



## ATTENDANCE

**Present:** Katelynn Hubening, Aditi Adhikari, Ali, Amin Allahverdian, Anjana, Anna Bakchedjian, Brendan Chia, Bhoomika Sharma, Cesar Landin, Daemon Cline, Akshara Gera, Emily Tang, Connor Long, Hayley Lawrence, Gautam, Jared Connoy, Jaxon, Jess Tran, Jalisa Karim, Khushi Khandelwal, Mahfida Tahniat, Teffera, Nishta Gupta, Peter, Parker Lund, Ryan, Sam Carter, Viktorija Juciute, Woo Kim.

**Regrets:**

**Absent:**

**Quorum:** 16 Councillors

## CALL TO ORDER AND ADOPTION OF THE AGENDA

### CALL TO ORDER

The meeting will be called to order at 5:33 pm.

### AGENDA ADOPTION

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

**Mover:** Aditi

**Seconded:** Daemon

**Result:** Carried

### TERRITORIAL ACKNOWLEDGEMENT

**President:** I know that we're all calling in from different parts of maybe BC even, but I am currently on UBC campus, so I acknowledge and that we are currently studying at UBC, which is currently on the traditional and unseated territories of the quote swap Coast Salish people, including the Musqueam Squamish and the state which nations.

## INTRODUCTIONS

Introductions.

## APPROVAL OF CONSENT AGENDA

### APPROVAL OF CONSENT AGENDA

**BIRT** the following Agenda items be approved as presented as part of a Consent Agenda:

- 1.2 GSS Council Minutes
- 1.3 Committee Minutes
- 1.4 Seatings of New Councillors

**Mover:** Viktorija

**Seconded:** Parker

**Result:** Carried



## GSS COUNCIL MINUTES

BIRT the following GSS Council minutes be approved:

[June 19<sup>th</sup>, 2025](#)

## COMMITTEE MINUTES

BIRT the following GSS Committee minutes be approved:

|                                   |                                            |                                        |                             |
|-----------------------------------|--------------------------------------------|----------------------------------------|-----------------------------|
| All-Chairs Committee              | June 4, 2025                               | Governance & Accountability Committee: | June 9, 2025; June 26, 2025 |
| Academic & External Committee:    | June 23, 2025; July 10, 2025               | House-Finance Committee:               |                             |
| Code & Policy Committee:          | April 14, 2025                             | Human Resources Committee:             | June 16, 2025               |
| Engagement & Elections Committee: | June 5, 2025 ; June 19 2025; June 20, 2025 | AMS Caucus:                            | June 15, 2025               |
| Executive Committee:              | June 10, 2025                              | Graduate Council:                      |                             |
| Executive Oversight Committee     | June 20, 2025                              | Health and Dental Plan Caucus:         |                             |

## NEW COUNCILLORS

BIRT the following Seating of new Councillors be approved:

| Name          | Department       |
|---------------|------------------|
| Gautam Luhana | Computer Science |

## SEATINGS

### EXTERNAL REPRESENTATIVES SEATINGS

*All GSS Councillors shall endeavor to sit on at least one committee as per Policy 6.2.2.*

[Committee descriptions and meeting times can be found here.](#)

BIRT the seating of the following external representatives be approved:

| Committee/Caucus              | Nominee | Position       | Vacancies |
|-------------------------------|---------|----------------|-----------|
| AMS Caucus                    |         | Representative | 1         |
|                               |         | Member         | 1         |
| Graduate Council              |         | Representative | 0         |
| Health and Dental Plan Caucus |         | Representative | 0         |



**Mover:** Jaxon

**Second:** Hayley

**Result:** Carried

## COMMITTEE SEATINGS

*All GSS Councillors shall endeavor to sit on at least one committee as per Policy 6.2.2.*

