

MINUTES

Douglas Students' Union Board of Directors
Saturday, May 13, 2017 – 10:30am • Harrison Lake Hotel

12:09 the meeting was called to order by Jenelle Davies with attendance was as follows:

Committee Members Present

Aboriginal Representative	Sahara Tom
Coquitlam Campus Director	Francis Ataiza
Director of Campus Life	Paul Wittayaworapat
Director of College Relations	Prabh Hundal
Director of External Relations	Tanysha Klassen
Director of Finance	Aran Armutlu
Director at Large	McKenzie Hutchison
Director at Large	Chandrang Makwana
Director at Large	Klyde Ouano
Disabled Students' Representative	Meredith Graham
Pride Representative	Christen McDonald
Women's Representative	Telka Pesklevits

Committee Members Absent

Staff Present

College Relations and Membership Outreach Coordinator	Tracy Ho
Executive Director	Steven Beasley
Coquitlam Organizer	Delaney Sullivan
New Westminster Office Coordinator	Ashley Gordon

Staff Present

BC Representative on the CFS National Executive	Jenelle Davies
Federation Secretary-Treasurer	Pheobe Lo Patigdas

Quorum was declared to be present.

1. ACKNOWLEDGEMENT OF TERRITORY

Davies acknowledged the territory of the Coast Salish and St'at'imc peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

17/05/13:01 MOTION

Wittayaworapat/Pesklevits
Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

17/05/13:02 MOTION

Paul/Ouano
Be it resolved that the minutes of the Board of Directors meeting held April 10, 2017 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

No standing committee reports were provided.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Davies said that the College Board had not met since the past Representative Committee meeting.

5.2 Education Council

Graham reported on the April 24 meeting of the Education Council. She said that there would be two new elected students joining the Education Council following the elections held in March/April.

5.3 General Relations with Douglas College

Beasley reported on his and Finance and Service Coordinator Roxana Matasa's meeting with Facilities Services about the process for conducting and billing for repairs and maintenance.

Armutlu reported on a meeting with Library Resources staff at which he sat on a panel and spoke about the role of the Students' Union. He noted that the Learning Centre was hiring four TESOL tutors to meet the demands of international students who were struggling with English. He said that it was reported that the Registrar's office would be launching a tool to help students track their academic pathways, and stream students into set programs.

6. CONFIDENTIAL SESSION

12:19 the meeting moved in-camera.

6.1 Report of the Labour Committee

6.2 Legal Affairs

12:21 the meeting moved ex-camera.

6.3 Motions Arising from the Confidential Session

No resolutions arose from the confidential session.

7. EXPENDITURE AND WORK REPORT APPROVALS

7.1 Capital Items

No capital items will be presented for approval.

7.2 Operational Items

No operations items will be presented for approval.

7.3 Work Reports

No work reports were presented.

8. OLD BUSINESS

8.1 Ongoing Projects

a. Food Service Improvements – Coquitlam Campus

Beasley provided an overview of the College's flow study process and said that the results of the study should be ready within the month.

b. Space Improvements – Coquitlam Campus

Beasley provided a brief overview of the past discussions with Douglas College about possible space improvements at the Coquitlam Campus.

c. Space Improvements – Students' Union Office

Beasley provided an overview of the changes to the Students' Union office and next steps for upgrading the Students' Union Lounge.

8.2 CFS Referendum Petition

Sullivan reported that on a petition to hold a referendum on membership in the Canadian Federation of Students circulated by members in the spring semester. She noted that the Students' Union had the petition notarized prior to its submission on the members' behalf. She said that process of notarization was to ensure that all the pages were accounted for and considered by the National Executive.

Beasley outlined the process of verification that would be undertaken by the National Executive.

8.3 Skills Development Symposium 2017

Ho reported on the Federation Skills Development Weekend scheduled for May 23 to 25, 2017, and provided details on the travel/accommodation plan for the meeting.

Members discussed the logistics for the Symposium.

8.4 Policy Amendments

Beasley reported that the April 10, 2017 Board of Directors meeting served first notice on amendments to Policy 10.02 and Policy 30.01. He said that both policies were set for adoption by the Board. He provided a brief overview of each policy change.

17/05/13:03 MOTION

Pesklevits/Hundal

Be it resolved that Policy 10.02, Board Sub-Committees, be adopted as amended; and

Be it further resolved that Policy 30.01, Hours of Operation, be adopted as amended.

CARRIED

9. NEW BUSINESS**9.1 Appointment of Portfolio Positions**

Davies said that the Board was mandated to conduct an election for each of the portfolio positions listed in the bylaws.

Davies asked for nominations for the position of Chairperson.

Klassen was nominated and accepted her nomination.

Davies called for further nominations and none were forthcoming. She declared Klassen elected.

17/05/13:04 MOTION

Pesklevits/Hundal

Be it resolved that Tanysha Klassen be ratified as the Chairperson for the 2017/18 term.

CARRIED

Davies asked for nominations for the position of Deputy Chairperson.

Hutchison was nominated and accepted her nomination.

Pesklevits was nominated, but declined her nomination.

Davies called for further nominations and none were forthcoming. She declared Hutchison elected.

17/05/13:05 MOTION

Pesklevits/McDonald

Be it resolved that McKenzie Hutchison be ratified as the Deputy Chairperson for the 2017/18 term.

CARRIED

Davies asked for nominations for the position of Federation Representative.

Pesklevits was nominated and accepted her nomination.

Davies called for further nominations and none were forthcoming. She declared Pesklevits elected.

17/05/13:06 MOTION

Klassen/Ataiza

Be it resolved that Telka Pesklevits be ratified as the Federation Representative for the 2017/18 term; and

Be it further resolved that Telka Pesklevits be nominated as the Representative-Local 6 Members on Executive Committee of the BC Federation of Students.

CARRIED (OPPOSED: ATAIZA)

Davies asked for nominations for the position of Staff Relations Officer.

Armutlu was nominated and accepted his nomination.

Makwana was nominated and accepted his nomination.

Davies called for further nominations and none were forthcoming. She asked each candidate to speak on their own behalf and conducted a secret ballot vote.

Armutlu was elected.

17/05/13:07 MOTION

Klassen/Ataiza

Be it resolved that Aran Armutlu be ratified as the Staff Relations Officer for the 2017/18 term; and

Be it further resolved that ballots be destroyed.

CARRIED

9.2 Appointment of Committee Members

Beasley presented a list of suggested committee appointments and asked members to discuss their suggested committee assignments.

