



SUO

Students' Union

UBC Okanagan

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BOARD MEETING AGENDA

Students' Union UBC Okanagan, Local 12 British Columbia Federation of Students

Board of Directors Meeting, June 18 at 1 pm, 2024, Zoom

Directors Present

President (meeting chair)	Danial Asif
Vice President Finance and Administration	Aryan Arora
Vice-President External	Abby Newman
Vice-President Internal	Rajat Arora
Vice-President Campus Life	Saaim Imran
Director-at-Large	Mariam Al Barazi
Director-at-Large	Sheela Mbogo
Director-at-Large	Aliasgar Sakarwala
Director-at-Large	Ananya Bhattacharya
Faculty of Science Representative	Veeru Seethanaboyina
Faculty of Applied Science Representative	Sahar Sowdagar
Faculty of Education Representative	Elnaz Zamanzade
Faculty of Arts and Social Sciences Representative	Olivia Lai
Faculty of Management Representative	Riko Otsuka
Faculty of Creative & Critical Studies Representative	Amy Wang
College of Graduate Studies Representative	Mhamoda Moli
Faculty of Health & Social Development Representative	Vacant
Board of Governors Representative (ex-officio)	Vacant
Student Senate Caucus Representative (ex-officio)	Vacant

Directors Absent

Staff Present

General Manager	Jason Evans
Governance Coordinator	Cecily Qiu
Well Pub Manager	Michael Ouellet
Finance Manager	Leanne Smailes
Membership Outreach Coordinator	Izzy Rusch
Communications & Marketing Manager	Becca Evans
Student Advocate	Rachel Fortin
Food Security & Nutrition Manager	Stephanie Patterson

1. CALL TO ORDER

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/06/18.01

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Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

24/06/18.02

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Be it resolved that the minutes of the meeting held on May 3rd, 2024 be adopted.

24/06/18.03

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Be it resolved that the minutes of the meeting held on May 22nd, 2024 be adopted.

4. NEW BUSINESS

4.1 Appointment of Faculty of Health & Social Development Representative (Special Resolution)

24/06/18.04

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Be it resolved that _____ be appointed as the Faculty of Health & Social Development Representative, effective immediately.

4.2 Appointment of One Director to the Oversight Committee

24/06/18.05

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Be it resolved that _____ be appointed to the Oversight Committee.

4.3 Appointment of One Director to the Finance Committee

24/06/18.06

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Be it resolved that _____ be appointed to the Finance Committee.

4.4 Budget Draft Presentation and Review

5. COMMITTEE BUSINESS

5.1 Executive Committee

24/06/18.07

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Be it resolved that the minutes of the meeting held on May 14th, 2024 be adopted.

24/06/18.08

/

Be it resolved that the minutes of the meeting held on May 29th, 2024 be adopted.

5.2 Finance Committee

24/06/18.10

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Be it resolved that the minutes of the meeting held on May 28th, 2024 be adopted.

5.3 Policy Committee

24/06/18.11

Be it resolved that Aashish Tiwari, Saniya Prabhu and Shreyas Kundra be appointed to the Policy Committee as Student(s) at Large.

24/06/18.12

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Be it resolved that the minutes of the meeting held on May 28th, 2024 be adopted.

24/06/18.13

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Be it resolved that VP-Internal and the Governance Coordinator be given the power to update the incorrect references in the Regulations.

24/06/18.14 (Special Resolution)

/

Be it resolved that [Regulation VIII:52]

Quorum for a Course Union AGM shall be 25 members or 5% of Course Union membership, whichever is less.

be amended by replacing the number "5%" with the number "10%", and adding the words "with at least two (2) Executive Members and two (2) general Course Union members present at the AGM "after the words "whichever is less", so [Regulation VIII:52] then reads:

Quorum for a Course Union AGM shall be 25 members or **10%** of Course Union membership, whichever is less, **with at least two (2) Executive Members and two (2) general Course Union members present at the AGM.**

* Please note that this motion was tabled at the board meeting on April 24, 2024.

24/06/18.15 (Special Resolution)

/

Be it resolved that [Regulation I:6]

6 The Board of Directors may establish Ad Hoc Committees by Resolution in accordance with Bylaw XVII (17) and with this Regulation. A motion to establish and/or dissolve an Ad Hoc Committee must satisfy this Regulation. Though other Ad Hoc Committees may be established by the Board on an as-needed basis, the following Ad Hoc Committees must be established and dissolved by the Board in the timeframes specified in this Regulation:

- a. Student Association Funding and Club Oversight Committee;
- b. Electoral Committee; and
- c. Media Fund Committee.

be amended by adding point d. Disciplinary Committee. So [Regulation I:6] then reads:

6 The Board of Directors may establish Ad Hoc Committees by Resolution in accordance with Bylaw XVII (17) and with this Regulation. A motion to establish and/or dissolve an Ad Hoc Committee must satisfy this Regulation. Though other Ad Hoc Committees may be established by the Board on an as-needed basis, the following Ad Hoc Committees must be established and dissolved by the Board in the timeframes specified in this Regulation:

- a. Student Association Funding and Club Oversight Committee;
- b. Electoral Committee;
- c. Media Fund Committee; and
- d. Disciplinary Committee.**

24/06/18.16 (Special Resolution)

/

Be it resolved that a new section named Disciplinary Committee be added after [Regulation I:108], which reads as follows:

Disciplinary Committee

109 The mandate of the Committee is to investigate the allegations against directors and make recommendations to the board on the disciplinary measures in accordance with [Bylaw XI].

110 The Disciplinary Committee shall be comprised of five (5) directors as follows:

- a. President (Chair of the Committee);
- b. Vice-President Internal;
- c. chairperson of Oversight Committee;
- d. two (2) additional Directors to be appointed by the Board of Directors; and
- e. General Manager (advisory with voting rights)

If there is an open investigation concerning one (1) of these members, it should be filled by Special Resolution of the Board.

111 The Committee shall meet on an as-needed basis.

112 The Committee shall have additional power and duty to hold part or all of a meeting in camera as necessary.

24/06/18.17 (Special Resolution)

/

Be it resolved that [Bylaw IV:4]

If a petition bearing the signatures of at least five (5) percent of the Members of the Students' Union in support of having one (1) or more Special Resolutions or Ordinary Resolutions considered at an Annual General Meeting is delivered to the President of the Students' Union at least seven (7) days in advance of the date of the Annual General Meeting, the Special Resolution or Ordinary Resolution shall be added to the agenda.

be amended by striking the words "in advance of the date of the Annual General Meeting" and inserting the following words "before notice of the annual general meeting is sent" after the words "at least seven (7) days", so [Bylaw IV:4] then reads:

If a petition bearing the signatures of at least five (5) percent of the Members of the Students' Union in support of having one (1) or more Special Resolutions or Ordinary Resolutions considered at an Annual General Meeting is delivered to the President of the Students' Union at least seven (7) days **before notice of the annual general meeting is sent**, the Special Resolution or Ordinary Resolution shall be added to the agenda.

* Please note that this motion was tabled at the board meeting on April 24, 2024.

* Please note that if this motion is adopted by the board, it will be presented at the AGM for adoption by the membership.

Motivation from Qiu: The SUO Bylaw and BC Societies Act require that the notice of AGM including the text of special resolution should be sent 14 days prior to the AGM. However, the policy above allows students to add their special resolution(s) to the agenda 7 days prior to the AGM through petition. If we follow this policy, we would violate our Bylaw and BC Societies Act in terms of the AGM notice distribution.

24/06/18.18 (Special Resolution)

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Be it resolved that [Bylaw VIII:2]

2 In addition to their duties as Directors under the Societies Act and these Bylaws, the Directors-at-Large shall:

- a. provide the Board with the perspective of students of the University as a whole including the views of marginalized groups on campus; and
- b. serve on at least one (1) committee of the Board; and
- c. attend and assist with Students' Union events and engagement activities.

be amended by adding Point d "submit a written report at the end of each term to the Board of Directors summarizing their interactions with students", so [Bylaw VIII:2] then reads:

2 In addition to their duties as Directors under the Societies Act and these Bylaws, the Directors-at-Large shall:

- a. provide the Board with the perspective of students of the University as a whole including the views of marginalized groups on campus;
- b. serve on at least one (1) committee of the Board;
- c. attend and assist with Students' Union events and engagement activities; and
- d. submit a written report at the end of each term to the Board of Directors summarizing their interactions with students.

* Please note that if this motion is adopted by the board, it will be presented at the AGM for adoption by the membership.

5.4 Campus Life Committee

24/06/18.19

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Be it resolved that Tanin Zeraati, Sheza Shahzad, Jasmine Abadi, Georgia Goerz be appointed to the Campus Life Committee as Students at Large.

24/06/18.20

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Be it resolved that Riko Otsuka be appointed to the Campus Life Committee.

24/06/18.21

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Be it resolved that the minutes of the meeting held on May 15th, 2024 be adopted.

5.5 Campaigns Committee

24/06/18.22

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Be it resolved that Norimasa Musashi, Fatima Canales and Harsh Patel be appointed to the Campaigns Committee as Students at Large

24/06/18.23

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Be it resolved that the minutes of the meeting held on May 14th, 2024 be adopted.

24/06/18.24

/

Be it resolved that Rajat Arora and Mariam Al Barazi be appointed to the Campaigns committee.

5.6 Graduate Student Committee

24/06/18.25

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Be it resolved that the following students be appointed to the Graduate Student Committee as Students at Large.

Continuing SAL: Dina Khrabsheh; Nibirh Jawad; Fatima Canales; Satabdi Das; Yazdanmehr Gordanpour; Hammad Ahmad; Omang Baheti.

New SAL: Ghulam Hussain; Rohit Dandamudi.

24/06/18.26

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Be it resolved that the minutes of the meeting held on May 29th, 2024 be adopted.

5.7 Oversight Committee

24/06/18.27

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Be it resolved that Naden Qually be appointed to the Oversight Committee.

24/06/18.28

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Be it resolved that the minutes of the meeting held on May 28th, 2024 be adopted.

24/06/18.29

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Be it resolved that the minutes of the meeting held on June 17, 2024 be adopted.

24/06/18.30

/

Be it resolved that the May Executive Reports be adopted as attached.

6. REPORT ON UNIVERSITY RELATIONS

6.1 Senate

6.2 Board of Governors

6.3 Other University Committees

7. ADJOURNMENT



BOARD MEETING MINUTES

Students' Union UBC Okanagan, Local 12 British Columbia Federation of Students
Board of Directors Meeting, May 3 at 1 pm 2024, UNC 105

Directors Present

President (meeting chair)
Vice President Finance and Administration
Vice-President External
Vice-President Internal
Vice-President Campus Life
Director-at-Large
Director-at-Large
Director-at-Large
Faculty of Health & Social Development Representative
Faculty of Science Representative
Faculty of Applied Science Representative
Faculty of Education Representative
Faculty of Arts and Social Sciences Representative

Danial Asif
Aryan Arora
Abby Newman
Rajat Arora
Saa'im Imran
Mariam Al Barazi
Sheela Mbogo
Aliasgar Sakarwala
Dina Yaghi
Veeru Seethanaboyina (zoom)
Sahar Sowdagar (zoom)
Elnaz Zamanzade
Olivia Lai

Directors Absent

Faculty of Management Representative
Faculty of Creative & Critical Studies Representative
Director-at-Large
College of Graduate Studies Representative
Board of Governors Representative (ex-officio)
Student Senate Caucus Representative (ex-officio)

Riko Otsuka
Amy Wang
Ananya Bhattacharya
Vacant
Vacant
Salman Hafeez (Saami)

Staff Present

General Manager
Governance Coordinator
Well Pub Manager

Jason Evans
Cecily Qiu
Michael Ouellet

Guests

BCFS
BCFS

Michael Gauld
Jessie Niikoi

1. CALL TO ORDER

Asif called the meeting to order at 1:06 p.m. and he welcomed the new board and expressed his appreciation to the board members for attending the meeting.

