A. Attendance
2. Regrets: Anjali Gupta, Amber Shilling, Jakob Gattinger, Jasleen Grewal, Jeannie Malone, Jun Sian Lee to be represented by Anuradha, Kamaldeep Gill to be represented by Yeeun Lee, Karen Thulasi to be represented by Jan Xu, Phil Angel, Temitope Onifade
4. Quorum: 23 Councillors

B. Call to Order & Adoption of the Agenda
1. The meeting will be called to order at 5:33 pm.
2. BIRT the agenda be adopted as presented.

   MOVER: Nicolas R.  SECONDER: Theresa P.

C. Introductions
   Introductions were made.

D. Approval of Minutes
1. GSS Council minutes for approval:
   a. November 15 Council Meeting, 2018

2. Committee minutes for approval:
   a. Executive Committee ~ Nov. 22, 2018
   b. Code and Policy ~ Nov. 23, 2018 and Dec 5, 2018
   c. Governance and Accountability Committee ~ Oct 23, 2018 and Nov. 13, 2018
   d. Graduate Council ~ Nov 11, 2018
   e. House Finance Committee ~ Nov. 14, 2018
   f. Services Committee ~ Nov. 22, 2018

Discussion
Speaker: Questions?
No questions were asked.

MOVER: Nicolas R.  SECONDER: Victoria G.
RESULT: For (16): John Ede, Victoria Gomez, Jasleen Grewal, Sara Izadi-Najafabadi, Philip Karangu, Joyce Lam, Logan Lorenz, Gloria Mellesmoen, Lois Evans, Theresa Pauly, Larissa Peck, Claire Preston, Nicolas Romualdi, Christina Rubino, Ariana Saatchi, Alexa Tanner
Abstained: Pouya Rezaenia

... Next page: Strategic Theme 3: Our Graduate Student Society
E. Strategic Theme 3: Our Graduate Student Society: Presentations & Motions

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. President
      ii. Financial & Executive Oversight Officer
      iii. Executive Oversight Committee
      iv. Governance & Accountability Committee
      v. House Finance Committee
      vi. Code & Policy Committee
      vii. Human Resources Committee
      viii. AMS Council
      ix. Elections Committee

   b. Questions?
      No questions.

   c. Matter #1
      Person Responsible: FEOO and GSS Auditor
      Presentation Time: 10 minutes
      Presentation Description: GSS Audit
      Supporting Documents: Auditor Presentation
      Speaker: Questions?
      No questions were asked.

   Matter #2
   Person Responsible: Diana Canals, Graduate Pathways for Success
   Presentation Time: 10 minutes
   Presentation Description: 3 Minute Thesis Competition
   Proposed Objective: Encourage GSS representatives to host heats in their departments
   Relevant materials: 3MT GSS Council Presentation
   Speaker: Questions?
   No questions were asked.
Matter #3
Person Responsible: Kate Sedivy

Announcement: CPC has postponed its motion to amend Policy 7.2.1 on committee composition until the January meeting, but invites Councillors to bring any comments regarding the amendment to CPC. The motion to amend can be found in Supporting Documents.

Speaker: Questions?
No questions were asked.

2. Matters for Decision
   a. Seatings
      i. New Councillors
         BIRT the following Seatings of new Councillors be approved:
         Jasleen Grewal to be reseated as GSS Representative to Graspods.
         Hilal Kina to be seated as Departmental Representative for Anthropology.
         Kate Sedivy-Haley to be seated as Departmental Representative for Microbiology and Immunology.
         Lois Evans to be seated as Departmental Representative for the School of Library, Archival and Information Studies.
         Phil Angel to be reseated as Departmental Representative for Zoology.
         Sebastien Rettie to be reseated as Departmental Representative for Physics and Astronomy.
         Temitayo Olarewaju to be seated as Departmental Representative for Law.
         Temitope Onifade to be seated as Departmental Representative for Law.