Davies called for any comments or proposed changes to the suggested committee assignments and none were forthcoming.

17/05/13:08 MOTION

Wittayaworapat/Armutlu

Be it resolved that Pesklevits and Hutchison be appointed to the Budget and Operations Committee;

Be it further resolved that Graham be appointed to the Organizational Development Committee;

Be it further resolved that McDonald and Makwana be appointed to the Campaigns Working Group; and

Be it further resolved that Ouano and Tom be appointed to the Campus Life Working Group.

CARRIED

Beasley said that the Board was required to select a further two members to serve alongside the Staff Relations Officer on the Working Conditions/Labour Relations Committee. He described the work of the Committee.

Davies called for the nomination of two members to sit on the Working Conditions/Labour Relations Committee.

Pesklevits, Hundal, Makwana, and Ataiza were nominated and accepted their nominations.

Pesklevits withdrew her nomination.

Davies asked nominees to speak on their own behalf and a secret ballot vote was conducted.

Davies announced that Klassen received a majority of the votes cast and declared her elected.

Davies conducted a second round of balloting to select the second appointee and this balloting produced no clear winner. She conducted a third secret ballot vote between the two candidates with the most votes in the second ballot, Makwana and Ataiza.

Davies declared that Ataiza was elected on the third ballot.

17/05/13:09 MOTION

Pesklevits/Ataiza

Be it resolved that, Aran Armutlu, Francis Ataiza and Tanysha Klassen be ratified as the members of the Labour Relations and Working Conditions Committees for the 2017/18 term; and

Be it further resolved that ballots be destroyed.

CARRIED

9.3 CFS National General Meeting Delegation

17/05/13:10 MOTION

Pesklevits/Makwana

Be it resolved that Beasley, Ho, Armutlu and Klassen be delegated to attend the June 2017 CFS general meeting.

CARRIED

9.4 Douglas College Sponsorship Request – Foundation Golf Tournament

Gordon presented a proposal from Douglas College for sponsorship of a golf tournament fundraiser. She said that the College was requesting that the Students' Union provide funding for 30 volunteer lunches, and said that in the past the Students' Union only funded light refreshments.

Ho spoke about the role of the College Foundation and their financing. She said that the purpose of the Foundation and their past engagement with the Students' Union.

Members discussed the role of the Foundation and its past relationship with the Students' Union.

Hundal spoke about the challenges of creating the International Student Award and the Foundation's refusal to match funding.

Beasley spoke about the common relationships between student groups and institutional foundations. He spoke about the need to meet and re-define the relationship, as well as to put forward a financial donation that reflects a reasonable contribution for appropriate recognition.

Graham spoke about the student representation within the Foundation and the lack of agency that students have within the Foundation structure.

9.5 Douglas College Athletic Sponsorship Request – Slo-Pitch Tournament

Ho spoke about a proposal from Douglas College and the DSU Athletic Council for sponsorship of a slo-pitch tournament fundraiser. She said that the request for funds was presented as a club grant request from the Athlete's Council.

Ho provided background on the past request for funds from the Athlete's Council that involved the Students' Union providing upwards of \$3000 towards fan gear that would be sold as a fundraiser. She said that the Club was meant to pay back the Students' Union but the initiative appears to have been under-resourced by the club and much of the merchandise remains unsold.

17/05/13:10 MOTION

Armutlu/Ouano

Be it resolved that a Club Grant of \$1,000 be allocated to the Douglas College Slo-Pitch Tournament on behalf of the Athletics Council.

Hutchison noted her conflict of interest with respect to her role on the Executive of the Athlete's Council Club. She provided a brief background on the event and explained that she would not be voting.

Armutlu said that a conversation with Athletics was required. He said that there needed to be a better set of rules for these sorts of grants.

17/05/13:10 CARRIED

9.6 Schedule for May/June

The Board reviewed upcoming events.

10. OTHER BUSINESS

The meeting discussed the Disabled Students' Representative title. Members considered that the term "disabled students" was outdated and stigmatizing language that should be changed in the bylaws. The meeting expressed no objection to the use of the title "Students with Disabilities Representative" in place of the existing title until the bylaws could be updated.

The meeting discussed the use of the term Indigenous in place of Aboriginal, and it was noted that such a change would require a change to the bylaws. The Aboriginal Students' Representative was tasked with considering the merits of such a change and reporting back to the Board.

11. UPCOMING MEETINGS

The Representative Committee meeting schedule for the Summer 2017 semester is as follows:

- Monday, May 29 – 4:00pm – NWC
- Monday, June 12 – 4:00pm – COQ
- Monday, June 26 – 4:00pm – NWC
- Monday, July 10 – 4:00pm – NWC
- Monday, July 31 – 4:00pm – COQ
- Monday, August 14 – 4:00pm – NWC
- Monday, August 28 – 4:00pm – NWC

12. ANNOUNCEMENTS

No announcements were made.

13. ADJOURNMENT

17/05/13:11 MOTION

Armutlu/Wittayaworapat


Be it resolved that the meeting be adjourned.

CARRIED

14:14 the meeting adjourned.

Adopted by the Representative Committee on May 29, 2017


Tanysha Klassen, Chair


Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, May 29, 2017 – 4:00pm • Students' Union Building

16:06 the meeting was called to order by Tanysha Klassen, Chairperson, with attendance was as follows:

Committee Members Present

Coquitlam Campus Director	Francis Ataiza
Director of Campus Life	Paul Wittayaworapat
Director of College Relations	Prabh Hundal
Director of External Relations & Chairperson	Tanysha Klassen
Director of Finance & Staff Relations Officer	Aran Armutlu
Director at Large & Deputy Chairperson	McKenzie Hutchison
Director at Large	Klyde Ouano
Disabled Students' Representative	Meredith Graham
Pride Representative	Christen McDonald
Women's Representative & Federation Executive Representative	Telka Pesklevits

Committee Members Absent

Aboriginal Representative	Sahara Tom
Director at Large	Chandrang Makwana

Staff Present

College Relations and Membership Outreach Coordinator	Tracy Ho
Executive Director	Steven Beasley
Coquitlam Organizer	Delaney Sullivan

Quorum was declared to be present.

1. ACKNOWLEDGEMENT OF TERRITORY

Klassen acknowledged the territory.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

17/05/29:01 MOTION

Wittayaworapat/Pesklevits
Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

17/05/29:02 MOTION

Wittayaworapat/Pesklevits
Be it resolved that the minutes of the Board of Directors meeting held May 13, 2017 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Armutlu reported on the Committee's May 29 meeting.