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/03.01

R. Arora/A. Arora

Be it resolved that the agenda be adopted.

Newman/Imran

Be it resolved that the agenda be amended by adding two Items under New Business:

7.3 UBC Welcomes You Event - Volunteer Sign Up

7.4 BCFS Skills Symposium Delegate Confirmation

Amendment carried.

Al Barazi pointed out the regulation requires the board of directors shall, at the earliest opportunity, ensure sufficient membership of the Finance and Oversight Committees, prior to the appointment of any other committees. She suggested they should change the order of the meeting by moving the Oversight Committee business after the Finance committee and before other committees. Qiu said the committee business order would not affect the priority to ensure sufficient membership of those two committees. They were appointing directors at the first board meeting, and they could not fill all the positions under the Oversight Committee at that meeting as they would still need to appoint a student at large to the committee in order to have a complete membership.

Al Barazi moved to add an agenda item talking about Penticton Trip as it was canceled, and she wanted more insight.

Al Barazi/Mbogo

Be it resolved that 7.5 Penticton Trip be added under New Business.

Newman wanted to confirm the motivation behind it, asking Al Barazi if she was seeking feedback on this orientation or the details of why the trip was canceled. Al Barazi replied that initially they asked for a discussion of canceling the trip at the previous board meeting; however, there was no discussion before the decision was made. She wanted to know the details of why the trip got canceled. Mbogo stated that the initial intention to request a discussion was to

understand the finance situation and the number that was financed for this year so that they could feel more comfortable making choices. However, the trip was canceled without providing enough information.

Amendment carried.

Carried as amended.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

24/05/03.02

Newman/R. Arora

Be it resolved that the minutes of the meeting held on April 24th, 2024 be adopted.

Al Barazi asked about the tabled agenda items from the last board meeting. Qiu stated that at the last board meeting they tabled some motions of policy amendments. Considering the new board just started their term, she would leave some time for the board members to read the regulations and bylaws before the discussion of policy amendments. She would add the motions to the future board meeting, possibly the June meeting. Al Barazi also asked about the CRO report. Qiu stated that the CRO was on medical leave right now, and they would have to wait until the CRO returns to work on the CRO report. Once it is completed, she would attach it to the board meeting for approval.

Carried.

4. PRESENTATION

5. COMMITTEE BUSINESS

5.1 Executive Committee

5.2 Finance Committee

A. Arora gave an introduction to the Finance Committee regarding what they do and the committee membership.

24/05/03.03

A.Arora/Mbogo

Be it resolved that the minutes of the meeting held on April 24th, 2024 be adopted.

Carried.

5.2.1 Calls for nominations from the Board of Directors for:

- up to two (2) additional directors

Yaghi, Lai and Mbogo nominated themselves and provided their motivations. A secret ballot vote was administered by Niikoi from BCFS.

24/05/03.04

A. Arora/Al Barazi

Be it resolved that Dina Yaghi and Olivia Lai be appointed to the Finance Committee.

Carried.

5.3 Policy Committee

5.3.1 Calls for nominations from the Board of Directors for:

- at least two (2) additional directors

R. Arora introduced the Policy Committee. Seven directors nominated themselves.

24/05/03.05

R. Arora/ Sakarwala

Be it resolved that the following seven (7) directors be appointed to the Policy Committee:

Amy Wang; Mariam Al Al Barazi; Veeru Seethanaboyina, Elnaz Zamanzade; Sahar Sowdagar; Abby Newman; Sheela Mbogo.

Carried.

5.4 Campus Life Committee

5.4.1 Calls for nominations from the Board of Directors for:

- at least three (3) additional directors

Imran introduced the Campus Life Committee, and expressed his high expectation on the directors who would sit on his committee. He would like to see them attend every single event, helping organize and execute the event. Six directors nominated themselves.

24/05/03.06

Imran/Newman

Be it resolved that the following six (6) directors be appointed to the Campus Life Committee:

Veeru Seethanaboyina; Aliasgar Sakarwala; Aryan Arora; Danial Asif; Abby Newman; Sheela Mbogo.

Carried.

5.5 Campaigns Committee

5.5.1 Calls for nominations from the Board of Directors for:

- at least two (2) additional directors

Newman introduced the committee, campaigns activities from last year, and her initiatives

this year. Five directors nominated themselves.

24/05/03.07

Newman/Sakarwala

Be it resolved that the following five (5) directors be appointed to the Campaigns Committee:

Ananya Bhattacharya; Sheela Mbogo; Aliasgar Sakarwala; Olivia Lai; Veeru Seethanaboyina.

Carried.

5.6 Graduate Student Committee

5.7 Oversight Committee

5.7.1 Calls for nominations from the Board of Directors for:

- up to three (3) non-executive directors

Asif introduced the Oversight Committee, its mandate and its responsibilities. Al Barazi, Yaghi, Seethanaboyina, Bhattacharya, Sakarwala nominated themselves. Four directors except Bhattacharya provided their motivations. A secret ballot vote was administered by Niikoi from BCFS.

24/05/03.08

Newman/Mbogo

Be it resolved that Seethanaboyina, Yaghi and Sakarwala be appointed to the Oversight Committee.

Carried.

5.8 Media Fund Committee

5.8.1 Striking the ad hoc Media Fund Committee

Asif stated that it was an ad hoc committee and only active on an as-needed basis. However, they would strike the committee and add the membership, so during the summer, they could meet as needed. Asif stated that the committee was responsible for allocating funding to Phoenix Newspaper. He mentioned that the funding was collected as the media fund fee from students. Evans added that the funding could be used for any student media, not limited to Phoenix only. Amy Wang nominated herself to sit on the committee.

24/05/03.09

Imran/A. Arora

Be it resolved that the ad hoc Media Fund Committee be struck for the 2024-2025 SUO Board.

Carried.

5.8.2 Calls for nominations from the Board of Directors for:

- one (1) director

24/05/03.10

Mbogo/Lai

Be it resolved that Amy Wang be appointed to the Media Fund Committee.

Carried.

5.9 Student Association Funding and Clubs Oversight Committee**5.9.1 Striking the ad hoc Student Association Funding and Clubs Oversight Committee**

A.Arora stated that the committee had added a new mandate to oversee the club activities. He also introduced the process of funding approval and relevant regulations. Evans added that the committee could request information from clubs to make sure their activities align with the SUO regulations. Al Barazi nominated herself to sit on the committee.

24/05/03.11

A. Arora/ R. Arora

Be it resolved that the ad hoc Student Association Funding and Clubs Oversight Committee be struck for the 2024-2025 SUO Board.

Carried.

5.9.2 Calls for nominations from the Board of Directors for:

- one (1) Director at Large

24/05/03.12

Mbogo/Sakarwala

Be it resolved that Mariam Al Al Barazi be appointed to the Student Association Funding and Clubs Oversight Committee.

Carried.

5.10 Disciplinary Committee**5.10.1 Striking the ad hoc Disciplinary Committee**

Asif stated that the committee is responsible for the complaints against any of the directors and would investigate allegations. He introduced the membership of the committee. A. Arora asked about the difference between the oversight committee and disciplinary committee. Asif replied that the oversight committee oversees the Executives while the disciplinary committee is for all directors. Yaghi asked about its membership regarding the chair of the oversight committee. Asif replied that the chair of the oversight committee would be decided at their first oversight committee meeting.

24/05/03.13

Asif/Newman

Be it resolved that the ad hoc Disciplinary Committee be struck for the 2024-2025 SUO Board.
Carried.

5.10.2 Calls for nominations from the Board of Directors for:

- two (2) additional directors

A. Arora wondered if they should leave some vacancy for the directors absent from the meeting. Qiu stated the directors who were absent could still choose to sit on the committees which have no limit on the number. If they wait till the next meeting to fill out the membership, some committees may not be able to function right away during the summer. Newman added that when she was appointed as a faculty representative last year, she was offered the open positions only. Besides, the directors who were absent had the opportunities to email their preferred committees, just like what Bhattacharya did. Mbogo, Al Barazi and Lai motivated themselves.

24/05/03.14

R. Arora/Mbogo

Be it resolved that Olivia Lai and Mariam Al Al Barazi be appointed to the Disciplinary Committee.

Carried.

6. REPORT ON UNIVERSITY RELATIONS

6.1 Senate

6.2 Board of Governors

6.3 Other University Committees

7. NEW BUSINESS

7.1 BCFS Executive Committee Appointment

Asif thanked BCFS for their training and support and introduced a common practice of appointing their VP External to the BCFS executive committee. Niikoi from BCFS stated that at their executive meetings, executives would receive reports from different institutions including all their activities and campaigns. She would like Newman to share the information from the BCFS executive meetings with other directors.

24/05/03.15

Yaghi/R. Arora

Be it resolved that VP External, Abby Newman, be appointed to the BCFS Executive Committee. Carried.

7.2 Upcoming Meeting Times

Asif stated that he would send the directors the doodle poll to ask for their availability so as to schedule the board meeting for the summer. Meetings in the summer would be online to accommodate directors who were not in town. He would email directors requesting agenda items. Starting from September, the meeting would be in-person. Qiu stated that she usually sends the agenda three days prior to the meeting. If any director has an agenda item after the agenda is distributed, they could amend the agenda at the board meeting; however, she preferred communication in advance. Yaghi asked if communication would be sent via SUO emails. Asif replied that emails would be sent through SUO emails, and text messages would be sent through Team. Al Barazi suggested a fixed meeting schedule after September for the reason of consistency and membership would also have the consistent information of the board meeting. Considering the exam schedule, which was not known at the beginning of the term, R. Arora disagreed to have a fixed date for the board meeting. Mbogo stated that in September course and exam calendar was released, and if some directors could not attend the regular meeting due to the exam schedule, they could accommodate their need. Yaghi indicated she preferred a set day so the meeting could be their priority during the month. Asif was also in favor of a fixed time for the board meeting; however, he noted that if most directors could not make it that month, he could reschedule a meeting. Sakarwala suggested that they decide the date one month in advance. A. Arora stated that sometimes they could not foresee the assignment and exam schedule, and he would think it more convenient to schedule the meeting ten days in advance. R. Arora stated that the schedule should be determined based on the quorum. Asif stated that he could send the doodle poll for two consecutive meetings. Imran stated that he understood the importance of accessibility to the board meeting notice for students, and he recommended the notice of the board meeting be published on their social media to make the board meeting accessible to students and the board. Evans stated that once they know their calendar, they could send a timetable of regular meetings that works for most directors. This could maintain consistency. If situation changes, they could inform the president to reschedule a meeting. Asif would try multiple doodle polls during the summer, hoping to figure out the best solution for the directors and students.

7.3 UBC Welcomes You Event-Volunteer Sign Up

Newman stated that the event would be held by UBCO on May 11 between 11:30 am to 1:30 pm on campus. SUO would have a table during the event. And she was seeking about four volunteers from the board to help with the SUO table. The commitment time for volunteers would be 11 am to 1:30 pm. She would prepare the materials for the tabling. Sakarwala and Yaghi volunteered to table at the event. Asif encouraged directors to text Newman if they are available.