*[Committee descriptions and meeting times can be found here.](#)*

**BIRT** the following Committee seatings be approved:

| Committee/Caucus            | Nominee     | Position        | Vacancies |
|-----------------------------|-------------|-----------------|-----------|
| Academic & External         |             | Councillor      | 0         |
|                             |             | Ordinary Member | 0         |
| Code & Policy               |             | Councillor      | 1         |
|                             |             | Ordinary Member | 2         |
| Engagement & Elections      |             | Councillor      | 5         |
|                             | Kota Abe    | Ordinary Member | 2         |
|                             | Carl Yan    |                 |           |
| Executive Oversight         |             | Councillor      | 4         |
|                             |             | Ordinary Member | 3         |
| Governance & Accountability |             | Councillor      | 3         |
|                             |             | Ordinary Member | 2         |
| House Finance               |             | Councillor      | 0         |
|                             |             | Ordinary Member | 0         |
| Human Resources             |             | Councillor      | 2         |
|                             | Rowshon Ara | Ordinary Member | 2         |

**Mover:** Anjana

**Second:** Katelynn

**Result:** Carried

## Discussion

**Hayley:** So my name is Hayley I'm chair of the governance and accountability committee. Tim was the previous chair, and he stepped down, and so we have vacancies on our committee, so I'm advocating for G&A. We need ordinary members as well as councillors. We're a pretty active committee. We meet twice



a month, and we are usually doing quite a lot of work on the SMART goals and check ins with chairs so everyone is able to contribute on our committee. So I hope that someone would like to put themselves forward, because we're down to five members now. Thank you.

## 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 July 2026:

| Name of Affiliate Organization                                    | Representative  |
|-------------------------------------------------------------------|-----------------|
| The Association of Population and Public Health Students (TAPPHS) | Mahder Teffera  |
| Bangladeshi Grad Alliance UBC (BGA-UBC)                           | Mahamudul Hasan |
| Volentia Healthcare Translation                                   | Lynda Li        |
|                                                                   |                 |

**MOVER:** VP Students

**SECONDER:** Jess

**RESULT:** Carried

## ○ MATTERS FOR DECISION

### FINANCIAL OFFICER APPOINTMENT

**Responsible:** Emily Tang, GSS President

**Description:** Regular election and appointment of the Financial Officer by Council

**Objective:** Hold election and appoint the Financial Officer

**WHEREAS** the position of Financial Officer has been advertised, and

**WHEREAS** Council has reviewed the statements and heard from all candidate(s) for the FO position,

**BIRT** GSS Council elects Cesar Landin to the position of Financial Officer, to take office on September 1<sup>st</sup>, 2025



**Mover:** Aditi

**Seconder:** Parker

**Result:** Carried

## Results:

| Name         | Votes |
|--------------|-------|
| Cesar Landin |       |

## Discussion

**Emily:** So we've basically advertised the FO position on Instagram and on our socials, and originally we had two applications. However, the other candidate decided to withdraw the applications today. So Cesar is the current candidate, and he is our current FO so he would actually make things a lot easier in terms of transition

## MATTERS FOR DISCUSSION

### SMART GOALS MIDTERM REPORT

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**Responsible:** Governance & Accountability Committee

**Time:** 20 minutes

**Description:** SMART Goals Midterm Report

**Objective:** Discuss

**Relevant materials:** [PPT](#)

## Discussion

**Jess:** Thank you for this presentation. I thought this was really cool, and I really liked that it was split up between the committees. Thank you for your work. I was wondering if there is somewhere else where we can find more information for each of the SMART goals, like, how did you determine something was 50% complete versus 100% complete, or for the goals that were complete, are there more details about



that somewhere that's a little more transparent, or that we can refer back to? I just thought this work was cool and would love to know where we can find more information about it.

**Hayley:** Okay, thanks. So I'll tell you a little bit about how we do it within the committee first. So what we normally do is we send a form out to the committees that's the SMART goal forms, and then the committees will decide among themselves what the SMART goals are going to be for that year, so they actually keep a record of their progress on those goals, and then when we do the check in with the chairs, then they give us the feedback as to where they are with the goals. I don't think anything actually comes to council until it's ready to be discussed. So for example, I think after my presentations today, one of the committees is going to be discussing the GSS policy Quick Guide, for example, and that was one of their SMART goals that they've worked on for the year. And if I'm correct, and the committee can correct me if I'm wrong, but I believe what will happen is that once it's completed, it's going to be available on the GSS website. Is that correct? I think it's code and policy. Is it? So someone can correct me if I'm wrong about that.