Sullivan presented several clubs for ratification and provided an overview of the purpose of each proposed club.

The meeting discussed the club ratifications presented and determined that the approval of two clubs should be delayed to a future meeting so that more information can be obtained.

16:14 Tom joined the meeting.

17/05/29:03

MOTION

Pesklevits/Hutchison

Be it resolved that the PNUR Grad (May 2019) Club and the PNUR Mentorship Program Club be ratified; and

Be it further resolved that the PNUR Grad (December 2019) Club be ratified and that their approval is back-dated to February 1, 2017.

CARRIED

16:20 Makwana entered the meeting.

Beasley spoke about prospective changes to the Club Policy.

4.2 Organizational Development Committee

Hundal reported on the Committee's May 29 meeting. She said that meeting discussed the 2017/18 handbook, membership development material purchases for 2017/18, and improving the Students' Union's website.

4.3 Campaigns Working Group

Klassen facilitated a discussion of the *Students Are Voting* campaign held this past spring to encourage members to vote in the BC election.

Members expressed that strengths of the campaign included good materials, excellent volunteer engagement and work, quick data entry, and the Vote Nation tool. The meeting considered that the weaknesses of the campaign were the campaign name, the number of campaign emails, and the lack of an advanced poll on campus. It was also noted that the success of the campaign was limited by how little the major parties referenced post-secondary education during the campaign, the number of campaigns and other initiatives taken on during the spring semester, and the lack of a specific role for international students in the campaign.

16:31 Graham left the meeting.

4.4 Campus Life Working Group

No report was provided.

4.5 Executive Committee

No report was provided.

4.6 Other Committees or Councils

No report was provided.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Hundal reported on the May 2017 meeting of the College Board.

5.2 Education Council

Hundal reported on the May 2017 meeting of the Education Council.

5.3 General Relations with Douglas College

Hundal reported on the May meeting of the Senior Management Team.

Hundal reported on the Education Council orientation meeting.

Klassen noted the meeting of the Food Service Advisory Committee.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee

16:44 the meeting moved in-camera.

6.2 Legal Affairs

16:56 the meeting moved in-camera.

6.3 Motions Arising from the Confidential Session

17/05/29:04

MOTION

Armutlu/Wittayaworapat

Be it resolved that Mark Underhill of the firm Underhill, Boies Parker, Gage and Latimer, be appointed as legal counsel for various general matters, and for specific matters relating to Canadian Federation of Students.

CARRIED

7. EXPENDITURE AND WORK REPORT APPROVALS

7.1 Capital Items

17/05/29:05

MOTION

Pesklevits/Hutchison

Be it resolved that up to \$10,000 be ratified to upgrade the phone systems, including new phone units, upgraded building cabling, new software and a new router.

Beasley explained changes being made to the phone system and the intended increased operational efficiency and improved service that the changes were meant to generate.

17/05/29:05

CARRIED

7.2 Operational Items

No operations items were presented for approval.

7.3 Work Reports

No work reports were presented for information.

8. OLD BUSINESS

8.1 Ongoing Projects

a. Food Service Improvements – Coquitlam Campus

Klassen reported on the outcomes of the flow study produced by Douglas College about the food service usage and service delivery models at the Coquitlam Campus. They reported that a public version of the report would be provided to the College community in the coming month.

Members discussed Klassen's report and the outcomes of the study.

b. Space Improvements – Coquitlam Campus

No report was provided.

c. Space Improvements – Students' Union Office

No report was provided.

8.2 CFS Referendum Petition

Sullivan reported on a petition to hold a referendum on membership in the Canadian Federation of Students being circulated by members. She said that the petition was received on April 27, 2017 and that a response was due within 90 days of receipt.

8.3 Skills Development Weekend 2017

Ho reported on the symposium and reminded members in attendance to complete their session feedback forms and return them to her. She noted that the feedback was used to shape future presentations.

Members reviewed the event and discussed logistics, social and sessions. Feedback from the event was positive with sessions on media relations and strategic planning receiving the most positive feedback, and sessions on facilitation and director responsibilities were identified as the least engaging.

8.4 Douglas College Athletic Sponsorship Request – Slo-Pitch Tournament

Hutchison provided an update on a planned fundraising event in the form of a slo-pitch tournament. She said that the Board had previously decided to provide sponsorship to the event on the basis that the event was being hosted by the College. She said that the College had proceeded to support the event on the basis that it would be an event of the Athlete's Council, which as a club of the Students' Union, would make the tournament a Students' Union event.

Hutchison outlined the issues arising from having the event be a Students' Union event. She said that due to those issues, and that enrolment in the event was low, it had been postponed to September 30.

9. NEW BUSINESS**9.1 Schedule for May/June**

The Board of Directors reviewed scheduling of upcoming events for the coming months.

10. OTHER BUSINESS

Armutlu noted that he would be away for times in June and August, and that an alternate member of the Board would coordinate the collection and evaluation of Board member work reports.

Members discussed pride events scheduled throughout the summer.

11. UPCOMING MEETINGS

Klassen noted that the Board meeting schedule for the Summer 2017 semester was as follows:

- Monday, June 12 – 4:00pm – COQ
- Monday, June 26 – 4:00pm – NWC
- Monday, July 10 – 4:00pm – NWC
- Monday, July 31 – 4:00pm – COQ
- Monday, August 14 – 4:00pm – NWC
- Monday, August 28 – 4:00pm – NWC

12. ANNOUNCEMENTS

Ho reported on priority registration for the fall 2017 Douglas College semester.

13. ADJOURNMENT

17:56 the meeting was adjourned

Adopted by the Representative Committee on June 12, 2017



Tanysha Klassen, Chair

Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, June 12, 2017 – 4:00pm • Coquitlam Campus

16:06 the meeting was called to order by McKenzie Hutchison, Deputy Chairperson, with attendance was as follows:

Committee Members Present

Aboriginal Representative	Sahara Tom
Coquitlam Campus Director	Francis Ataiza
Director of Campus Life	Paul Wittayaworapat
Director of External Relations & Chairperson	Tanysha Klassen
Director at Large & Deputy Chairperson	McKenzie Hutchison
Pride Representative	Christen McDonald
Women's Representative & Federation Executive Representative	Telka Pesklevits

Committee Members Absent

Director of College Relations	Prabh Hundal
Director of Finance & Staff Relations Officer	Aran Armutlu
Director at Large	Chandrang Makwana
Director at Large	Klyde Ouano
Disabled Students' Representative	Meredith Graham

Staff Present

College Relations and Membership Outreach Coordinator	Tracy Ho
Executive Director	Steven Beasley
Coquitlam Organizer	Delaney Sullivan
Student Discount Coordinator (temporary)	Sierra Wylie

Quorum was declared to be present.