         MOVER: Philip SECONDER: Nicolas

         Nicolas: Point of information – does the person seated need to be present in the room?
         Speaker: No.

      ii. Committee Seatings
All GSS Councillors are expected to sit on at least one committee. Committee descriptions and meeting times here.

BIRT the following Seatings be approved:

Academic and External Affairs Committee is full.

Jordan Hamden to be seated as an Ordinary member to the Code and Policy Committee (2 needed.)
Andras Szeitz, Tayo to be seated as a Councillor to the Code and Policy Committee (2 needed.)

____________ to be seated as an Ordinary member to the Elections Committee (2 needed.)

____________ to be seated as an Ordinary Member to the Executive Oversight Committee (1 needed.)
Logan Lorenz to be seated as a Councillor to the Executive Oversight Committee (1 needed.)

Madison Bolger-Munro and Olivia Anne Adams to be seated as Ordinary members to the Governance & Accountability Committee (0 needed).
Anjali Gupta to be seated as a Councillor to the Governance & Accountability Committee (1 needed).

House Finance Committee is full.

____________ to be seated as a Councillor to the Human Resource Committee (3 needed.)

Services Committee is full.

No vacancies for GSS Council Representatives to AMS Council or Grad Council.
to be seated as GSS Council Representatives to Faculty of Arts Council (2 needed.)

Nicolas: I wish there were someone who could tell us more about what Faculty of Arts does!
Sara: I think they work like any Council.
Nicolas: Do the reps needs to be from the Arts?
Sara: They need to be GSS Councillors.

MOVER: Philip K. SECONDER: Sara I.-N.

b. Matter #1
Person Responsible: Nicolas Romuladi
Subject: Honorary Membership Status

Motion:
WHEREAS Bylaw 3.2.1 establishes that “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 two years” and,

WHEREAS Alyssa Kirlin has served the GSS Council for more than two years, most notably as a Councillor, an outstanding member of the Executive Oversight Committee and as a member of the supervisory excellence sub-committee, whose work became foundational for a Canada-wide approach to supervisory excellence in Graduate student-supervisor relationships and,

WHEREAS she has had a disposition and contribution far exceeding those required by her roles, volunteering her time and displaying genuine interest in the improvement of the GSS,

BIRT the GSS Council confers honorary membership to Alyssa Kirlin, to start at the expiration of her ordinary membership upon graduation and,
BIFRT that GSS Council directs the Code and Policy committee to update the list of honorary members in the Policy Manual.

MOVER: Nicolas R. SECONDER: Theresa

Matter #2:
Person Responsible: Lily Takeuchi
Subject: Attendance of Graduate Council Meetings

Motion:
WHEREAS Graduate Council is the legislative and administrative authority of the Faculty of Graduate and Postdoctoral Studies (G+PS) regarding graduate programs of study, and while Graduate Council Representatives represent UBC-Vancouver graduate students in the Graduate Council.

WHEREAS reduced attendance at Graduate Council meetings has been an ongoing issue within the Graduate Council Student Caucus, significantly impacting the productivity of meetings and coordination of members.

WHEREAS the attendance of Graduate Council Representatives at the Graduate Council meeting is integral to representing graduate students to the Faculty of Graduate and Postdoctoral Studies (G+PS) and fostering the bilateral relationship between the GSS and G+PS.

WHEREAS within the GSS Policy Manual, the Graduate Council Caucus is not mentioned or perceived as an official GSS group despite the fact that currently, the Graduate Council Representatives meet on a monthly basis to coordinate their activities.

WHEREAS the Graduate Council Caucus is perceived as a 'group' in the GSS by other committees and at the Graduate Council meetings, but has no official status and recognition.

Discussion
BIRT Council add the following two clauses to section 6.3 in the Policy Manual as recommended by the Graduate Council Caucus:

6.3.5 In the event that a Graduate Council Representative is absent from three (3) consecutive Graduate Council meetings, the Head Representative may recommend to Council that the Graduate Council Representative be unseated, and a new appointment by Council shall take place provided by such appointments are advertised on GSS website and newsletter at least two (2) weeks in advance.