**Daemon:** So yes, all of those materials that were mentioned in our Smart Goals, we'll make them available. Not quite sure where, but GSS website seems like a good spot.

**Parker:** I just on your comment about like, committees that have regular duties that they do and then needing to add additional SMART goals on top of that, I feel like I agree with like, what I think was kind of your vibe was that it's totally reasonable for a committee that already has a lot of like regular tasks that they do for the GSS, for that to be their like primary focus that feels sufficient for smart goals to be.

**Emily:** I totally agree with what Parker said and what you have mentioned, and I think it's still important to have, like, the SMART goals, in my opinion, just because it's like, it's good for documentation, and then it's also good for like, a checkup and, like an accountability. So it's just like, just to let the rest of the counselors and the rest of GSS know about the progress, but if they don't necessarily have the capacity to do extra, then what's laid out in the current bylaws. And I think it's perfectly fine.

**Daemon:** I agree with Emily's sentiment that you know, a lot of times the function of the committee is what gets people excited and into that committee and participating. But personally, my experience from code and policy is that these smart goals are also a little bit of like a tangible, a little bit more tangible, and when we're working on them, I think I see a lot of excitement from my committee members. Now, if your committee is overloaded, as is, of course, that's not going to be the case, but that's just my experience.

## G&A SMART GOAL 1

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**Responsible:** Governance & Accountability Committee

**Time:** 20 minutes

**Description:** G&A SMART Goal 1

**Objective:** Discuss



**Relevant materials:** [PPT](#)

## GSS POLICY QUICK GUIDE

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**Responsible:** Code & Policy Committee

**Time:** 10 minutes

**Description:** The Code and Policy Committee is seeking feedback on a draft version of the GSS Policy Quick Guide. The Guide is intended to serve as a cheat sheet to GSS Policies so that Council members can quickly locate the Policies that they need.

**Objective:** Discuss the draft GSS Policy Quick Guide

**Relevant materials:** [Draft](#)

### Discussion

**Katelynn:** Is the intention just for people within the society, like counselors and execs, field references, or do we also want this out to general members? And if so, would you feel comfortable if we were to ask for feedback from general population members we know would be interested in this?

**Daemon:** Yeah, so that's a good point. Thank you. And I think there is absolutely no reason why this resource shouldn't be available to everybody in society, and considering that most of our general members don't really get the opportunity or hear about interacting with the policy much, that's probably a really good piece of feedback. So I would say that we're like, this is an open link, so we're pretty happy to share it, but CPC can make sure that it's distributed a bit more widely. Yeah. So point taken. Thank you.

**Jess:** it would be great if this could be available on the GSS website. I remember when I just became a counselor, I was trying to look up the policies, and I had no idea where to go, except for like Google searching random links. So this would be so great. Thank you for your work.

## EX-OFFICIO AND EXECUTIVE COMMITTEE MEMBERSHIP

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**Responsible:** Katelynn Hubenig, Daemon Cline

**Time:** 15 minutes

**Description:** Our bylaws state different levels of responsibility for Executives and other ex officio members attending GSS committees. For example, Bylaw 8.5.2 d vi states that the President is an ex officio of every committee, but this doesn't mean that they are responsible to attend those meetings. Conversely, the Bylaws explicitly state that the VP UAA and VP External are "responsible" for AcEx. We should discuss whether these responsibilities should fall to Executive Officers, and whether ex officio



membership fulfills them. As a reminder, ex officio members need not attend regular Committee meetings, but have voting privileges and affect quorum.

**Objective:** Discuss how ex officio membership of committees

**Relevant materials:** [Bylaws](#) , [GSS Committee and Caucus Policy](#)

## Discussion

**Daemon:** So we're kind of opening this up for discussion as to, you know, are all the ex officio members, like executives, that are ex officio members of committees? Should we expect them to show up to committee meetings? Is it important that they, and I don't know what other people's experiences are with interacting with executives on their committees. So I wanted to kind of have that discussion, have, like, an open discussion now where we're all present and we all have the opportunity for input. Yeah.