A roundtable of introductions was held.

1. ACKNOWLEDGEMENT OF TERRITORY

Hutchison acknowledged the territory.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

17/06/12:01 MOTION

Klassen/Wittayaworapat

Be it resolved that the agenda be adopted.

17/06/12:02 MOTION TO AMEND

Klassen/Pesklevits

Be it resolved that the agenda be amended to add item 9.3 ISIC Discount Solicitation.

CARRIED

17/06/12:01 CARRIED AS AMENDED

3. ADOPTION OF MINUTES

17/06/12:03 MOTION

Wittayaworapat/Ataiza

Be it resolved that the minutes of the Board of Directors meeting held May 29, 2017 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Wittayaworapat reported on the Committee's June 12 meeting.

Beasley reported on work being undertaken to improve the health and dental plan.

4.2 Organizational Development Committee

Ataiza reported on the June 12 meeting of the Committee and said that it was a working meeting during which members conducted research on other students' union websites.

4.3 Campaigns Working Group

The Working Group has not met since the past meeting of the Board.

4.4 Campus Life Working Group

The Working Group has not met since the past meeting of the Board.

4.5 Executive Committee

The Committee has not met since the past meeting of the Board.

4.6 Other Committees or Councils

No other committee reports were provided.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Hutchison reported that the College Board had not met since the past meeting of the Board of Directors.

5.2 Education Council

Hutchison reported that the Education Council had not met since the past meeting of the Board of Directors.

5.3 General Relations with Douglas College

Ho reported on the hiring process for the College Registrar. She said that members of the Executive reviewed recordings of the public presentations from the two final candidates, which were held during the Skills Development Symposium. She said that Beasley compiled three pages of feedback and provided them to the Associate Vice-President Academic, Sarah Dench.

Beasley reported on the hiring process for a new manager position in Student Services. He said that in response to recent advocacy for increased Students' Union engagement in relevant College search committees, a call for nominations for the search committee being assembled for the position had been received. He said that following a conversation between the Director of Student Services, he worked with Executive to quickly select nominees. He said that Pesklevits, Armutlu, Hundal and Ho had been nominated, and that the College would select a single representative from among those individuals.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee

Beasley provided an overview of the hiring process undertaken for the Discount Programs Coordinator.

17/06/12:04 MOTION

Telka/Francis

Be it resolved that the hiring of Sierra Wylie as the Discount Programs Coordinator be ratified.

CARRIED

6.2 Legal Affairs

Hutchison said that there was no report on legal affairs beyond matters related to the CFS national general meeting, which would be reported later in the meeting.

6.3 Motions Arising from the Confidential Session

No matters requiring a motion arose from confidential sessions.

7. EXPENDITURE AND WORK REPORT APPROVALS

7.1 Capital Items

17/05/29:05 MOTION

Ataiza/Wittayaworapat

Be it resolved that eight bulletin boards costing \$200 each plus taxes, delivery and installation be purchased for rooms 216 and 224A.

CARRIED

7.2 Operational Items

No operational items were presented for approval.

7.3 Work Reports

Board member work reports for April and May 2017 were distributed for information.

8. OLD BUSINESS

8.1 Ongoing Projects

a. Food Service Improvements – Coquitlam Campus

Klassen reported on the upcoming meeting of the College's Food Service Advisory Committee.

b. Space Improvements – Coquitlam Campus

No report was provided.

c. Space Improvements – Students' Union Office

No report was provided.

8.2 CFS Referendum Petition

Ho reported that the petition had been received by the CFS national office but that it had not yet been verified. She noted that questions about valid petitions were asked at the national general meeting, and that the representatives of the National Executive refused to provide details.

8.3 CFS National General Meeting

17/05/29:06 MOTION

Klassen/Pesklevits

Be it resolved that the meeting move in-camera with staff present.

CARRIED

16:53 the meeting moved in-camera.

17:30 the meeting moved ex-camera.

9. NEW BUSINESS

9.1 BCFS Semi-Annual General Meeting

Hutchison reported that the Federation's Semi-Annual General Meeting was scheduled to be held July 26 to 29 at Vancouver Island University.

17/05/29:07 MOTION

Wittayaworapat/Ataiza

Be it resolved that six members of the Board and one staff person be appointed delegates to the 72nd Semi-Annual BCFS General Meeting; and

Be it further resolved that the delegation include Telka Pesklevits and Delaney Sullivan.

Beasley said that Ataiza, Hundal, Hutchison, Klassen, McDonald and Tom were interested in participating in the meeting, meaning that there were six potential delegates for five remaining spaces.

Klassen suggested that the final decision on remaining delegates be deferred to the following meeting of the Board.

17/05/29:07 CARRIED

17/05/29:08 MOTION
Klassen/Pesklevits

Be it resolved that the Executive Committee be authorized to serve motions for consideration at the 72nd Semi-Annual BCFS General Meeting.

CARRIED

9.2 Pride Room Re-Organization

McDonald discussed proposed changes for the Pride Room that would update and re-purpose the space.

The Board discussed possible improvements to the Pride space.

9.3 ISIC Discount Solicitation

Sullivan introduced a strategy for acquiring a substantial increase in discounts for the ISIC programs.

Wylie asked for input from the Board on businesses to approach, and suggested that help may be needed for specific neighbourhoods and communities.

The meeting brainstormed types of businesses and individual businesses from which to seek discounts.

10. OTHER BUSINESS

No other business was presented.

11. UPCOMING MEETINGS

Hutchison reported that the meeting schedule for the Summer 2017 semester was as follows:

- Monday, June 26 – 4:00pm – NWC
- Monday, July 10 – 4:00pm – NWC
- Monday, July 31 – 4:00pm – COQ
- Monday, August 14 – 4:00pm – NWC
- Monday, August 28 – 4:00pm – NWC

12. ANNOUNCEMENTS

No announcements were made.

13. ADJOURNMENT

Hutchison announced that the meeting was adjourned.

17:54 the meeting adjourned.