6.3.6 Graduate Council Representatives who represent the Society to the Graduate Council shall form the Graduate Council Caucus, and coordinate their activities, accordingly.

Alexa: Does 6.3.1 discuss advertising on web-site?
Kate: Can I clarify? Publications, but not web-site

Speaker: Back to main motion
Sara: I will read what Lily send me as motivation for her motion – reduced attendance has significantly impacted the efficiency of Grad Council, so we need some measures of accountability. Grad Council wants recognition because as it currently stands Grad Council is not officially recognized by the GSS, even if in practice it does a lot of work – hence, it is important to have a statement in the Policy Manual recognizing Grad Council.

Nicolas: I would add this to a standing committee/ caucus. It is not the correct place in the Policy Manual to do this. I move that we strike 6.3.6. This can be re-introduced in January.
MOVER: Nicolas SECONDER: Victoria
Vote on amendment: For (24): Kamaldeep Gill, Victoria Gomez, Jasleen Grewal, Sara Izadi-Najafabadi, Philip Karangu, Joyce Lam, Logan Lorenz, Teesha Luehr, Areezo M., Gloria Mellesmoen, Lois Evans, Uyen Nguyen, Tayo O., Theresa Pauly, Larissa Peck, Claire Preston, Sebastien Rettie, Nicolas Romualdi, Christina Rubino, Ariana Saatchi, Kate Sedivy, Alexa Tanner, Omri Wallach, Kiana Yau

Speaker: Back to main motion – 6.3.5 amendment to Policy Manual.
For (21): Karen Devendrakumar, John Ede, Victoria Gomez, Jasleen Grewal, Sara Izadi-Najafabadi, Philip Karangu, Joyce Lam, Logan Lorenz, Teesha Luehr, Areezo M., Gloria Mellesmoen, Uyen Nguyen, Theresa Pauly, Larissa Peck, Claire Preston, Nicolas Romualdi, Christina Rubino, Ariana Saatchi, Kate Sedivy, Alexa Tanner, Kiana Yau
Against (1): Tayo O.

Abstained: Lois Evans
Nicolas: I would like to move that
BIRT it is referred to CPC to include Grad Council as a recognized group of the GSS in
the Policy Manual.
MOVER: Nicolas		SECONDER: Sara
RESULT: For (17): Victoria Gomez, Jasleen Grewal, Philip Karangu, Joyce Lam, Logan
Lorenz, Areezo M., Gloria Mellesmoen, Lois Evans, Tayo O., Theresa Pauly, Larissa Peck,
Claire Preston, Nicolas Romualdi, Ariana Saatchi, Kate Sedivy, Andras Szeitz, Alexa
Tanner

Matter #3:
Group Responsible: Code & Policy Committee
Subject Description: Bylaw 8.5.2.e amendment for AGM: Ability of President to cancel
Council meetings

Motion:
WHEREAS under GSS Bylaw section 8.5. Duties of Executive Officers, Bylaw 8.5.2 states
that the President shall: (e) be responsible for Meetings of Council including: (i)
chairing and setting the agenda for meetings of Council;

WHEREAS GSS Bylaw 7.6.1 states that Council shall hold regularly scheduled meetings
at least once each month;

WHEREAS the President may interpret Bylaw 8.5.2 as he is able to cancel monthly
Council meeting;

WHEREAS cancelling monthly Council meeting goes against Bylaw 7.6.1.

BIRT Council includes as a motion, during March 2019 GSS Annual General Meeting,
the previous WHEREAS clauses and the following as a BIRT Bylaw 8.5.2.e be amended
to add a new item (ii) below, with existing items ii–v being incremented accordingly:
The President shall:
(e) be responsible for Meetings of Council, including;
(i) chairing and setting the agenda for meetings of Council
(ii) ensuring Council meetings occur at least once per month, pursuant to Bylaw 7.6.1.
(iii) ensuring the proper operation of the meetings of Council;
(iv) taking minutes at meetings of Council or appointing a designate to do so;
(v) ensuring copies of the minutes of the previous Council meeting, the agenda of the upcoming Council meeting, and any other relevant material is delivered to each Councillor in advance of each regular Council meeting; and
(vi) signing Council Minutes and maintaining a minute book containing true copies of all signed Council minutes;

MOVER: Code and Policy Committee  SECONDER: Sara
Abstained: John Ede, Nicolas Romualdi, Christina Rubino, Alexa Tanner

Alexa: What happens if there is a catastrophic earthquake and we are unable to have a meeting?
Conny: if there is an emergency, we tend to not enforce bylaws.