**Katelynn:** I think something I also want to make clear as the intention with this. And the next matter for discussion is that Damon and I want to bring something to Council so we can inform, potentially, a policy that we might bring in future Council meetings. And we want to make sure that we give due diligence and time to discussion, to make sure that policy is well informed. It's what counselors are wanting. And that way, then when it comes time to looking at a policy, we can have a better discussion. I believe also, it'd be really beneficial to maybe think about what responsibility for committee means. As I know, ACEX was not running until I became a chair last summer-ish, year-ish, and what is the responsibility of an executive to take over the role of a chair, etc., in a time where there isn't a chair. I think these nuances are really important, because my committee effectively disintegrated and had to be rebuilt because there was that gap.

**Speaker:** Thank you for that. Now we can open up the floor if anyone would like to contribute, and I should also, just as, like, a historical thing. This is something that's been brought up even when I was chair a while back. It was, I think, the discussion at that time was more that it was like it should. It's the same question that was posted then by Damon. It's like, how? Should these members always be present? Should they actively send regrets? Or can you just have a blanket statement of regrets for the entire time? I think there's a lot of discussion there, but it never really came to fruition. But that's just a bit of a historical thing that's been there for a while. Go ahead, Parker.

**Parker:** I really enjoy having the execs there when they are able to, because they provide a lot of context, often on questions we have, especially as we're going through our Terms of Reference and stuff. However, I know they have a million other meetings. I would hate to say it's mandatory for them to attend all of the many meetings they might be invited to. I also know right now we've been debating in our current Terms of Reference the number of ex officio members, which extends beyond GSS executives—there's a bunch of others—and I think it would be crazy to try to wrangle all of these people into making sure they're engaged. So I also definitely don't feel like they should be mandatory attendees, or affect quorum, as Daemon said, and I don't know what that looks like in terms of changing the policy. However, that's such a good point that somebody does need to make sure the committees don't completely fall apart in the absence of a chair, and that does feel like an executive responsibility.





**Katelynn:** I deputizing chairs is a great idea. I believe we have to remember, as we have this discussion, that it's not always simply that I know I'm going to step down from chair. I know I think an ax is history. People have had to leave due to personal matters. I believe first was the chair of ACES, and then became president. And I don't think anyone wanted to be deputized as chair after that. And so there are circumstances where it's great to have deputizing, but it's just maybe not possible with how people's lives happen. We are grad students. We are people with complex lives.

**Jess:** I've been a part of other committees where, to me, there's usually an executive member who in some sort of way has one committee that is under their portfolio, and while they might not chair it, if something was to go horribly wrong, then they are responsible for that oversight, or just to ensure that the work is done and done well within the interest of the best commitments of the society. I also kind of see it as like a like a like to deputize it deputize the role of a chair to an ordinary member. Like that seems to me like a labor imbalance, because executives are paid to be very responsive to a high level of responsibilities. I would love to hear. Hear from other exec members that we haven't heard from yet. If that is a possibility for you, you see that as a possibility for an exec to be sort of responsible for one committee, should something were to happen, or, you know, like if the chair is gone and they can step in and or be responsible for finding a new chair.

**Cesar:** So responding to what Jess was saying, if you like, at least for me as a Financial Officer, it has been very natural to just step in whenever he can make a meeting, and she tells me, and then it's very natural for me to chair the meeting, because I'm dealing directly with those issues, but that's already the bylaws. So I don't know how it would be for the other execs if there's like specific committees that relate directly to their activities and goals, and then maybe they could have a similar relationship to them, but I do know they also have other responsibilities that might make it hard to attend every meeting.

**Jess:** I think that it would be a good idea to maybe lay out what each executive might be responsible for in terms of the committee in a case that a chair would not be able to go. So I think kind of relating to what Cesar said is if we could have potentially, maybe divided amongst ourselves. I don't know if there's a bylaw specifically on who would take on what role, but if we could amongst ourselves decide on what committees that we would be able to keep in touch with, because I know there are some that we have very little communication with, but if we could potentially build a relationship between one exec and a chair and kind of just check in. I don't know term, every term or something like that, that in the case if someone is unable to attend, or in the case of someone has to suddenly leave, they would there would be someone that would have. Little bit of background knowledge into potentially taking over for that short term or finding a replacement in that time.