Adopted by the Representative Committee on June 26, 2017


McKenzie Hutchison, Deputy Chair


Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, June 26, 2017 – 4:00pm • Students' Union Building

16:07 the meeting was called to order by McKenzie Hutchison, Deputy Chairperson, with attendance was as follows:

Committee Members Present

Aboriginal Representative	Sahara Tom
Coquitlam Campus Director	Francis Ataiza
Director at Large	Klyde Ouano
Director of Campus Life	Paul Wittayaworapat
Director of College Relations	Prabh Hundal
Director of External Relations & Chairperson	Tanysha Klassen
Director of Finance & Staff Relations Officer	Aran Armutlu
Pride Representative	Christen McDonald
Women's Representative & Federation Executive Representative	Telka Pesklevits

Committee Members Absent

Director at Large & Deputy Chairperson	McKenzie Hutchison
Director at Large	Chandrang Makwana
Disabled Students' Representative	Meredith Graham

Staff Present

College Relations and Membership Outreach Coordinator	Tracy Ho
Executive Director	Steven Beasley
Coquitlam Organizer	Delaney Sullivan
Finance and Services Coordinator	Roxana Matasa

Quorum was declared to be present.

1. ACKNOWLEDGEMENT OF TERRITORY

Klassen acknowledged the territory.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

17/06/26:01 MOTION

Wittayaworapat/Hundal
Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

17/06/26:02 MOTION

Wittayaworapat/Pesklevits
Be it resolved that the minutes of the Board of Directors meeting held June 12, 2017 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Klassen said that the Committee had not met since the past meeting of the Board.

4.2 Organizational Development Committee

Hundal provided a report on the Committee's June 26 meeting. She said that the Committee was working on redeveloping the Students' Union's website, and better utilizing the Students' Union App. She reported on work done to research other students' union websites, and that a meeting with web developers Forge and Smith was scheduled for the following day.

Hundal reviewed the App performance report provided by OOHLALA Mobile, and plans to better utilize the App in the coming year.

Members discussed the design of the App interface and categories of content.

4.3 Campaigns Working Group

17/06/26:03 MOTION

Wittayaworapat/Armutlu

Be it resolved that the following general members be appointed to the Campaigns Working Group:

- Mitchell Gamayo
- Simran Bhamra
- Matthew Rachmat
- Sonali Sharma
- Jerson Sabio

CARRIED

4.4 Campus Life Working Group

17/06/26:04 MOTION

Wittayaworapat/Pesklevits

Be it resolved that the following general members be appointed to the Campus Life Working Group:

- Joel Codoy
- Jagandeep Singh
- Harjot Sivia
- Gurbinder Gaidu
- William Pham

CARRIED

4.5 Executive Committee

No report was provided.

4.6 Other Committees or Councils

No report was provided.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Hundal reported on the June 2017 meeting of the College Board. She reported that a new Registrar was hired, and that the College Board considered the accountability plan mandated by government. She said that the meeting also considered the College's partnership with some institutions in China due to the level of English skills among the students coming to Douglas College from those institutions. She reported on the election of a new chair and vice-chair for the College Board.

5.2 Education Council

Ho reported on the June 2017 meeting of the Education Council and noted that it was the final meeting of the 2016/17 term. Ho said that the meeting received a report on the potential cancellation of the new social worker program due to the BC College of Social Worker's failure to provide approval for the new program to be offered by the College. Ho explained that the BC oversight group for the social work profession was refusing to recognize the College's ability to provide this university program. She said that the College was seeking resolution through a variety of means.

5.3 General Relations with Douglas College

i. Food Service Advisory Committee

Klassen reported that none of the Students' Union's representatives attended the meeting, but that the meeting reviewed the draft summary of the flow study that could be made public for members and College staff.

16:28 Hutchison joined the meeting.

ii. Student Conduct Manager Search Committee

Beasley said that the hiring of a Student Conduct Manager was not proceeding until further notice. He said that he would inform the Board when new information became available.

iii. Douglas College Threat Assessment Training

Sullivan reported on the threat assessment training provided to College staff, and Students' Union staff in attendance.

Ho discussed the need for the campus community to be more responsible to incidences of potential violence, and in particular, the need to identify potential indicators of escalating irregular behavior in order to prevent violence on campus.

iv. Douglas College Appeals Committee

Ho outlined the role of the Appeals Committee and the need to place students on the Committee. She described the different types of appeals filed by students, and the appeals process.

16:39 Makwana joined the meeting.

Ho suggested that two directors be selected as members of the Committee, and that Hundal not be among those selected given her other roles.

McDonald and Hutchison expressed interest in serving on the Committee.

17/06/26:05 **MOTION**

Wittayaworapat/Hundal

Be it resolved that the Hutchison and McDonald be appointed as student representatives to the Douglas College Appeals Committee;

Be it further resolved that Hundal be appointed as an alternate representative.

CARRIED

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee

No report was provided.

6.2 Legal Affairs

No report was provided.

6.3 Motions Arising from the Confidential Session

No motions were presented for consideration.

7. EXPENDITURE AND WORK REPORT APPROVALS

7.1 Capital Items

No capital items were presented for approval.

7.2 Operational Items

No operations items were presented for approval.

7.3 Work Reports

No operations items were presented for approval.

8. OLD BUSINESS

8.1 Ongoing Projects

No report was provided.

8.2 CFS Referendum Petition

Ho reported that no response from Canadian Federation of Students had been received following the April 2017 submission of a petition for a membership referendum.

8.3 BCFS Semi-Annual General Meeting

Klassen reported that the Federation's Semi-Annual General Meeting was scheduled to be held July 26 to 29 at Vancouver Island University. She said that the Board had already selected two delegates, and needed to select an additional five. She said that the following six members of the Board had previously expressed interest: Ataiza, Hundal, Hutchison, Klassen, McDonald and Tom.

The meeting discussed which of the six members was available to attend the meeting.

17/06/26:06 MOTION

Wittayaworapat/Armutlu

Be it resolved that a Ataiza, Hundal, Hutchison, Klassen, and Tom be appointed delegates to the 72nd Semi-Annual BCFS General Meeting.

CARRIED

8.4 Pride Room Re-Organization

McDonald discussed the re-organization of the Pride Room, and a series of improvements being made to the space.

17/06/26:07 MOTION

Wittayaworapat/Hundal

Be it resolved that a preliminary budget for upgrades to the Pride Room be set at \$5,000; and

Be it further resolved that upgrades include painting the space, purchasing new couches, and installing the television and other fixtures to the walls.

McDonald said that a written document outlining the changes and rational would be circulated through Slack after the meeting.