7.4 BCFS Skills Symposium delegate Confirmation

Newman stated the BCFS Skills would be held between May 23 to May 26 in Maple Ridge. Travel would be arranged for them and there would be no other financial expense. It would be a good opportunity to expand the leadership skill and connect with other student leaders from other universities. Lai, Al Barazi, Bhattacharya, Imran and Sowdagar showed their interest. Asif added that it would be like the orientation but in a much larger scale and he encouraged directors to join the event.

7.5 Penticton Trip

Al Barazi asked about how everyone felt about the decision from the previous board to cancel the Penticton Trip. She stated that a Phoenix article talked about an allocation of \$23,000 in the SUO budget to the trainings in 2023, which included the orientation training. She had sent an email on behalf of 7 incoming directors to ask for a discussion at the previous board meeting regarding whether the money allocated was reasonable. As the Penticton trip was cancelled, she was seeking more details of the decision and the remainder of that budget. She also wanted to know how the current board felt as the decision was taken away from them.

Evans stated that the previous board initially planned to have a roundtable meeting with the current board to decide if they should cancel the Penticton Trip; however, the executives were not able to make it due to their busy exam schedule, and they had to make a decision by that week considering the penalty for cancellation. Evans had presented an option to hold the training on campus and made a re-arrangement for the orientation; and Ouellet persuaded the hotel to exempt their penalty. Evans stated that the most expensive cost was to invite those professionals to give the training, and food cost came as the second. Evans explained that he did not have the exact number for the training last year and stated that the expense would be approximately \$17,000. He explained what this expense covered. Compared with other institutions, he did not think the number was significant.

Mbogo expressed her concern on the budget as she said the number Evans gave was different from the one in their email communication. She also thought it concerning that during their email communication, they were not asked if they need accommodation during the training as some of them were moving out in the summer. She stated that the Phoenix was under the SUO and the numbers they published were from the SUO, so she thought the previous board may not collaborate well with them and communication was an issue. Evans

asked about which email Mbogo was talking about. She replied that the email was sent to the previous President asking about the training budget and cc'd the General Manager. Evans explained that the orientation budget was from the budget of the previous board rather than the current board, and the training budget would cover two board trainings for the year. He provided more details about the training budget for staff and the board. He recommended that Mbogo talk with the Finance Manager for exact numbers and cost.

[Lai and Sakarwala left the meeting at 2:46 p.m.]

Imran stated that he understood the reason behind the Phoenix article. He pointed out the SUO does not fund the Phoenix but oversees the fund that was collected by UBCO from students. He also pointed out the budget line is a different concept from the actual cost. They may spend way less money than they budgeted. He valued the orientation which provided necessary training for them to get ready for the position. He stated that it would be worthwhile to spend \$23,000 to train them to manage millions of dollars. As a common practice, all other institutions provide orientations for the new board. If they had had the training in Penticton, they would have had much time after 4 pm to socialize and bond with each other. In his mind, the Penticton trip could have its value in team building. Yaghi stated that this orientation provided what the Penticton Trip could provide. If team building was a key value of the orientation, they could organize other activities. For her, they represent students. If students have problem with them staying at the hotel to have the orientation, she would not like to do that. Ouellet stated that a lot of effort and time were spent on the orientation planning, which the directors did not see. He stated that Evans and he himself worked very carefully with the budget. He saw students were happy and engaging during the Penticton trip in the past and they benefited from the engagement. He also mentioned that when they ran the election, the orientation information was included in the election package. It was their obligation to attend the orientation. Asif encouraged the directors to look forward and they would definitely work on some team building activities in the future.

8. ADJOURNMENT

Meeting was adjourned at 2:56 p.m.



EMERGENCY BOARD MEETING MINUTES

Students' Union UBC Okanagan, Local 12 British Columbia Federation of Students
Board of Directors Meeting, May 22 at 12 pm, 2024, Zoom

Directors Present

President (meeting chair)	Danial Asif
Vice President Finance and Administration	Aryan Arora
Vice-President External	Abby Newman
Vice-President Internal	Rajat Arora
Vice-President Campus Life	Saaim Imran
Director-at-Large	Mariam Al Barazi
Director-at-Large	Sheela Mbogo
Director-at-Large	Aliasgar Sakarwala
Director-at-Large	Ananya Bhattacharya
Faculty of Applied Science Representative	Sahar Sowdagar
Faculty of Education Representative	Elnaz Zamanzade
Faculty of Health & Social Development Representative	Vacant
College of Graduate Studies Representative	Vacant
Board of Governors Representative (ex-officio)	Vacant
Student Senate Caucus Representative (ex-officio)	Vacant

Directors Absent with Regrets and Approval

Faculty of Creative & Critical Studies Representative	Amy Wang
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Directors Absent without Regrets and/or Approval

Faculty of Arts and Social Sciences Representative	Olivia Lai
Faculty of Management Representative	Riko Otsuka
Faculty of Science Representative	Veeru Seethanaboyina

Staff Present

General Manager	Jason Evans
Governance Coordinator	Cecily Qiu

1. CALLED TO ORDER AT 12:05 P.M.

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/22.01

Bhattacharya/Sakarwala

Be it resolved that the agenda be adopted.

Mbogo/Bhattacharya

Be it resolved that the agenda be amended by adding a discussion item "SUO Support for the UBCO Palestinian encampment".

Amendment carried.

Asif/Sakarwala

Be it resolved that the agenda be amended by striking the item 4.2 "Call for Nominations from Board of Directors to sit on the Oversight Committee".

Asif mentioned that the director should sit on at least one committee as per the Bylaw. He would like to see the appointed director(s) have a choice to sit on the committee.

Amendment carried.

Carried as amended.

3. INFORMAITON

3.1 Director Resignation

Asif stated that he received a resignation from the faculty of health & Social Development representative, and he approved it. They would place a call for this position and appoint an interim director until the by-election.

24/05/22.02

Asif/Bhattacharya

Be it resolved that the Students' Union of the University of British Columbia place a call for Faculty of Health & Social Development Representative applicants to sit on the SUO Board of Directors.

Carried.

3.2 Director Monthly Report

Qiu stated that directors are required to submit a monthly report to the President and the General Manager, indicating the work they have done. Usually, the report shall be submitted by the first Monday of each month. If the director could not meet the deadline, they should communicate the reason with the General Manager and the president. A grace period of 48 hours may be given to submit the report. For May report, the due date would be June 3, the first Monday of June. The orientation, the board meetings and committee meetings they attended in May can be included in the monthly report. She would circulate the report template after the meeting. Evans added that if the first Monday of the month is a statutory holiday, the due date falls on the next business day. He reminded them that the honoraria would be suspended if they do not submit the report on time.

4. NEW BUSINESS

4.1 Appointment of Graduate Student Representative (Special Resolution)

24/05/22.03

Asif/Sakarwala

Be it resolved that Mhamoda Akter Moli be appointed as the Graduate Student Representative.

Asif stated that Mhamoda Moli had research, budget, and policy experience. She was also actively engaged in the community through volunteer work. She worked for Canadian Red Cross and Central Okanagan Food bank. She was interested in student politics. He believed that she would be a good match for the position. Al Barazi asked Asif to disclose the information about the other candidate. Asif stated that he was not comfortable disclosing the information in public but could share some information with her via email. Asif stated that in the past, the President conducted the interview, and chose the candidate. However, this year, he would like to have more input on the selection process. He invited A. Arora to have the interviews and make the decision together. He stated that the position would be an interim position until the by-election. Graduate students could elect their representative in the by-election.

Carried.

5. DISCUSSION

5.1 SUO Support for the UBCO Palestinian encampment

Mbogo introduced the ongoing Palestinian encampment at the courtyard of the UBCO, which requested UBC to divest the funding from the companies with affiliations to Israel and the genocide of Palestinians. She mentioned that the SUO had sent a letter to the UBCO board of governors in response to the students' request at the 2023 AGM. She also provided some information regarding the BCFS letter to support students' right to protest, and the UBCO faculty for Palestine. She stated that UBC claimed that 0.28% of the endowment fund was invested in the companies complicit in the genocide of Palestinians. The percentage seemed not big; however, when the big amount of endowment fund was taken into consideration, there would be at least 8

million dollars invested in those companies. She also provided a breakdown of the investment calculated by the graduate students for Palestine. She stated that as an academic institution, UBCO should not fund the genocide and killings of women, children and men. She would request firm support from the SUO, sending UBC a letter including those breakdown numbers of the investment, and requesting them to divest from those companies. She thought in the letter the SUO should also support students' right to protest in a peaceful way and prevent the UBCO from calling military or police to harm those students, so as to ensure the safety of the students. Last, she suggested providing some mental health service for those students.

Asif stated that he had conversations with UBC since the encampment started. UBC was trying to have a conversation with the encampment students. He reached out to AMS, the students' union in the Vancouver campus, trying to work on a statement together to emphasize the students' right to protest and their divestment request. Their meeting was scheduled for the next day. Al Barazi asked if any of them could join the meeting for a collaborative process and she could also appoint some speakers. Asif said that he and VP external would attend the meeting. Once they draft the statement, they could share it with the board. The board could amend it if necessary. Mbogo stated that she preferred a separate decision from the SUO; and stated it would be great if AMS supports them. Regarding the conversation between the UBC and those students, Mbogo stated the encampment students were not going to talk with the UBC until the UBC commits to divestment. Mbogo moved a motion regarding the SUO letter.

24/05/22.04

Mbogo/Al Barazi

Be it resolved that the SUO shall issue a statement, within 5 business days, to be published on its social media, and website, and sent to the UBC Board of Governors, President Bacon, and Principal Cormack, in support of the People 's University of Gaza encampment at UBCO. This statement shall:

1. support students' right to freedom of expression and assembly without fear of retaliation from the University.
2. support the encampment's demand calling on UBC to divest from all companies complicit in the oppression and genocide of Palestinians. Providing detailed numbers on what has been invested to directly show what we would like the institution to divest from.
3. support the encampment's demands calling on UBC to participate in the global academic boycott of Israeli universities and institutions, publicly condemn and demand an end to the genocide and scholasticide in Gaza, reaffirm Palestinians' right to resist and their right to return and ensure campus safety by keeping the RCMP off of campus premises.