## ALLOCATING SOCIETY FUNDS AND FINANCIAL CONFLICTS OF INTEREST

**Responsible:** Katelynn Hubenig, Daemon Cline



**Time:** 20 minutes

**Description:** Previous norms around spending society funds have come to light in recent Council meetings. Councilors are legally responsible for the spending decisions that they vote on; it is therefore imperative that spending decisions requiring Council approval are given time for due diligence checks. Some discussion around how Society funds are allocated will help to ensure that we are adhering to best legal practices and alleviate any concerns that Council members may have.

**Objective:** Discuss and redefine norms and expectations around spending and accountability.

Motion to move discussion in-camera

**MOVER:** Katelynn      **SECONDER :** Hayley      **RESULT:** Carried

[Discussion continues in-camera]

Motion to continue discussion in-camera.

**MOVER:** Jess      **SECONDER:** Daemon      **RESULT:** All Opposed

[Discussion moves out of camera].

## SWAG ASK OF COUNCILLORS

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**Responsible:** Katelynn Hubenig and Jess Tran

**Time:** 5 minutes

**Description:** The AcEx-CUPE 2278 subcommittee, SWAG, is looking to put together some information to give out at GradStart at the end of August. It would look like an FAQ to starting life at UBC. We want to know from Councillors questions they've had (perhaps have answers to now), or questions they still have about CUPE 2278, the GSS, or starting at UBC.

**Objective:** To present a feedback Padlet for Councillors to fill out over the next couple of weeks and circulate to their peers (link: [https://padlet.com/katelynnamelia/gss\\_swag\\_zine](https://padlet.com/katelynnamelia/gss_swag_zine) )

## Discussion

**Jess:** I don't know if this is appropriate, but please fill it out anyway. One of the intentions behind this is to democratize graduate student involvement in whether new grad students would want to come to the GSS for that, or if they want to come to QP 278 for that. But as you know, there are a lot of budget cuts going around our institution. There are a lot of changes for pragmatic fiscal purposes, I suppose, but they're all contributing to making it harder for grad students to finance themselves in Vancouver and to invisibilize grad student labor. And so if we can help grad students with a head start, knowing that



these are both organizations they can come to, have a representative at, and have decisions be made for them—that's one of the big goals for this.

So please write something that you would encourage someone to do, so that they can also feel more agentic in being involved in changing the way things are.

## MATTERS TO NOTE

Time reserved for questions regarding updates below.

### EXECUTIVES

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#### President:

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- Meeting with AMS social July 21st
- Attended HR meetings for accountant hiring process
- Approved Reimbursements
- Meeting with Vancity Thursday July 10th at 11am
- Various emails and correspondences with C+CP, AMS, Studentcare, etc.

#### Financial Officer

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- June 17 - Discussed alternatives for investment subcommittee
- **June 18 - Monthly credit card payments and transfers**
- **June 18 - Weekly meeting with Office Manager**
- **June 26 - Interviewed and selected accountant**
- **July 1 - Monthly expense report approvals**
- **July 7 - Exec meeting**
- **July 8 - Reimbursement of EPD funds**
- **July 8 - Hosted biweekly HF meeting and presented P&L statements**
- **July 9 - Attended All Chairs meeting**
- **July 14 - Biweekly AP approvals, payroll review and credit card payments**
- **July 12 - Reached out to commercial rent appraisals for ballroom lease**
- **July 14 - Weekly BMI meeting to review pending items**
- **July 15 - Met with Accountant and Office Manager to prepare transition**
- **July 15 - Updated signing authority with Vancity**
- **July 16 - Attended audit report with bookkeeping and accounting service**

#### VP University & Academic Affairs

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- **Peer Advocacy Chat with AcEx Chair – June 27**
- **Meeting with Survey Coordinator – June 25**
- **House Finance Committee Meeting – June 24**
- **AcEx Meeting – June 23**