17/06/26:07 CARRIED

8.5 ISIC Discount Solicitation

Sullivan reported on progress in soliciting discounts for the ISIC program. She said that sixteen discounts had already been secured, and that a meeting with other lower mainland member local unions would occur in the following week to discuss regional discounts.

The meeting discussed the solicitation work required over the coming six weeks, and the work required of members of the Board to aid in the solicitation process in order to achieve the goal of more than fifty discounts.

9. NEW BUSINESS

9.1 Federation Executive Committee Meeting

Klassen and Armutlu reported on the Federation's June 2017 Executive Committee meeting held June 24 and 25.

Klassen reported on the 2017/18 campaigns and government relations plan, and other items discussed on the first day of the meeting.

Armutlu provided an overview of Federation service development plans, and items discussed on the second day of the meeting.

9.2 Gallivan and Associates Client Advisory Council Meeting

Matasa reported on the Gallivan Client Advisory Council Meeting held June 19 to 22, at the Fern Resort in Southern Ontario, and distributed a written outline of the Students' Union's service. She provided a background on the service, and a description of the items discussed at the conference.

Matasa noted that Beasley did not attend the event due to a health issue, and that normal discussion of the renewal did not occur in full due Beasley's absence. She said that representatives of the broker would meet with representatives of the Students' Union regarding the renewal in July.

Beasley reported on the work to negotiate revised benefits and to have the broker seek a more advantageous carrier relationship. He explained the roles of the carrier and broker, and discussed some common elements of students' union health and dental plans.

9.3 Lobby Meetings

Ho reviewed a plan to organize lobby meetings to in the next six weeks with local Members of Parliament and local Members of the Legislative Assembly. Ho outlined the directors and staff assigned to each meeting, along with the meeting dates.

9.4 Schedule for July/August (Committee of the Whole)

The Board of Directors reviewed scheduling of upcoming events and individuals' scheduled for the coming months.

10. OTHER BUSINESS

Armutlu reported on the Canadian Alliance of College and University Student Services (CACUSS) meeting he attended in June 2017.

11. UPCOMING MEETINGS

Klassen reported on that the Board of Directors meeting schedule for the Summer 2017 semester was as follows:

- Monday, July 10 – 4:00pm – NWC
- Monday, July 31 – 4:00pm – COQ
- Monday, August 14 – 4:00pm – NWC
- Monday, August 28 – 4:00pm – NWC

12. ANNOUNCEMENTS

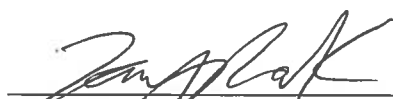
Pesklevits noted that members of the Board could apply to be Edge Leaders and that applications were currently being accepted.

13. ADJOURNMENT

Klassen said that the meeting was adjourned.

18:18 the meeting was adjourned.

Adopted by the Representative Committee on July 31, 2017


Tanysha Klassen, Chair


Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, July 10, 2017 – 4:00pm • Students' Union Building

16:14 the meeting was called to order by McKenzie Hutchison, Deputy Chairperson, with attendance was as follows:

Committee Members Present

Aboriginal Representative	Sahara Tom
Director at Large & Deputy Chairperson	McKenzie Hutchison
Director of Campus Life	Paul Wittayaworapat
Director of College Relations	Prabh Hundal
Director of External Relations & Chairperson	Tanysha Klassen
Director of Finance & Staff Relations Officer	Aran Armutlu

Committee Members Absent

Coquitlam Campus Director	Francis Ataiza
Director at Large	Klyde Ouano
Director at Large	Chandrang Makwana
Disabled Students' Representative	Meredith Graham
Pride Representative	Christen McDonald
Women's Representative & Federation Executive Representative	Telka Pesklevits

Staff Present

College Relations and Membership Outreach Coordinator	Tracy Ho
Executive Director	Steven Beasley
Coquitlam Organizer	Delaney Sullivan
Finance and Services Coordinator	Roxana Matasa

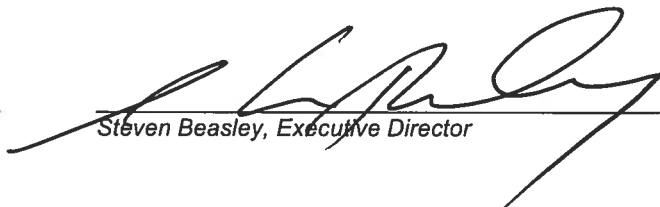
Hutchison declared that quorum was not present and that it was not likely to be achieved.

16:14 the meeting was adjourned.

Adopted by the Representative Committee on July 31, 2017



McKenzie Hutchison, Deputy Chair



Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, July 31, 2017 – 5:00pm • A1170, Coquitlam Campus

17:02 the meeting was called to order by Tanysha Klassen, Chairperson, with attendance was as follows:

Committee Members Present

Aboriginal Representative	Sahara Tom
Director at Large & Deputy Chairperson	McKenzie Hutchison
Director at Large.....	Chandrang Makwana
Director of Campus Life.....	Paul Wittayaworapat
Director of College Relations.....	Prabh Hundal
Director of External Relations & Chairperson.....	Tanysha Klassen
Director of Finance & Staff Relations Officer.....	Aran Armutlu
Disabled Students' Representative	Meredith Graham
Women's Representative & Federation Executive Representative	Telka Pesklevits

Committee Members Absent

Coquitlam Campus Director	Francis Ataiza
Director at Large.....	Klyde Ouano
Pride Representative.....	Christen McDonald

Staff Present

College Relations and Membership Outreach Coordinator.....	Tracy Ho
Executive Director	Steven Beasley
Coquitlam Organizer	Delaney Sullivan
Finance and Services Coordinator	Roxana Matasa

Klassen declared that quorum was present.

1. ACKNOWLEDGEMENT OF TERRITORY

Klassen acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

17/07/31:01 MOTION

Wittayaworapat/Pesklevits
Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

17/07/31:02 MOTION

Wittayaworapat/Hundal

Be it resolved that the minutes of the Board of Directors meeting held June 26, 2017 and July 10, 2017 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Klassen noted that the Committee met on Friday, July 7 and Friday, July 14. She said that the notes for each meeting had been distributed.

17/07/31:03 MOTION

Wittayaworapat/Hutchison

Be it resolved that the Budget and Operations Committee Notes for July 7 and July 14 be adopted.

CARRIED

17/07/31:04 MOTION
Hutchison/Pesklevits
Be it resolved that the meeting move in-camera.