Newman asked for clarification of "5 days" as the SUO office does not open during the weekend. Mbogo confirmed that it would be 5 business days not including the weekend. Bhattacharya asked Mbogo to clarify the RCMP point. Mbogo read it again and stated that it would not be right if the university used weaponized police forces to terrorize students. Asif stated that in the statement, rather than support the encampment, they should support students' right to freedom

of expression and reiterate the points as per the motion at the AGM. Evans stated that he would like the director to consider their position at the negotiation table in terms of the impact as the student representative. He did not want to see the directors put themselves in a position that shut the university from actively engaging with students because of its stand. As a union, he advised the directors to facilitate the conversations and help them reach the final resolution. This was one of the issues with the university that they have to advocate for. He would like the directors to handle it strategically and they are the mediate people. He stated that they could send the statement, respecting students' right to protest, respecting that the university should not retaliate against the students, and demanding the SUO and the UBC to come to the table to address the issue. Al Barazi expressed her understanding of some wording concerns. She suggested adding "students" before the words "the People 's University of Gaza encampment at UBCO". She also expressed her disagreement with Evans, thinking the union should strongly support its members instead of being a liaison. Newman was in favor of Evan's point. She reminded members of their fiduciary duties to the organization, which were mentioned numerous times at the orientation. She regarded the organization as a channel. When students come to them addressing an issue, as a union and organization, they should have a discussion with all parties involved to understand the point even before they start a negotiation. It is a long game to navigate the negotiation, and they would better not play all cards at one time. Newman also introduced what other students' societies were doing right now to deal with this situation. Mbogo saw the value of Al Barazi's suggestion on the wording and the strategy that Evans suggested. However, she stated that the university was given a lot of time to make the decision on the divestment since the last AGM. She thought the university had no intention of doing that. That was why she thought they should be firmer this time and provide all the data they collected about the investment. She reiterated the situation in Gaza and condemned the university for investing funds in those companies. She also mentioned the supporting voice of Faculty for Palestinians though they were employed by the university. Evans agreed that the students' union should take a stand, and he thought they could express their stand through engagement and negotiation. He would ask the directors to give Asif, who had been facilitating the negotiation, some leverage to work on the negotiation. Bhattacharya stated that as directors they need to understand what specific outcome or action that the SUO should anticipate having from this statement, considering there had been numerous letters or statements were sent in the past. Mbogo stated that firstly, the statement would highlight the exact financial numbers for the UBC, so the university knows the numbers that they are expected to divest. Secondly, she thought by supporting the divestment, the SUO would have a seat at the negotiation table and meantime ensure students' right to protest and ensure the university would follow through their statement. Thirdly, she thought the letter would let the university know the stand of SUO. She thought more numbers would bring more strength. Last, she stated that if the university divests those funds, the money could be used for other purposes to support the students. Asif expressed his appreciation for the detailed information that Mbogo provided. He stated that he understood the challenges and difficulties students were facing and their need, and they also have the fiduciary responsibilities to the organization, and as an organization, they need to follow regulations as

well. He thought the statement was necessary; however, he would like to make some amendments to the original motion.

Asif/Bhattacharya

Be it resolved that the SUO shall issue a statement, within 5-7 business days, to be published on its social media, and website, and sent to the UBC Board of Governors, President Bacon, and Principal Cormack, in support of the students right to protest at People's University of Gaza encampment at UBCO. This statement shall:

1. support students' rights to freedom of expression and assembly without fear of retaliation from the University.
2. reiterate the support for UBC to divest from all companies complicit in the oppression and genocide of Palestinians. Providing detailed numbers on what has been invested to directly show what we would like the institution to divest from, as in the letter passed at the Annual general meeting.

Mbogo would like to keep the words "keeping the RCMP off of the campus", and she stated that they could detail it as on a surveillance base to ensure the UBC would not use intimidating tactics. Newman explained different concepts of police forces in Canada. She thought it was important to add the point, but they may need to reconsider using the word "RCMP". Asif stated that students were protesting peacefully at that moment. However, if they are not peaceful in the future, UBC may take actions. If the situation goes out of control, there may be a need to bring in the police force. Directors voted on the amendment.

Amendment carried.

Carried as amended.

6. ADJOURNMENT

The meeting was adjourned at 1:24 p.m.

EXECUTIVE COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Executive Committee Meeting, May 14th at 2 pm, UNC133C

Directors Present

President (meeting chair)

Vice President Finance and Administration

Vice-President External

Vice-President Internal

Vice-President Campus Life

Danial Asif

Aryan Arora

Abby Newman

Rajat Arora

Saaim Imran

Directors Absent

Staff Present

General Manager

Governance Coordinator

Jason Evans

Cecily Qiu

1. CALLED TO ORDER AT 2:07 P.M.

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/14.01

R. Arora/A. Arora

Be it resolved that the agenda be adopted.

Carried.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

24/05/14.02

Newman/Imran

Be it resolved that the minutes of meeting held on April 19, 2024 be adopted.

Carried.

4. NEW BUSINESS

4.1 Trip Report

Newman suggested that directors or staff who attend a meeting/training should submit a report to share the information of the meeting/training. The purpose of her suggestion was to hold people accountable. She stated that they should be responsible for the students' money spent on the trip, and the information sharing could help others to make decisions if they would like to attend the meeting in the future. Evans stated that they have many external travels, and it would be an important and good way to see the positive of a meeting. Asif asked if they need to work on some policies to implement the requirement. Evans stated that they could make some policies, but right now they would need to have the report format ready for those who were going to conferences/trainings/meetings. Newman would take the lead to create a format. Imran asked if they should submit a report as a team as many directors would go to BCFS Skills the next week. Evans stated they could submit one report. Evans would work together with Newman on the format, saying Newman could work on the one for directors and he would work on staff report. The reports from directors could be presented to the board meeting for the purpose of information sharing. Imran asked about the requirement for the report. Newman replied that they could provide some insights of the valuable information they learn at the meeting.

24/05/14.03

Newman/Asif

Be it resolved that a format be created for trip reporting.

Carried.

4.2 Smart Meals

The executives had an open discussion and gave their feedback on Smart Meals. All members stated that Smart Meals was a successful and popular initiative last year. Most executives suggested adding non-vegetarian options to meet more students' needs. A. Arora stated that if they add non-vegetarian options, they could remove the sustainability budget line. He also suggested that Newman should have a discussion with the vendors and collect their feedback. R. Arora suggested that they could allow non-vegetarian options for extra dollars and stated that most students do not quite understand the concept of sustainability when they promoted the program last year. Newman added that what most students cared about was \$5 rather than sustainability. Imran suggested a consistent menu considering how fast the Smart Meals ran out last year. Evans stated that for the vendors, Smart Meals was more like a service they provided to students; and the money they earned from it was not enough to cover the cost of the meals. That was the reason why SUO changed the quantities of smart meals supply for some vendors. He stated that Newman could create her own initiative and encouraged her to ensure a dialogue with the vendors. He also pointed out some audit concerns about voucher use last year. Newman would like to see the program self-sustained and continue to roll on. She had a conversation with Clint, Well Kitchen Supervisor, and presented two options for the Smart Meals this year: 1. Subsidized permanent menu items. Students could choose to have the vegetarian food; and students could also ask to add some meat options. 2. \$2 Meals. She stated that Clint could do some batch cooking, and they could sell the meals at the Picnic for \$2, which would be similar to the Picnic community meal. They could also open partnerships with other vendors. She would like to do the Smart Meals in a different way this year and she believed that \$2 Meals would be feasible. A. Arora and R. Arora suggested that they serve \$2 Meals at the Well pub rather than the Picnic. They thought the Well has the space and capacity to serve meals, and it could differentiate their program from the Picnic community meal. R. Arora also suggested a fixed menu for \$2 Meals, and he believed that by adding options of meat, the challenges some vendors were faced with last year could be solved.

4.3 Executive Swag

Asif suggested buying Jerseys for the executive swag this year. A. Arora provided budget line information. Imran would take the lead to work together with Ouellet and B. Evans on the quote and design of Jersey.

4.4 2024-2025 Conferences

A. Arora provided information regarding conference budget line and its actual expense in the past. He asked the Executives to let him know if they had any other conferences they would like to attend except some regular conferences, such as BCFS Executive meetings. Evans advised him to have some flexibility in the conference budget line, so they could respond to some unforeseen travel needs from the president and other directors. Newman asked for clarification on the expense to attend the BCFS conference. Evans replied BCFS would provide accommodations and the SUO would make a contribution for each director who is attending the conference. The trip to the SUDS organized by AMS would be fully funded by the SUO. Evans did not want to see the budget limit the participation of directors.

4.5 Budget Line Discussion

A. Arora asked the executives to work together with their staff partners on their budget line. He planned to have individual meetings with them on the budget soon. Evans stated that they would have a rough budget by May, and finalized budget would be presented to the board by July.

4.6 Masters of Biotechnology Tuition Consultation (Document attached)

Asif asked the executives to send him their feedback by the next day. He stated that his feedback was that the international tuition fee is a lot, more than double of the domestic fee.

5. IN CAMERA

24/05/14.03

Imran/R. Arora

Be it resolved that the meeting be moved in-camera. [2:56 p.m.]

Carried.

The meeting was moved ex-camera at 3:47 p.m.

6. ADJOURNMENT

The meeting was adjourned at 3:47 p.m.

EXECUTIVE COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Executive Committee Meeting, May 29 at 12:30 pm, UNC133C

Directors Present

President (meeting chair)

Vice President Finance and Administration

Vice-President Internal

Vice-President Campus Life

Danial Asif

Aryan Arora

Rajat Arora

Saaim Imran

Directors Absent

Vice-President External

Abby Newman

Staff Present

Governance Coordinator

Cecily Qiu

1. CALLED TO ORDER AT 12:41 P.M.

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/29.01

R. Arora/A. Arora

Be it resolved that the agenda be adopted.

Imran/R. Arora

Be it resolved that the agenda be amended by adding 4. 3 Sponsorship and 5.2 SUO Swag.

Amendment carried.

Carried as amended.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

24/05/29.02

Imran/R. Arora

Be it resolved that the minutes of meeting held on May 14, 2024 be adopted.

Carried.

4. NEW BUSINESS

4.1 SUO Building

Asif provided the context. In 2021, in response to students' request for more learning and activity space, the SUO struck a building committee to work on a proposal of building a student center. However, that proposal was voted down by the previous board due to the huge cost of a building. Then the last board was seeking a possibility to build an attached building. As the space issue still existed on campus, Asif suggested that they strike a building committee to continue working on solutions to address the issue. Other executives recognized the space issue. Imran thought it necessary for students in a long run to have their own building for events and activities. R. Arora was in favor of expanding the building to have more space. A. Arora was concerned about students' financial situation. He reminded them of the increased student fees this year due to the fieldhouse referendum which was passed last year. He also pointed out students' priority may shift over these three years. Asif stated that the building committee was just to

work on solutions and make recommendations. The final decision would be made by the membership.

4.2 Recent conferences

Asif asked executives for the feedback of the recent conferences. R. Arora stated through the conference organized by the StudentCare, he learnt a lot on the service StudentCare provided. He got to know some other student union leaders. Imran stated that the Skills organized by the BCFS focused more on advocacy. It provided an opportunity to connect with other student leaders across the BC. He talked about the benefits he had from the training as well as his concerns. A. Arora stated that he learnt a lot of insurance knowledge from the StudentCare conferences. He stated that the insurance and finance knowledge is important and beneficial for student leaders.

4.3 Sponsorship

Imran stated that he was looking for as many sponsors as possible in order to provide better events. He was also looking into the possibility of collaborating with the Okanagan College to hold events together to increase the ticket sale. The executives discussed the sponsorship and the potential sponsors.

5. DISCUSSION

5.1 2024-2025 Conferences Finalize

A. Arora presented a budget for the 2024-2025 conference and explained how he determined those numbers. The Executives had no questions.

5.2 SUO Swag

Imran showed some design ideas for the SUO swag. The executives expressed their preference.

6. ADJOURNMENT

Meeting adjourned at 1:21 p.m.

FINANCE COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Finance Committee Meeting, May 28th 2024 at 11:30 am, Teams/In-Person

Members Present

Vice-President External (meeting chair)

Aryan Arora

President

Danial Asif

Faculty of Arts and Social Sciences Representative

Olivia Lai

Additional Director

Vacant

Members Absent With Regrets and Approval

Members Absent Without Regrets and/or Approval

Staff Present

Finance Manager

Leanne Smailes

General Manager

Jason Evans

Staff Absent

1. CALLED TO ORDER AT 11:40 AM

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/28.01

Asif/Smailes

Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

24/05/28.02

Lai/Asif

Be it resolved that there are no minutes of the previous meeting included in this agenda.