Matter #4:
Group Responsible: Code & Policy Committee
Subject Description: Amendment to Policy vii: Append HR Manual

Motion:
WHEREAS Policy vii has a title: Human Resources Manual, which is empty.

WHEREAS Strategic Plan Priority 3.4 Goal B calls for the GSS to “Increase overall Society transparency”

WHEREAS making Human Resources Manual public to the membership increases transparency and ease of access of the document.

BIRT Human Resources Manual is appended into the Policy Manual Appendix vii.

MOVER: Code and Policy Committee  SECONDER: Nicolas

Kate: There is a blank space in the Policy Manual in the HR Manual, but is no longer included possibly during to errors in updates. HR is also on board of including the HR Manual – basic general guidelines in terms of employment.
Peter: How including HR Manual will affect how easily you make changes to it?
Speaker: As of now, HR Manual is an Appendix, which means it should be passed as
policy.

Kate: Point of information – the concern about changing does not affect how we proceed in appending it.

Claire: Anything sensitive there?

Speaker: Not that I know of.

Nicolas: Seems we are safe. I am pretty sure once we append it, we will start finding problems with it and fix it.

F. Strategic **Theme 2: Community**: Presentations & Motions

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
   b. Questions

2. **Matters for Decision**
   a. **Affiliate Organization Recognition**
      i. **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 December 2019:
      **Chemical and Biological Engineering Graduate Student Council**
      **Physics and Astronomy Graduate Student Association**
      
      MOVER: Nicolas      SECONDER: Sebastien
      Arezoo: Motion should be VP Students.
      Against (1): Karen Devendrakumar
G. Strategic **Theme 1: Academics:** Presentations & Motions

**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:
      - VP University & Academic Affairs
      - VP External Relations
      - Academic & External Affairs Committee
      - Graduate Council
      - Senate
      - Board of Governors
   b. Questions?
      - **Arezoo:** I would appreciate it, if the Executives can put some updates on the agenda. What meetings they are going to, what they are doing ... I think these things are very important to let the Society know.

2. **Matters for Decision**
   a. **Matter #1:**
      - **Person Responsible:** VP External
      - **Presentation time:** 10 minutes
      - **Subject Matter:** CASA Membership
      - **Supporting Documents:** Letter and presentation slides

      **Sara:** I move to adjourn today's Council Meeting. Do I have a seconder?
      **MOVER:** Sara  **SECONDER:** Nicolas
      All in favor.

H. **Matters for Discussion**

1. **Strategic Theme 3: Our Graduate Student Society:**

   **Group Responsible:** EOC – Philip, Lily, Kamal and Omri
Presentation Time: 10 minutes
Subject Description: Inform Council about Executive Midterm Goal Review
Relevant Materials: None

2. Strategic Theme 2: Graduate Student Community:

3. Strategic Theme 1: Graduate Student Academics:

I. Adjournment
1. BIRT there being no further business the meeting be adjourned at 8:05 pm.
   MOVER: Sara  SECONDER: Nicolas  RESULT: All in favor.

J. Notices
1. Notice of Next Meeting
   a. Date: January 17th, 2018
   b. Time: 5:30 pm
   c. Location: Michael KingsMill Forum, AMS Nest
      Food: Italian food will be served.