CARRIED

17:06 the meeting moved in-camera.

17:21 McDonald joined the meeting.

17:25 the regular meeting resumed.

17/07/31:05 MOTION
Wittayaworapat/Armutlu
Be it resolved that Great West Life be terminated as the carrier for the student health and dental plan service;
Be it further resolved that Green Shield Canada be appointed as the carrier for the student health and dental plan for the 2017/18 year;
Be it resolved that the Budget and Operations Committee assigned to consider the benefit of appointing Green Shield as the carrier for the 2018/19 year, and empowered to confer that appointment if considered advantageous.

CARRIED

4.2 Organizational Development Committee

Hundal distributed examples of the membership outreach materials produced to-date for the 2017/18 year.

Hundal reported that a second meeting with the web developers was scheduled for the coming week.

4.3 Campaigns Working Group

Klassen reported on the Working Group meetings held on June 27 and July 21.

4.4 Campus Life Working Group

Wittayaworapat reported on the Working Group meetings held on June 27 and July 25. He reported on planning for fall 2017 events.

4.5 Executive Committee

Klassen reported that the Executive had not met since the past meeting of the Board.

4.6 Other Committees or Councils

No report was provided.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Klassen said that the College Board had not met since the past meeting of the Board of Directors.

5.2 Education Council

Klassen said that the Education Council had not met since the past meeting of the Board of Directors.

5.3 General Relations with Douglas College

Members will report on other meetings held with representatives of Douglas College.

i. Food Service Advisory Committee

Beasley said that the Committee had not met recently but reported that the Committee's Flow Study on Coquitlam Food Services was distributed to members of the Board via SLACK.

ii. Student Conduct Manager Search Committee

Beasley reported that the hiring process for a Student Conduct Manager had resumed, and that members had already been nominated at the time the initial call for nominations was first

received from the Director of Student Affairs. He said that the College would select from the three names provided by the Students' Union as possible student representatives to the process.

iii. Edge/NSO Planning Groups

Wittayaworapat reported on meetings held with College staff regarding welcome weeks, new student orientation, and the Edge. He provided an overview of events and scheduling, and highlighted changes for the 2017/18 year.

Graham reported on mature student orientation, and provided a background on the event. She said that the 2017 version of the event would be entirely online.

Members discussed the changes to mature student orientation, and noted that the changes were likely to undermine key elements of the event.

Hutchison reported on Athletes' Orientation and the opportunity for the Students' Union to host an information session at the event.

Sullivan reported on International Orientation and the Students' Union's involvement.

The Board discussed changes to the various general welcome and orientation events, and the feeling among staff and Board members that the Students' Union was being excluded from meaningful input on event planning, and limited in its role at the events to rudimentary functions.

iv. Other

Ho reported on the meeting held between Beasley, herself and Douglas College Foundation Executive Director Leanne Poon. She said that meeting reviewed opportunities for the Students' Union and Foundation to do more work together, and to improvements to collaboration between Douglas College and the Students' Union.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee

18:03 the meeting moved in-camera.

18:05 Ataiza joined the meeting.

6.2 Legal Affairs

18:49 the regular meeting resumed.

6.3 Motions Arising from the Confidential Session

17/07/31:06 MOTION

Wittayaworapat/Armutlu

Be it resolved that the agreement with Gallivan and Associates (People Corporation), effective August 1, 2017 to August 31, 2020, be approved, replacing any existing agreements between the Students' Union and Gallivan and Associates.

CARRIED

17/07/31:07 MOTION TO RECESS

Hutchison/Graham

Be it resolved that the meeting recess for ten minutes.

CARRIED

18:50 the meeting recessed.

19:05 the meeting resumed.

7. EXPENDITURE AND WORK REPORT APPROVALS

7.1 Capital Items

17/07/31:08 MOTION

Wittayaworapat/Pesklevits

Be it resolved that \$1,500 be allocated to the removal of kitchen equipment and construction of a new temporary wall to replace the kitchen gate; and,

Be it further resolved that the liquidation of kitchen equipment and fixtures be ratified.

Beasley provided an overview of the process to de-commission the kitchen equipment, sell the valuable assets, and prepare the space for renovation.

17/07/31:08 CARRIED

17/07/31:09 MOTION

Wittayaworapat/Hutchison

Be it resolved that a Xerox 8055 be purchased for a cost of \$5,800 plus taxes to replace the leased Xerox 7655; and,

Be it further resolved that the lease on the Xerox Phaser 3635 be bought out for a cost of \$477 plus tax.

CARRIED

7.2 Operational Items

No operations items will be presented for approval.

7.3 Work Reports

Armutlu reported that the June work reports would be presented at the following meeting along with the report from July.

8. OLD BUSINESS

8.1 CFS Referendum Petition

Ho reported on a petition to hold a referendum on membership in the Canadian Federation of Students circulated by members in the spring 2017. She said that the petition was submitted to the CFS National Executive more than 90 days past, and the CFS bylaws provide that the National Executive provide a response to a petition within 90 days of its receipt. Ho said that she would recommend consulting legal counsel on next steps given the National Executive's latest breach of its bylaws.

Members discussed the necessary course of action and supported obtaining legal advice.

8.2 BCFS Semi-Annual General Meeting

Pesklevits reported on the 72nd Semi-Annual General Meeting held July 26 to 29, 2017. She outlined workshops held at the meeting, and decisions made by members.

8.3 Pride Room Re-Organization

McDonald said that there was no update on the re-organization of the Pride Room, and that additional work on the project would begin in the coming weeks.

8.4 ISIC Discount Solicitation

Sullivan reported on progress in soliciting discounts for the ISIC program. She said that forty discounts were already secured with all paperwork submitted to the Federation. She said more discounts were in progress.

Members discussed discount solicitation in Surrey.

8.6 Lobby Meetings

Ho reported on meetings held with Members of Parliament Peter Julien, Kennedy Stewart, Sukh Dhaliwal and Ron McKinnon. She said that the meetings were productive and informative. She said that the meeting with Peter Julien ended with the MP suggesting that the Students' Union do more work on climate change. She said that the meeting with Ron McKinnon was quite positive, and that

the MP seemed supportive on a range of progressive issues. She said that the Students' Union's representatives pushed McKinnon on these issues due to the lack of follow through by the Liberal government on key issues like electoral reform and Aboriginal education.

Beasley provided an overview of meetings held with Kennedy Stewart and Sukh Dhaliwal. He said that both meetings indicated that the federal government was weak on English as-a-second Language funding, and that more work should be done to raise the profile of that issue.