4. NEW BUSINESS

4.1 Introduction to Committee, Roles and Proceedings

Arora introduced the committee and explained the roles of both the staff members. Arora briefly highlighted the purpose of the committee. Arora asked for a minute taker and Lai agreed to take the minutes of the meeting.

4.2 Timeline for SUO Finance Budget and Operations

Arora explained the important dates during the summer for the budget, highlighting the budget deadline of July 31st. Arora and Smailes explained the process for budgeting and submitting and discussing the first draft at the June Board Meeting and then the July Board Meeting.

5. DISCUSSION

5.1 Draft Budget Discussion and Update

The initial draft budget was reviewed by Arora and Smailes. Arora explained about the different budget lines and the three pillars. Lui asked about the membership fees and Arora explained that the main source of revenue for the SUO is the membership fees and this is what is used for the General Budget. Arora explained that the budget information from each executive was collected and thoroughly discussed with them. Lui asked about how many clubs are active and does the SUO still funds clubs who are inactive. Arora briefly mentioned that the decrease in revenue for The Well and Paper & Supply Co. would affect the budget for this year.

5.2 Training Budget Line Discussion

Arora explained about the current training budget line and asked the committee about their opinions on what changes should be made to this specific budget line. Evans explained how the main costs associated with the Board of Directors Orientation are the guest speakers.

6. ADJOURNMENT

Meeting adjourned at 12:32PM

POLICY COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Policy Committee Meeting, May 28, 2024 @ 10:30 am, Zoom

Committee Members Present

Vice-President Internal (chair)

Director-at-Large

Director-at-Large

Faculty of Science Representative

Faculty of Education Representative

Faculty of Applied Science Representative

Faculty of Creative & Critical Studies

Rajat Arora

Mariam Al Barazi

Sheela Mbogo

Veeru Seethanaboyina

Elnaz Zamanzade

Sahar Sowdagar

Amy Wang

Committee Members Absent with Regrets and Approval

Vice-President External

Abby Newman

Staff Present

General Manager

Governance Coordinator

Jason Evans

Cecily Qiu

Staff Absent

1. CALLED TO ORDER AT 10:40 A.M.

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/28.01

Al Barazi/Zamanzade

Be it resolved that the agenda be adopted.

Carried.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

24/05/28.02

Sowdagar/Wang

Be it resolved that the minutes of the meeting held on April 10th, 2024 be adopted.

Carried.

4. NEW BUSINESS

4.1 Appointment of Minutes Taker

24/05/28.03

Sowdagar/Seethanaboyina

Be it resolved Mariam Al Barazi be appointed as the committee meeting minutes taker.

Carried.

4.2 Disciplinary Committee

24/05/28.04

Seethanaboyina/Sowdagar

Be it resolved that [Regulation I:6]

6 The Board of Directors may establish Ad Hoc Committees by Resolution in accordance with Bylaw XVII (17) and with this Regulation. A motion to establish and/or dissolve an Ad Hoc Committee must satisfy this Regulation. Though other Ad Hoc Committees may be established by the Board on an as-needed basis, the following Ad Hoc Committees must be established and dissolved by the Board in the timeframes specified in this Regulation:

- a. Student Association Funding and Club Oversight Committee;
- b. Electoral Committee; and
- c. Media Fund Committee.

be amended by adding point d. Disciplinary Committee. So [Regulation I:6] then reads:

6 The Board of Directors may establish Ad Hoc Committees by Resolution in accordance with Bylaw XVII (17) and with this Regulation. A motion to establish and/or dissolve an Ad Hoc Committee must satisfy this Regulation. Though other Ad Hoc Committees may be established by the Board on an as-needed basis, the following Ad Hoc Committees must be established and dissolved by the Board in the timeframes specified in this Regulation:

- a. Student Association Funding and Club Oversight Committee;
- b. Electoral Committee;
- c. Media Fund Committee; and
- d. **Disciplinary Committee.**

R. Arora stated that the Disciplinary Committee was not added as an ad-hoc committee, and the Regulations had no information regarding this committee. He believed adding the language and information of the Disciplinary Committee to the Regulations would be supplementary. Qiu added that the information regarding the Disciplinary Committee could be found in the bylaw. This bylaw was adopted in the 2022 AGM. The Regulations had no updates regarding the newly added committee. The language they would add to the Regulations was mostly from their Bylaws.

Carried.

24/05/28.05

Al Barazi/Sowdagar

Be it resolved that a new section named Disciplinary Committee be added after [Regulation I:108], which reads as follows:

Disciplinary Committee

109 The mandate of the Committee is to investigate the allegations against directors and make recommendations to the board on the disciplinary measures in accordance with [Bylaw XI].

110 The Disciplinary Committee shall be comprised of five (5) directors as follows:

- a. President (Chair of the Committee);
- b. Vice-President Internal;
- c. chairperson of Oversight Committee;
- d. two (2) additional Directors to be appointed by the Board of Directors; and
- e. General Manager (advisory with voting rights)

If there is an open investigation concerning one (1) of these members, it should be filled by Special Resolution of the Board.

111 The Committee shall meet on an as-needed basis.

112 The Committee shall have additional power and duty to hold part or all of a meeting in camera as necessary.

Al Barazi asked what if there is a case against one of the directors sitting on the committee. R. Arora stated that the position would be filled by another director appointed by the board through special resolution.

Al Barazi requested some context for the General Manager's role as an advisory and voting position. R. Arora stated that the committee membership policy was approved by the membership at the AGM. Evans clarified that the General Manager has the voting right in all committees that he sits on except for the executive committee and the board meetings. Al Barazi wondered how the position of the General Manager would play a role in the decision making. Evans replied that all decisions from committees would go to the board for adoption. The board make the final decision. That was the reason why the General Manager did not vote in the Executive committee as it's a subsection of the board and needs to be preserved.

Sowdagar asked if the positions of the additional directors were filled. R. Arora stated that the positions were filled at the first board meeting held on May 3rd. Sowdagar stated that there would be 6 directors rather than 5. Qiu clarified that the General Manager is a staff person not a director.

Carried.

4.3 Correction of the References in Regulations

24/05/28.06

Al Barazi/ Seethanaboyina

Be it resolved that VP-Internal be given the power to update the incorrect references in the Regulations.

Evans asked for the rationale behind this motion. R. Arora stated that when they changed regulations, the references were impacted and not in the correct order anymore. He showed an example of incorrect regulation reference. Evans stated that the Governance Coordinator does most editing and work behind the scenes on the policy. He advised that VP Internal alongside or in conjunction with the Governance Coordinator work on the correction job, so that it would a collaborative effort of VP Internal and a staff person.

Sowdagar/Zamanzade

Be it resolved that VP-Internal and the Governance Coordinator be given the power to update the incorrect references in the Regulations.
Amendment carried.

Carried as amended.

5. DISCUSSION

5.1 Policy Committee Membership

R. Arora stated that his policy committee has 10 voting members, with 8 directors and 2 staff. A full board has 17 directors. He thought any policy amendment passed at the policy committee would be easily adopted at the board as their committee had the majority. There would be no checks and balances between the policy committee and the board. He asked the members if a cap on the number of directors is needed. He suggested at most five additional directors. Evans echoed with the idea of checks and balances, saying that the board is the ultimate decision maker. If a majority of the directors join the policy committee, the rest directors would become a minority when it comes to the decision. Mbogo stated that the minority of voting members in the policy committee could join the minority of directors at the board to form a majority. Members discussed how the number would impact the decision making. Mbogo also stated that the cap on the number would limit the engagement of directors or push directors to the committee they may not like. Evans reiterated the function of the committee, saying that it is the committee but not the board to study specific issues. The committee would make recommendations to the board for adoption. From his experience working in corporations, profit or non-profit organizations, Evans stated their committees always have limited members.

Mbogo asked about the number of students at large and their voting right. R. Arora confirmed that students at large would have the voting right and he was thinking of a maximum of two students at large. Al Barazi emphasized the engagement of the graduate student community, and she thought the policies or regulations did not well represent the graduate students. She thought that the policy tended to ignore or purposely undermine the rights of graduate students. For the saddest part about this shortcoming, she thought it may equally impact undergraduate students who may not have spotted these blind spots. She mentioned that for the Campaigns and Campus Life Committee, at least one graduate student at Large is required by the Regulations, and she suggested they could have the same policy for their committee. Since the Student at Large selection process was still going on, Mbogo suggested that they pass a motion at this policy committee meeting and started the selection of the graduate student at large this year. Qiu stated that in the past, they had difficulty finding graduate students sitting on the committee. The board was trying hard to increase the

representation of graduate students. This year, the situation was a bit different, more graduate students (directors) chose to sit on the policy committee. She saw increased engagement of graduate students at the SUO as well as in the policy committee. However, she was not in favor of passing a motion regarding the graduate student at large at the moment. She thought the focus of the discussion was to decide if they need a cap on the number of members. She would suggest they make a policy change on the graduate student at large after they have a clear idea of the membership composition. She stated that all the policy changes they made at this meeting would be presented to the June board meeting for adoption. If they plan to implement the policy change regarding the graduate student at large, they would have to wait until the June board meeting to continue the selection of the student at large if the board approves the motion. And they still need 2/3 votes to pass a regulation change at the board meeting. She did not want to delay the process. She also mentioned that it was time consuming to schedule interviews as students may work and travel in the summer and she had to accommodate different needs. R. Arora stated that they should complete the selection as soon as possible so that by June they could appoint the student(s) at large to their committee. Al Barazi stated that more engagement of directors in the policy committee this year would not mean next year there would be same level of engagement of graduate students. She suggested they continue to observe how the membership impacts the committee without restricting the membership this year.

5.2 Director-at-Large Duties

R. Arora stated that faculty representative directors would submit engagement reports each term, addressing the issue or needs of students in their faculty and indicating the engagement work the representatives had done. For Directors at large, however, there was no specific requirement on the reflection of their work. He suggested a bylaw change for directors at large, requiring them to submit the engagement reports. R. Arora explained in detail the faculty representative engagement work and reports. Qiu added that the policy regarding the engagement report started last year. She collected the reports and published them with the board meeting agenda. The report was a two-way reflection. For one thing, it would urge the faculty representative to engage with their faculty students and bring their needs and interests to the board. For another, it helped students in the faculty to understand what their representatives had done for them and how they engaged with students. However, there was no requirement for directors at large on their engagement work. As per their Bylaws, directors at large shall provide the board with the perspective of UBCO students as a whole including the views of marginalized groups. Sowdagar asked about where she could find those faculty representative engagement reports. Qiu stated that the reports shall be submitted at the end of Term 1 and Term 2. She could find those reports in the

December and April board meeting agendas. Members were in favor of the proposal. Al Barazi stated that they should rebuild trust with the community. Mbogo stated that the engagement seemed informal and suggested they formalize the engagement channel, such as publishing their office hours on social media. Qiu liked the idea, saying that they could contact the Communications Manager for support if they want fixed office hours for students. She also stated that they could meet many students through student associations. R. Arora moved to present the relevant bylaw change to the board for discussion and adoption.

