Strategic Planning Ad Hoc Committee.

Jasleen Grewal , Katerina Othonos, Kaye Hare, Gen Cruz, Chaahat Singh be seated to the Harassment and Discrimination Ad Hoc Committee.

Sneha Balani, Yaseen Mottiar, Vasilli Triandafilidi, Christie Waltham, Gen Cruz and Chen Vu be seated to the Strategic Planning Ad Hoc Committee.

MOVER: Bradley Balaton

SECONDER: Harry Li

MOTION PASSED by unanimous consent

19. Appointment to the Harassment and Discrimination Ad Hoc Committee and Strategic Planning Ad Hoc Committee.

Katerina Othonos to be appointed Chair of Harassment and Discrimination Ad Hoc Committee.

Sneha Balani to be appointed Chair of Strategic Planning Ad Hoc Committee.

MOVER: Xiaolei Deng

SECONDER: Yaseen Mottiar

MOTION PASSED by unanimous consent

K. Other Business and Notice of Motions

L. Discussion Period

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- GSS Grad Loft (Nest room 4202) – Space Usage Plan.

Motion to postpone discussion item until next Council meeting.

MOVER: Tobias Friedel

SECONDER: Chandan Sejekan

MOTION PASSED by unanimous consent

M. Notices

- Announcement of second seats at Council.

Please note each Department holds one seat at the Council.

Based on a number of students enrolled in the departments and good standing with the Society, the following departments can request a second seat:

- CIVL: Civil Engineering;
 - EECE: Electrical and Computer Engineering;
 - SLAIS: Library, Archival and Information Studies;
 - ECPS: Counselling Psychology, Education Psychology and Special Education;
 - EDCP: Curriculum and Pedagogy;
 - EDST: Educational Studies;
 - FRST: Forestry;
 - SPPH: Population and Public Health;
- Anti- Sexual Assault Conference: details will be announced soon. There will be a screening of a documentary on the topic.

N. Submissions

- GSS Grad Loft (Nest room 4202) – Space Usage Plan;

N. Next Meeting

Thursday, April 21st 2016

O. Adjournment

There being no further business the meeting was adjourned at 10:12 pm.