- **Academic Integrity Advisory Committee – June 23**
- **Meeting with GSA of University of Calgary – June 18**
- **Meeting with General Manager – June 11**
- **GCC Meeting – June 30**
- **Considering Available Grants with Academic Policy Assistant – July 6**
- **Execs Meeting – July 7**
- **All Chairs Meeting – July 9**
- **Meeting with Policy Assistant about Available Grants – July 9**
- **AcEx Meeting – July 10**
- **Performance Review Meetings with Work Learn Students – July 10–20**
- **Updated Signing Authority with Vancity – July 15**

## VP External Relations

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- (None submitted)

## VP Students

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- Meetings with G+PS for orientation season (GradStart Planning) - Weekly
- **Hosted “Living in Vancouver” Webinar - June 16th**
- **Updated and reactivating Discord for AO communication**
- **Meeting with Anna and Frances (Swag planning) - June 10th**
- **Communicating with alumni centre for networking event (Aug. 20th)**
- **Meeting with Alumni Centre – July 2**
- **Meeting with GPS coordinator for GradStart presentation – July 4th**
- **Events team meeting for Aug. Events – June 27, July 8**
- **AO event approvals and reimbursements**
- **Drafted and sent July AO newsletter**

## COMMITTEES

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### Academic & External Committee

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- AcEx has been working towards supporting the GSS SSS results from the 2024-2025 survey, and the creation of the GSS SSS for 2025-2026, and brainstorming committee initiatives and SMART Goals for the coming year.

### Code & Policy Committee

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- Editing the following approved Policy revisions: HR Manual, Elections, and Privacy.

Draft GSS Policy Quick Guide finished (CPC SMART Goal #1)



Seeking suggestions from the Elections Committee Panel on changes to the Elections Policy

Began work on CPC SMART Goal #3: New Councillor Policy Workshop

## Engagement & Elections Committee

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- Conducted the first event of the session and it was quite successful.  
Added 2 new members to E&E Committee.  
Scheduled the meetings for July event and the event's preparations are in progress.  
Finalized the SMART Goals for the committee.

## Executive Oversight Committee

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- EOC smart goals are complete. Chair will reach out to executives to discuss individual SMART goals through JULY when convenient.

## Governance & Accountability Committee

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- Check in with committee Chairs to discuss SMART goals, any changes within the committees and transition arrangements for new Chairs.

Compiled the mid-year progress report for the 2024-25 committee SMART goals

Compiled report for the G&A Committee SMART goal no.1

Meet with committee chairs to discuss current document organization practices, particularly during chair transitions.

Integrate EDI values into committee operations: Based on recent EDI workshops, work to establish values into committee activity, i.e. SMART goals with EDI focus. Following the EDI workshop for all Chairs in December 2014, in May 2025 there was an EDI workshop open to all GSS members and graduate students.

## House Finance Committee

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- (None submitted)

## Human Resources

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- **1. Hiring update for the External Policy Assistant position**
- 2. Updates on WL W25 proposals**
- 3. Finance team restructuring: Following the council motion, the GM has formed a committee to discuss the Finance team restructuring matter.**
- 4. Updating the HR Terms of Reference is complete**

## AMS Caucus

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- **1. Look into the agenda for other councils and advocate the same if required.**
- 2. Maintain an excel sheet of the agendas in other councils.**
- 3. Attended 2 AMS meetings.**
- 4. Procedural Fairness Training by Shirley Nakata- For AMS executives and EPA members.**
- 5. Discussion on UBC Skytrain advocacy and University Endowment Lands for Housing**

## Graduate Council Caucus

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- Strengthening our relationship with G+PS
- Meeting with AcEx
- GSS + AMS FSI Discussions

## NOTICES

### NOTICE OF NEXT MEETING

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**Date:** August 21<sup>st</sup> 2025 at 5:30 PM

**Location:** MS Teams (online)

### O ADJOURNMENT

**BIRT** there being no further business the meeting be adjourned at 7:48 pm.

**Mover:** Cesar

**Second:** Parker

**Result:** Carried



## NOTICE OF UNSEATINGS

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Grace Gletsu to be unseated as councillor of Human Resources Committee