24/05/28.07

Sowdagar/Seethanaboyina

Be it resolved that [Bylaw VIII:2]

2 In addition to their duties as Directors under the Societies Act and these Bylaws, the Directors-at-Large shall:

- a. provide the Board with the perspective of students of the University as a whole including the views of marginalized groups on campus; and
- b. serve on at least one (1) committee of the Board; and
- c. attend and assist with Students' Union events and engagement activities.

be amended by adding Point d "submit a written report at the end of each term to the Board of Directors summarizing their interactions with students", so [Bylaw VIII:2] then reads:

2 In addition to their duties as Directors under the Societies Act and these Bylaws, the Directors-at-Large shall:

- a. provide the Board with the perspective of students of the University as a whole including the views of marginalized groups on campus;
- b. serve on at least one (1) committee of the Board;
- c. attend and assist with Students' Union events and engagement activities; and
- d. submit a written report at the end of each term to the Board of Directors summarizing their interactions with students.

Carried.

6. ADJOURNMENT

Meeting adjourned at 12:14 p.m.

CAMPUS LIFE COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Campus Life Committee Meeting, May 15th, 2024, UNC133C

Members Present

Vice-President Campus Life (meeting chair)	Saaim Imran
Vice President Internal	Rajat Arora
Vice-President Finance	Aryan Arora
Vice-President External	Abby Newman
Director at Large	Aliasgar Sakarwala
Director at Large	Sheela Mbogo
Faculty of Science Representative	Veeru Seethanaboyina
Student-At-Large	Vacant
Student-At-Large	Vacant
Student-At-Large	Vacant
Student-At-Large	Vacant
Student-At-Large	Vacant
Student-At-Large	Vacant
Student-At-Large	Vacant
Student-At-Large	Vacant

Members Absent with Regrets and Approval

President	Danial Asif
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Members Absent Without Regrets and/or Approval

Staff Present

Well Pub Manager	Michael Ouellet
Membership Outreach Coordinator	Izzy Rusch

Guest

Student-at-Large Candidate	Sheza Shahzad
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1. CALLED TO ORDER AT 2:14 P.M.

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/15.01

R. Arora/Newman

Be it resolved that the agenda be adopted.

Carried.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

24/05/15.02

A Arora/R. Arora

Be it resolved that the minutes from the meeting held on April 15th, 2024, be adopted.

Carried.

4. NEW BUSINESS

4.1 SUO CONCERT

Imran opened the discussion by saying they were looking at artists, but nothing was confirmed yet and he was in talks of sponsorship development with Newman. FROSH would be renamed and rebranded, ideas were welcome. Mbogo brought forward some concerns regarding diversity amongst the artists, having performers give land acknowledgements and consent talks prior to singing, accessibility for those with mobility issues and rest and reset spaces for students who might become overwhelmed. They expressed the importance of vetting artists and ensuring students get home safely after the event, Both Ouellet and Imran confirmed with Mbogo that many of their concerns had been addressed in prior years however they must ultimately find the balance between students' interests and the reality of financial restrictions – especially when it comes to venue size and artist choosing. UBC has been very particular about which artists come to campus and have requested support services be available for students. As a result, Red Frogs had been present for the past few years offering refreshments, and Red Bull with the lounge alongside SVPRO, EFRT and HaRT outside the fencing. Newman express the importance of creating an enjoyable experience for all students who attend, despite any mobility issues. Newman also suggested supplying ear plugs for concerts goers to grab if needed. Rusch suggested creating a venue map that could be posted on the fencing but also online so students are aware of the services available and where they can locate them if needed. Mbogo expressed sentiments about past artists to which the committee agreed that although the past cannot be change, it's setting precedent of conducting thorough vetting and gaining UBC's approval that can be controlled.

4.1 Well Events

Ouellet expressed that the following was just a list of events that had been done over the past few years and it did not encompass it all; Drag Shows, Hypnotist, etc. Some have been more consistent than others, but it is the committee's responsibility to think of other events they would like to host while also encouraging fellow students to participate. Committee members were encouraged to take the next two weeks to think of ideas and bring them to the next meeting.

- **Wine n' Paint Nights**

Ouellet explained that a member of their bartending staff took the lead on these events as they are in the arts program and love to paint. The event was well received by those who attended.

- **Trivia and All Age Trivia**

- **Nightclub and All Ages Nightclub Events**

Newman asked about the expected frequency of external bookings using the space to host such events for 2024/25. Ouellet said the money received from the external bookings helps The Well's bottom line by offsetting costs which allows them not to charge internal bookings such as Student Associations. Imran expressed their opinion on a previous external booker, mentioning they want to see a diverse offering of these types of events by providing other groups the opportunity to perform.

- **Performance Series**

Imran expressed this included the Desi Heat event hosted last year. Ouellet added that this event offers students an opportunity to see artists they would not normally see otherwise in a smaller setting.

- **Music Bingo**

- **Superbowl Viewing Party**

- **FC24 Tourney**

Ouellet mentioned that as a committee member last year A Arora hosted this event as it was something they were interested in doing and it was a success.

- **SUO Student Association and Course Union Events**

Newman raised a concern about previous external bookings taking preferred and desirable dates and leaving Student Associations (SA) with limited dates to host their own events. They inquired if the process of booking events in The Well has been formalized to provide a fair opportunity for SAs to host events. Newman also suggested creating an "events look book" to highlight and inform SAs of possible events they can host through The Well, the venue's features, and cost breakdown. They mentioned that this could help with the ease of planning quality events for SAs but also assist with budgeting and funding allocations. Rusch proposed having a section in the SA handbook that covered the "How to's of Well Events" which includes booking but also event ideas and approximate costs. Imran agreed to give Rusch information for this section before the start of September.

- **Resource Centre Events**

- **Other Ideas**

4.2 General Events

Ouellet again expressed this as just some examples of what has been done in the past. Previous committee members have hosted a vintage market that was a success. Again, Ouellet encourages members to return to the next committee meeting with ideas for events.

- **Cookie Decorating**

Ouellet said how easy this event is to host and that it is more about committee members volunteering to help while bringing the student committee together.

- **Pumpkin Carving**

- **Other Ideas**

Rusch and Newman asked if SHAG (Sexual Health Awareness Gala) falls under the Campus Life committee to which Ouellet confirmed the event moved to the committee last year. A Arora provided some feedback on the previous beer garden hosted in April. They informed the committee that the feedback they received was a lack of seating options available and long lines for beer. They also asked Ouellet for clarification on what is cheaper to produce food-wise, pizza or nachos as students were also hungry and had to wait for food to be brought out. Newman asked about the Career Fair that was hosted in partnership with Academic and Career Advising and which committee is responsible for it. It currently lies under the budget line that does not relate to campus life, so they sought clarification. There was not an answer to provide as the SUO's general participation has varied over the years. The allocation for this event would stay within the budget line from previous fiscal year. Ouellet encourage the topic be brought forward during the next committee meeting. Sakarwala throughout the idea of hosting an Easter themed event. Ouellet expressed concerns over the time of the year and the holidays the office takes. They mentioned if committee members could commit to being available on the holiday weekend, then an event is something to consider.

5. ADJOURNMENT

Adjourned at 3:09 pm

CAMPAIGNS COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Campaigns Committee Meeting, May 14 2024, Zoom and SUO 133 Conference Room

Committee Members Present

Vice President External (chair)

Abby Newman

President

Danial Asif

Director at Large

Sheela Mbogo

Director at Large

Aliasgar Sakarwala

Faculty of Arts and Social Sciences

Olivia Lai

Faculty of Science Representative

Veeru Seethanaboyina

Student at Large

VACANT

Student at Large (Graduate Student)

VACANT

Committee Members Absent with Regrets

Director at Large

Ananya Bhattacharya

Staff Present

Student's Advocate

Rachel Fortin

1. CALLED TO ORDER AT 11:09 AM

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/14.01

Asif / Sakarwala

Be it resolved that the agenda be adopted.

Carried.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

There are no previous meeting minutes to be adopted.

4. NEW BUSINESS

4.1 APPOINTMENT OF COMMITTEE MINUTES TAKER

24/05/14 .02

Asif/Fortin

Be it resolved that Olivia Lai be appointed as the committee minute taker.

Carried.

4.2 EVALUATION OF PROMINENT CAMPAIGNS FROM PREVIOUS YEARS

Members had a discussion surrounding last year's committee business with Smart Meals and Mental Health initiatives. 250 Exam care kits were given to students the first semester and 500 the second semester; and the kits included a variety of items to help with student wellbeing during exam season. The Mental Health handbook that was being prepared by previous committee member saw some setbacks but there's possibility of it being finalized by the end of the summer.

4.3 NEW IDEAS FOR CAMPAIGNS THIS YEAR

Asif proposed a 'Get out the vote campaign' as the provincial elections are happening in October. This will help encourage students to vote in the elections and raise awareness of what happening within the provincial government. BCFS is running a campaign on this topic that the committee can utilize. Asif also mentioned touching based with Academic and Career Advising for co-hosting the 'Career Fair' once again. This will be its 4th year running and it great to partner with UBC resources. Newman made the committee aware that member Bhattacharya would like to host a 'Women in Leadership' and ideally this committee can make it happen.

Mbogo mentioned partnering with SVPRO to increase awareness about the accountability of consent. A large month-long event in January is held each year but it would be great to have conversation and raise awareness outside of this month.

Newman discussed a campaign idea called “ask me about your student union” to raise awareness of the SUO’s operations and increase general engagement in September. Talking about a variety of aspects of the SUO, collaborations with other groups and organizations, emphasizing the services offered. Mbogo asked if the campaign would only run in September or if there be other times throughout the year for when students have questions or have a time to digest information. Fortin suggested the possibility of a ‘Promoting a SUO campaign video’ on the website. Sakarwala mentioned the ability to pinned post on Instagram and the possibility to leverage this feature. Mbogo proposed the possibility of having Instagram accounts for board members and or committees to hold them accountable for their campaign promises and activities. Asif and Newman expressed some interests and the need to speak to the communications manager.

Sakarwala asked about the possibility of a campaign to raise awareness of applying for MSP after arriving in Canada. IMED only last 3 months and not many students are aware of this and miss the deadlines. Conversations to make this information more accessible for students and possible collaborations with GEO.

5. ADJOURNMENT

Meeting adjourned at 12:01PM.

GRADUATE STUDENT COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Graduate Committee Meeting, May 29 at 8:30 am, 2024, Zoom

Committee Members Present

Graduate Student Representative

Executive

Student at Large

Student at Large

Student at Large

Student at Large

Student at Large

Student at Large

Mhamoda Moli

Saaim Imran

Dina Khrabsheh

Nibirh Jawad

Fatima Canales

Satabdi Das

Yazdanmehr Gordanpour

Hammad Ahmad

Committee Members Absent

Staff Present

Governance Coordinator

Cecily Qiu

*Before the meeting, Moli asked Qiu to chair the first committee meeting, and informed other members in advance.

1. CALLED TO ORDER AT 8:34 A.M.

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/29.01

Gordanpour/Qiu

Be it resolved that the agenda be adopted.

Carried.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

There are no previous meeting minutes to adopt.

4. NEW BUSINESS

4.1 Minutes Taker Appointment

There was no nomination for the minutes taker. Qiu suggested they take turns to take the minutes. Members agreed to decide the minutes taker before every meeting. For this meeting, Moly would take the minutes.

4.2 Review of Membership 2024-2025 (Student at Large Selection)

Moli stated that they had six returning students at large. For the rest three vacancies, she would initiate the process soon. She asked who would like to sit with her in the interview. Gordanpour suggested Moli reach out to the previous SAL again to confirm if they would be willing to continue in their roles. Ahmad stated that Moli could ask whoever is available from the committee to conduct the interview with her together. Qiu suggested that Moli contact Communications Manager to place a call again for SAL.