2. Notice of Unseatings
   Balsher Sidhu to be unseated as Councillor and Grad Council Representative.
   Bradley Balaton to be unseated as Councillor and AMS Council Representative.
   Madison Bolger-Munro to be unseated as Departmental Representative for Microbiology and Immunology.
   Madison Bolger-Munro to be unseated as a Councillor from the Governance & Accountability.
   Megan Russell to be unseated as Departmental Representative for Earth, Ocean and Atmospheric Sciences.
   Nicole So to be unseated as Departmental Representative for the School of Public Policy and Global Affairs.
   Peter Musser to be unseated as Departmental Representative for the School of Library, Archival, and Information Studies.
   Peter Musser to be unseated as a Councillor from the Governance & Accountability Committee.
   Tebby Lee to be unseated as Ordinary Member from Governance and Accountability 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
         •
      iii. Executive Oversight Committee
         •
      iv. Governance & Accountability Committee
         The committee has been focusing on the goal setting process. As of December 6th, the following committees have submitted goals for initial review: Services, CPC, Elections, EOC, HF, FEOO. The AMS Caucus, Grad Council and AcEx have not yet submitted goals, however they have been responsive and are well on their way to do so. We have not received any response from the HR committee. We have been unable to locate any member of the Health & Dental Plan Caucus.
   v. House Finance Committee
   •
   vi. Code & Policy Committee
   CPC has drafted motions to address policy amendments previously discussed in the committee: to amend the policy for committee composition to address declining membership, to append the HR manual to the Policy Manual, and to propose a bylaw amendment at the next AGM to clarify the limits of the president's ability to cancel Council meetings. We have also provided feedback to AcEx on changes to the Graduate Emergency Fund (Policy 15) and to Graduate Council Caucus on an amendment of Policy 6.3. We discussed clarifying policy on temporary chairships and the chair honorarium, in consultation with G&A, and worked on our SMART goals for the 2018–2019 year. We have identified possible concerns with information security policy within the GSS, and will investigate more fully in order to address these concerns in the new year. Finally, we have obtained a copy of the policy manual in Word Document form, and begun fixing formatting problems with this document in preparation for updating the manual.
   vii. Human Resources Committee
   •
   viii. AMS Council

Discussion
ix. Elections Committee
As one of our SMART goals, Elections Committee has decided to start an investigation through in-person survey to understand the reason of low voter turnout. The investigation will start in January until February 2019 until we obtain more than 200 responses.

In anticipation of the upcoming GSS Society Elections, Ben, our communications director has kickstarted the process of campaigning to encourage grad students to nominate themselves to be the new executives of GSS. The Elections Committee will come up with some messaging, which highlights the important roles of GSS in graduate student lives.

b. Strategic Theme 2: Graduate Student Community
   i. VP Students
   •

   ii. Services Committee
   •

c. Strategic Theme 1: Graduate Student Academics
   i. VP University & Academic Affairs
   •

   ii. VP External Relations
   •

   iii. Academic & External Affairs Committee
   •

iv. Graduate Council
   November 15 2018 Council Meeting
   § Funding: $6 million of provincial funding was recently received by UBC for BC Graduate Scholarships, most of the funding is going towards STEM and increasing indigenous graduate scholarships, specific conversations on how it will be disseminated within Faculties is expected to happen in January
   § Decision to abolish the International Doctoral Fellowship and move funding into increasing 4-Year Fellowships was approved by the Graduate Council in attempts to increase funding flexibility within departments, changes are not expected to be implemented until the next year and will not affect current IDF recipients
   § UBC’s Integrated Renewal Program for a unified system implementation was presented, more information available here: https://integrated-renewal.ubc.ca/
   § GSS Student Satisfaction Survey results were presented, overall received positive feedback from the Faculty in terms of helping the direction of future Graduate
Council discussions, a task force will be headed by Dr. Abigail Murphy on evaluation of supervisory excellence at UBC starting March/April of next year. Callouts for a graduate student representative on this committee will be going out in early 2019.

v. Senate

vi. Board of Governors

The most recent Board of Governors meeting was held on December 4th. All items on the docket can be found on the Board website, and we have written a brief summary of student-related issues here.