4.3 Goal Setting

After discussion, the committee set up their goals for 2024-2025. They would like to push forward the budget, particularly focusing on funding for big events. It was noted that many other events are planned spontaneously, based on available budget. Suggestions were made to use last year's budget as a template, with minor adjustments for new events which were not previously included. Another key goal was to increase engagement with graduate students to foster a better community. It was highlighted that there was a loss of communication with the VP students and the Dean of COGS last year due to busy schedules. They were to re-establish frequent meetings with these administrators for advocacy purposes.

4.4 Food for Summer

Ahmad stated that during the summer, food options on campus are very limited. Last year, with leftover budget, Ahmad and Jawad purchased snacks and nutrition bars from Costco to provide students with food options. Ahmad proposed placing these snacks in a convenient location for students staying on campus longer. Specifically, he suggested distributing the snacks on Tuesdays and Thursdays at the Graduate Student Collegium. Announcements would be made on social media to inform students.

5. INFORMATION

5.1 Coffee Wednesday

Members discussed about the location preference. The event would start from June 5 at the Graduate Student Collegium. They would set up a calendar to rotate the duty to organize the coffee event.

5.2 GSS Gala

Ahamd provided some update on the event. They would continue to collaborate with GSS in Vancouver. Gordanpour mentioned that there was a turnover in their executive team and he would add Moli to their group chat.

6. ADJOURNMENT

24/05/29.02

Gordanpour/Ahmad

Be it resolved that the meeting be adjourned at 9:22 a.m.

Carried.

OVERSIGHT COMMITTEE MEETING MINUTES

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Oversight Committee Meeting, May 28th at 10 am, Zoom

Members Present

Director at Large

Faculty of Science Representative

Student at Large

Aliasgar Sakarwala

Veeru Seethanaboyina

Vacant

Members Absent With Regrets and Approval

Members Absent Without Regrets and/or Approval

Staff Present

General Manager

Governance Coordinator

Jason Evans

Cecily Qiu

*Evans chaired the first committee meeting before the chair was elected.

1. CALLED TO ORDER AT 10:04 A.M.

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

24/05/28.01

Seethanaboyina/Sakarwala

Be it resolved that the agenda be adopted.

Evans moved to change the words “the interim chair” to “the chair” to ensure the consistency of the position.

Evans/Sakarwala

Be it resolved that the word “Interim” be struck from 4.1 agenda item, so that the motion would read:

Be it resolved that _____ be appointed the Chair of the Oversight Committee.

Amendment carried.

Carried as amended.

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

There is no previous meeting minutes to adopt.

4. NEW BUSINESS

4.1 The Chair of Oversight Committee

Seethanaboyina nominated Sakarwala, thinking he was a good fit for the position. Sakarwala accepted the nomination.

24/05/28.02

Sakarwala /Seethanaboyina

Be it resolved that Aliasgar Sakarwala be appointed the Chair of the Oversight Committee.

Evans stated that the chair has a lot of responsibilities and work, and would receive support from members and staff. The committee has a high standard due to its oversight nature in the organization. The committee shall fairly and impartially

oversee the executives and ensure their support for the executive team so that they could perform their work better.

Carried.

4.2 Student at Large Selection

Sakarwala and Qiu stated that they conducted one interview for this position a few weeks ago, and the communication skill of the candidate was impressive. That candidate had actively engaged in the SUO business and volunteered for the SUO events and activities in the previous year.

Qiu had another candidate; however, she had hard time scheduling an interview and she had not heard back from the candidate for two weeks. The candidate initially said she would be available for the last week of May, so Qiu stated that she was still waiting for the response regarding the availability. Evans stated that they should make the decision based on the student's ability. If they thought the candidate they interviewed was good enough, they could move on with this candidate.

5. INFORMATION

5.1 Committee Business

Sakarwala stated that he read both report templates. He preferred the revised one which requests more details. The members had a discussion on the revised template and suggested some changes.

6. ADJOURNMENT

Meeting adjourned at 10:31 a.m.

OVERSIGHT COMMITTEE MEETING AGENDA

Students' Union Okanagan of UBC, Local 12 British Columbia Federation of Students
Oversight Committee Meeting, June 17 at 10 am, Zoom

Members Present

Director at Large

Faculty of Science Representative

Student at Large

Aliasgar Sakarwala

Veeru Seethanaboyina

Vacant

Members Absent With Regrets and Approval

Members Absent Without Regrets and/or Approval

Staff Present

General Manager

Jason Evans

Guest

Student

Naden Qually

1. **CALL TO ORDER AT 10:05 AM**

ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It is important to understand the privilege we hold to be living, working, and learning on Syilx territory.

2. **ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP**

24/06/17.01

jason/Veeru

Be it resolved that the agenda be adopted.

Carried

3. **ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

24/06/17.02

Jason/Veeru

Be it resolved that the minutes of the meeting held on May 28th, 2024, be adopted.

Carried

4. **NEW BUSINESS**

4.1 **Review and Approval of May Executive Reports (attached)**

Executive reports were reviewed and were commended by Aliasgar for the work they have done in the month of May.

4.2 **June Review – Executive Action Plan goals**

Aliasgar started by briefing Veeru about what the action plan workshop was. He later carried on by stating that he reviewed all the executive's goals and praised them for being well thought out and very beneficial to the university if achievable. The action plan goals for President and VP-Campus life were unavailable to other committee members at the time of the meeting.

4.3 **VP-Internal Work from home approval**

24/06/17.03

Veeru/Jason

Aliasgar briefed us about VP-internals urgency to go home due to some personal matters he did feel compelled to discuss. He stated that it was best if we let Rajat go home and Rajat's productive might also increase.

Be it resolved that VP-Internal is allowed to work from home.

Carried

4.4 **Student-At-Large selection**

Aliasgar began by talking about the candidate that Cecily and him chose for the SAL position on his committee. He also invited him (Naden Qually) as a guest to this meeting. Jason introduced himself to Naden and assured him it would be an exciting opportunity.

5. ADJOURNMENT AT



SUO Executive Monthly Report

Name of the Executive: Muhammad Danial Asif

Report Month: May 2024

Outline the hours fulfilled for each week within the reporting month: 25 hours/week

Provide an explanation for the particular week(s) in which you did not fulfill the required hours:
N/A

ACTIVITES COMPLETED IN THIS PERIOD

(To insert a new row in the table - press the left arrow button until it reaches outside the table and press enter.)

No.	Activity Completed (Brief description, e.g.: event/initiative name, role played in the event/initiative)	Date/Range of dates on which the activity has been completed/started. (DD/MM/YYYY)
1.	Attended the SUO Board Orientation	03/05/24
2.	Interviewed Candidates for the faculty of graduate student rep role	08/05/24
3.	Introductory meeting with Dale Mullings (AVP Students)	13/05/24
4.	Attended the Campaigns Committee Meeting	14/05/24
5.	Chaired 2 Board Meetings	03/05/24 and 22/05/24
6.	Chaired 2 Executive committee meetings	14/05/24 and 29/05/24
7.	Met with the recreation manager to discuss gym pass subsidy	15/05/24
8.	Met with Principal Lesley Cormack and Dale Mullings to discuss the encampment on UBCO Campus	15/05/24
9.	Met with the EFRT Team at UBCO	15/05/24
10.	Met with Aryan (Vp Finance) to discuss SUO Budget (x2)	17/05/24
11.	Met with Ayesha Irfan (AMS VP External) to discuss potential collaboration between SUO and AMS	23/05/24
12.	Attended the May Finance committee meeting	28/05/24
13.	Met with the encampment group along with Jason	15/05/24
14.	Wrote the SUO statement on encampment	31/05/24
15.	Developing agendas for the board and exec meetings	28/05/24
16.	Planning with GM on Plans and priorities	31/05/24
17.	Transitioning Banking details and becoming the signing authority	03/05/24
18.	Met with a restaurant interested in sponsorship for Frosh	25/05/24

19.	Regular communication with GM about staffing concerns/internal day to day operations as HR is a key part of my portfolio	31/05/24
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ACTIVITIES IN PROGRESS

No.	Activity in progress (eg: event/initiative name, role being played in the event/initiative)	Date/Range of dates by which the activity will be completed. (DD/MM/YYYY)
1.	Interviews for Faculty of Health Rep	04/06/24
2.	Talks with UBC for EFRT Funding	End of June
3.	Strategic Planning	13/06/24
4.	SUO Budget 24/25	End of June

ACTIVITIES TO BE STARTED

No.	Activity to be started (Brief description)
1.	Looking into a co-op student at SUO starting September
2.	Starting a building committee to work towards a SUO Building
3.	Starting talks with UBC Food over food options on campus
4.	Board and Exec meeting notice
5.	Start working on sponsorships with Saim and Abby

ISSUES FOR IMMEDIATE ATTENTION CONCERNING ACTIVITIES STARTED (IF ANY)

No.	Issue for immediate attention (Brief description)	Level of emergency (High/Medium/Low)

NOTES / OTHER ISSUES THAT NEED TO BE BROUGHT TO THE OVERSIGHT COMMITTEE'S ATTENTION / HELP REQUIRED (IF ANY).

No.	Notes/Issues (Brief description)	Level of help required(if any) (High/Medium/Low)



SUO Executive Monthly Report

Name of the Executive: Abby Newman

Report Month: May

Outline the hours fulfilled for each week within the reporting month:

- Week 1 - 25 hours
- Week 2 – 26 hours
- Week 3 – 40 hours
- Week 4 - 27 hours

Provide an explanation for the particular week(s) in which you did not fulfill the required hours:

I was visiting my family back in Newfoundland with limited cell service and unreliable Wi-Fi from May 24 to June 3. Oversight Committee members were made aware of this absence.

ACTIVITES COMPLETED IN THIS PERIOD

(To insert a new row in the table - press the left arrow button until it reaches outside the table and press enter.)

No.	Activity Completed (Brief description, e.g.: event/initiative name, role played in the event/initiative)	Date/Range of dates on which the activity has been completed/started. (DD/MM/YYYY)
1.	Attended orientation	01/04/2024 - 03/05/2024
2.	Attended board meeting	03/05/2024
3.	Met with Rachel - Friendship bench and past Campaigns Committee business	07/05/2024
4.	Met with VP Campus Life – FROSH sponsorship discussion	13/05/2024
5.	Met with Mike, Clint and Steph - Smart Meals feedback and brainstorm	13/05/2024
6.	Chaired Campaigns Committee Meeting	14/05/2024
7.	Attended Exec meeting	14/05/2024
8.	Attended Campus Life Committee Meeting and took meeting Minutes	15/05/2024
9.	Met with VP Internal, VP Finance and Izzy – EXPO general sponsorship discussion	16/05/2024
10.	Met with DAL to discuss advocacy initiative	16/05/2024
11.	Attended BC 3 meeting – Introductions and planning	21/05/2024
12.	Attended Emergency Board Meeting	22/05/2024



13.	Attended introductory meeting with members from Picnic	22/05/2024
14.	Met with Academic and Career Advising to discuss possible collaborations	23/05/2024
15.	Met with President, AMS VP External and VP University and Academic Affairs – future collaborations	23/05/2024
16.	Created Conferences and Travel Summary Report document	14/05/2024 - 17/05/2024
17.	Organized volunteers and attended UBC Welcomes You resource fair	03/05/2024 - 11/05/2024
15.	Conducted student at large interviews	13/05/2024 - 22/05/2024
16.	Attended various budget discussions for “Advocacy”	15/05/2024 - 17/05/2024
17.	Cleaned office and set up desk	01/05/2024 - 08/05/2024
18.	Completed BCFS Exec Committee Report	13/05/2024 - 29/05/2024
19.	Completed Office Hours	06/05/2024 - 23/05/2024

ACTIVITIES IN PROGRESS

No.	Activity in progress (eg: event/initiative name, role being played in the event/initiative)	Date/Range of dates by which the activity will be completed. (DD/MM/YYYY)
1.	Smart meals 2.0 planning	01/08/2024
2.	Finalizing Sponsorship package with Becca	07/06/2024
3.	T-shirt design finalization with Becca and VP Campus Life	03/06/2024 - 01/07/2024

ACTIVITIES TO BE STARTED

No.	Activity to be started (Brief description)
1.	Building “Ask me about YOUR Student Union” Campaign
2.	Contacting possible sponsors
3.	Sticker design contest with Communication Manager Becca

ISSUES FOR IMMEDIATE ATTENTION CONCERNING ACTIVITIES STARTED (IF ANY)

No.	Issue for immediate attention (Brief description)	Level of emergency (High/Medium/Low)
1.		
2.		



NOTES / OTHER ISSUES THAT NEED TO BE BROUGHT TO THE OVERSIGHT COMMITTEE'S ATTENTION / HELP REQUIRED (IF ANY).

No.	Notes/Issues (<i>Brief description</i>)	Level of help required(if any) (<i>High/Medium/Low</i>)
1.	Attending BCFS Executive Committee meeting June 7-9 and will be out of office	n/a



SUO Executive Monthly Report

Name of the Executive: Rajat Arora

Report Month: May 2024

Outline the hours fulfilled for each week within the reporting month:
25 hours per week

Provide an explanation for the particular week(s) in which you did not fulfill the required hours:

ACTIVITES COMPLETED IN THIS PERIOD

No	Activity Completed (Brief description, e.g.: event/initiative name, role played in the event/initiative)	Date/Range of dates on which the activity has been completed/started. (DD/MM/YYYY)
1.	SUO Board Orientation	(01/05/2024) – (03/05/2024)
2.	Office hours	(06/05/2024) – (31/05/2024)
3.	Meeting with Touch coffee regrading automated coffee machines for campus	(07/05/2024)
4.	General meeting with Izzy	(13/05/2024)
5.	Meeting with Izzy regarding budget	(15/05/2024)
6.	Meeting with Abby and Izzy regarding EXPO sponsorships	(16/05/2024)
7.	Meeting with Aryan, Izzy & Leanne regarding budget	(16/05/2024)
8.	Meeting with Cindy (Ombuds Officer) and Rachel regarding Okanagan Ombuds Advisory Committee (OOAC)	(15/05/2024)
9.	Board meeting	(03/05/2024)
10.	Emergency Board meeting	(22/05/2024)
11.	Campus life committee meeting	(15/05/2024)
12.	Policy committee meeting	(28/05/2024)
13.	Executive meetings	(14/05/2024) & (29/05/2024)
14.	Meeting with Cecily regarding Policy committee meeting agenda	(16/05/2024)
15.	Reviewed Policy committee's Student-at-large applications	(27/05/2024) – (31/05/2024)
16.	Helped in gathering ideas for SUO SWAG	(08/05/2024)
17.	Meeting with Saaim regarding media fund committee	(29/05/2024)
18.	Meeting with Saaim regarding campus life events	(29/05/2024)
19.	Studentcare's Annual Stakeholder Meeting in Montreal	(21/05/2024) – (24-05-2024)



ACTIVITIES IN PROGRESS

No.	Activity in progress (eg: event/initiative name, role being played in the event/initiative)	Date/Range of dates by which the activity will be completed. (DD/MM/YYYY)
1.	Interviews of candidates for the position of Student-at-large in policy committee	(07/05/2024)
2.	Reviewing regulations and bylaws	(31/06/2024)
3.	Strategic planning by outlining annual goals and developing a comprehensive action plan.	(31/06/2024)

ACTIVITIES TO BE STARTED

No.	Activity to be started (Brief description)
1.	Research on Indigenous Student Representative

ISSUES FOR IMMEDIATE ATTENTION CONCERNING ACTIVITIES STARTED (IF ANY)

No.	Issue for immediate attention (Brief description)	Level of emergency (High/Medium/Low)
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NOTES / OTHER ISSUES THAT NEED TO BE BROUGHT TO THE OVERSIGHT COMMITTEE'S ATTENTION / HELP REQUIRED (IF ANY).

No.	Notes/Issues (Brief description)	Level of help required (if any) (High/Medium/Low)
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SUO Executive Monthly Report

Name of the Executive: Aryan Arora

Report Month: May

Outline the hours fulfilled for each week within the reporting month:

Week 1: ~25 hours (orientation, meetings, reviewing common financial documents)

Week 2: ~30 hours (setting up desktop, meetings, interviews, budget draft preparation and discussion)

Week 3: ~30 hours (StudentCare Conference, meetings, meetings with other Executive and their staff partner)

Week 4: ~25 hours (Meetings, planning and preparing for the final draft budget and making revisions)

Provide an explanation for the particular week(s) in which you did not fulfill the required hours:

ACTIVITES COMPLETED IN THIS PERIOD

(To insert a new row in the table - press the left arrow button until it reaches outside the table and press enter.)

No	Activity Completed (Brief description, e.g.: event/initiative name, role played in the event/initiative)	Date/Range of dates on which the activity has been completed/started. (DD/MM/YYYY)
1.	SUO Board of Directors Orientation – 3 day on-campus orientation for the BODs	01/05/2024 – 03/05/2024
2.	1 st Executive Meeting – Introductory Meeting, discussion around the specific executive budget lines.	14/05/2024
3.	2 nd Executive Meeting – Discussions around the Conference Budget Line	29/05/2024
4.	Campus Life Committee Meeting - Introductory Meeting, Discussion around SUO Concert and Well Events	15/05/2024
5.	Finance Committee Meeting - Introductory meeting, brief run-through of draft budget, timeline and roles of the committee	28/05/2024
6.	StudentCare Conference – Annual Stakeholder Conference in Montreal, met with executives of over 15+ Universities, interacted with the employees of StudentCare, learned more about our student health and dental plan (insurance).	21/05/2024 - 24/05/2024

7.	Graduate Student Representative Interviews (Danial and I conducted interviews with the two candidates to decide on the GSR Position)	08/05/2024
8.	Regular weekly meetings with Leanne (Meeting twice a week, guiding me through my position, discussing about the previous budget and what we can do different this year)	06/05/2024 - 30/05/2024
9.	May Board Meeting and Emergency Board Meeting	03/05/2024 and 22/05/2024
10.	Budget Discussion meeting with each executive and their staff partner (Discussion with the executives regarding their specific budget lines and the thinking behind their forecasted numbers)	15/05/2024 - 17/05/2024
11.	Executive specific budget line curation (An excel sheet specific to the executives was created by me and distributed to them and their staff partner)	13/05/2024 - 15/05/2024
12.	Administrative Financial Duties (Signing financial documents, familiarizing myself with common financial duties, procedures and the different budget lines)	06/05/2024 - 30/05/2024
13.	Weekly meeting with the General Manager (Jason Evans) and the Finance Manager (Leanne Smailes) (Discussion surrounding budget review, revision and the SUO Businesses budget)	06/05/2024 - 30/05/2024

ACTIVITIES IN PROGRESS

No.	Activity in progress (eg: event/initiative name, role being played in the event/initiative)	Date/Range of dates by which the activity will be completed. (DD/MM/YYYY)
1.	Finalizing the Budget Draft 2024-25	14/06/2024
2.	Graduate Student Fund Budget Line Preparation	07/06/2024
3.	Finalizing the forecasted number of full-time students with UBC Okanagan Finance and AVC	07/06/2024

ACTIVITIES TO BE STARTED

No.	Activity to be started (Brief description)
1.	Creation of the Presentation for Budget Draft 2024-25 for next board meeting
2.	Learn about the Student Association Funding Process and going through the SA's EOT reports

ISSUES FOR IMMEDIATE ATTENTION CONCERNING ACTIVITIES STARTED (IF ANY)

No.	Issue for immediate attention (Brief description)	Level of emergency (High/Medium/Low)
1.	Graduate Student Fund Budget Line – Need to explain the Graduate Student Representative about their specific Budget Line	Medium
2.	Paper Supply & Co., The Well – Meeting with their specific Business	Low



	Managers to discuss the Budget they have presented	
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NOTES / OTHER ISSUES THAT NEED TO BE BROUGHT TO THE OVERSIGHT COMMITTEE'S ATTENTION / HELP REQUIRED (IF ANY).

No	Notes/Issues <i>(Brief description)</i>	Level of Help Required (if any) <i>(High/Medium/Low)</i>
1.		



SUO Executive Monthly Report

Name of the Executive: Saaim Imran

Report Month: May 2024

Outline the hours fulfilled for each week within the reporting month: 25+ hours per week

Provide an explanation for the particular week(s) in which you did not fulfill the required hours:

ACTIVITES COMPLETED IN THIS PERIOD

(To insert a new row in the table - press the left arrow button until it reaches outside the table and press enter.)

No.	Activity Completed (Brief description, e.g.: event/initiative name, role played in the event/initiative)	Date/Range of dates on which the activity has been completed/started. (DD/MM/YYYY)
1	Training and Orientation	01/05/2024 – 03/05/2024
2	Regular Meetings with Mike Ouellet	01/05/2024 - 31/05/2024
3	Board Meetings	03/05/2024 and 22/05/2024
4	UBC Homecoming Planning Meeting	08/05/2024
5	SUO Swag Planning	08/05/2024
6	COCA Conference Planning	10/05/2024 - 23/05/2024
7	Campus Life Committee Meeting	15/05/2024
8	SAL Interviews for Campus Life Committee	15/05/2024 - 29/05/2024
9	Budget Discussion Meeting	16/05/2024
10	BCFS Skills Development Symposium	23/05/2024 - 26/05/2024
11	Setting up meeting with the Phoenix for Media Fund Committee	29/05/2024 - 30/05/2024
12	Executive and Staff Jersey Design	28/05/2024
13	Graduate Student Committee Meeting	28/05/2024
14	Executive Committee Meetings	14/05/2024 and 29/05/2024

ACTIVITIES IN PROGRESS

No.	Activity in progress (eg: event/initiative name, role being played in the event/initiative)	Date/Range of dates by which the activity will be completed. (DD/MM/YYYY)
1	Sponsorship Package Organization	13/05/2024 - 15/06/2024



2	Event Calendar Preparation	28/05/2024 - 21/07/2024
3	SUO Concert Preparation	06/05/2024 - 21/09/2024

ACTIVITIES TO BE STARTED

No.	Activity to be started (Brief description)
1	<i>Approaching Businesses for Sponsorships</i>
2	<i>Developing actions plans for events</i>
3	<i>Reach out to SVPRO and Campus Security regarding safety at campus life events</i>

ISSUES FOR IMMEDIATE ATTENTION CONCERNING ACTIVITIES STARTED (IF ANY)

No.	Issue for immediate attention (Brief description)	Level of emergency (High/Medium/Low)
1.		
2.		

NOTES / OTHER ISSUES THAT NEED TO BE BROUGHT TO THE OVERSIGHT COMMITTEE'S ATTENTION / HELP REQUIRED (IF ANY).

No.	Notes/Issues (Brief description)	Level of help required(if any) (High/Medium/Low)
1.		