9. NEW BUSINESS

9.1 Club Policy

17/07/31:10 MOTION

Wittayaworapat/Pesklevits

Be it resolved that the first reading and notice of motion be served on amendments to the Club Policy.

An overview of the new policy was provided.

17/07/31:10 CARRIED

9.2 BC Wildfire Fundraising

Klassen said that on July 18 and 19 the Students' Union raised more than \$1,400 for donation to the Red Cross in support of the BC wildfire relief fund. She said that the Board was required to ratify the matching funds committed at the past meeting of the Board, which were informally committed at the non-quorate meeting of the Board held July 10.

17/07/31:11 MOTION

Wittayaworapat/Pesklevits

Be it resolved that \$1,600 be donated to the Red Cross in support of the BC Wildfire Relief Fund.

CARRIED

9.3 Schedule for August (Committee of the Whole)

19:36 the meeting moved into committee of the whole.

19:39 the regular meeting resumed.

10. OTHER BUSINESS

McDonald reported on the *Fight Isn't Over: Stonewall and Beyond* event, which had an attendance of approximately 50 people. She said the event was very positive and well received by participants.

11. UPCOMING MEETINGS

Klassen said that the Board meeting schedule for the Summer 2017 semester was as follows:

- Monday, August 21 – 4:00pm – NWC
- Monday, August 28 – 4:00pm – NWC

12. ANNOUNCEMENTS

Klassen announced that Federation members would be participating in the Vancouver Pride Parade on August 6 as part of the BC Federation of Labour's multi-union float.

13. ADJOURNMENT

19:46 the meeting was adjourned.

Adopted by the Representative Committee on August 21, 2017



Tanysha Klassen, Chair



Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, August 21, 2017 – 4:00pm • Students' Union Building

16:07 the meeting was called to order by Tanysha Klassen, Chairperson, with attendance was as follows:

Committee Members Present

Aboriginal Representative	Sahara Tom
Director of Campus Life.....	Paul Wittayaworapat
Director of College Relations.....	Prabh Hundal
Director of External Relations & Chairperson.....	Tanysha Klassen
Director at Large.....	Klyde Ouano
Director at Large & Deputy Chairperson	McKenzie Hutchison
Disabled Students' Representative	Meredith Graham
Pride Representative.....	Christen McDonald
Women's Representative & Federation Executive Representative	Telka Pesklevits

Committee Members Absent

Director of Finance & Staff Relations Officer.....	Aran Armutlu
Director at Large.....	Chandrang Makwana
Coquitlam Campus Director	Francis Ataiza

Staff Present

College Relations and Membership Outreach Coordinator	Tracy Ho
Executive Director	Steven Beasley
Coquitlam Organizer	Delaney Sullivan

Klassen declared that quorum was present.

1. ACKNOWLEDGEMENT OF TERRITORY

Klassen acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

17/08/21:01 MOTION
Pesklevits/Hutchison
Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

17/08/21:02 MOTION
Graham/Hutchison
Be it resolved that the minutes of the Board of Directors meeting held July 31, 2017 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

No report was provided.

4.2 Organizational Development Committee

Hundal reported on the work of the Committee and highlighted work undertaken to secure a firm to design a new web platform for the organization.

4.3 Campaigns Working Group

Klassen reported on the work of the Working Group, and discussions held at the Group's August 4, 2017 meeting. They highlighted plans to promote campaigns at coming welcome events and the

2017 Edge events. They reported on the development of the campaigns plan and campaigns that would be promoted in the fall 2017 semester.

4.4 Campus Life Working Group

Wittayaworapat reported on the work of the Working Group and plans for welcome events, which were collectively titled "Get Back to the Grind."

4.5 Executive Committee

Klassen reported that the Executive had not met since the past meeting of the Board.

4.6 Other Committees or Councils

Klassen reported on a meeting held among the Constituency Representatives on the Board to plan events and advocacy work for the year. They said that the plans included both on- and off-campus activities, and an Equity Day to promote Collectives outside of club days.

Pesklevits reported on planned coffee house events for the Women's Collective.

Graham reported on the launch of the Students with Disabilities Collective, and work to change the location of the smoking area in Coquitlam, which overlaps with the accessible pathway across the campus.

McDonald reported on a plan to conduct Queer American Sign Language workshops.

Tom reported on plans to host an Indigenous students welcome event, and work to host *Reconcilliation* events.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Klassen said that the College Board had not met since the past meeting of the Board of Directors.

Pesklevits reported on the College Board orientation held in the past month, and noted that there were two vacancies in the Board's membership.

5.2 Education Council

Klassen said that the Education Council had not met since the past meeting of the Board of Directors.

5.3 General Relations with Douglas College

i. Joint Operations Committee

Beasley reported that a meeting of the Joint Operations Committee would be held in the coming week.

ii. Food Service Advisory Committee

Klassen said that the Committee had not met since June and that there was no report.

iii. Student Conduct Manager Search Committee

Hundal, the student representative on the Search Committee, reported on the hiring process. She said interviews would be scheduled in the coming week.

iv. Edge/NSO Planning Groups

Graham reported on her involvement in Mature Student Orientation.

Klassen and Wittayaworapat reported on planning for the Students' Union's participation in Edge, and specifically the Students' Union's Edge station.

Members discussed concerns about the limited participation in Edge and other welcome events.

v. Douglas College Faculty Association (DCBA)

Hundal reported on a meeting held with Executive Members of the DCBA. She said that meeting discussed the campaign to make ABE free, the campaign to promote open education resources, and planned campaigns of the Students' Union and Federation. She said that the meeting also discussed the relationships of the Students' Union and Faculty Association with the Board of Governors.

16:36 Makwana joined the meeting.

vi. Other

Meeting with the Office of the Registrar

Beasley reported on meeting with the College Registrar and Associate Registrar about the application of Students' Union fees. He said that he put forward a request to amend the existing system to have the health and dental fees applied to all new students beginning in the January semester. He reported that the meeting also discussed the application of other Students' Union fees and that he put forward a request to the Office of the Registrar that they ensure that all fees were being collected appropriately. He noted that there was no reason to believe the fees were not being collected appropriately, but noted that such an assessment should occur from time-to-time. Beasley reported on the collection of fees from Adult Basic Education students, whose fee collection was being changed due to the new tuition-free mandate.

Meeting with the Campus Career Centre

Beasley reported on a coming meeting with staff from the Campus Career Centre that will discuss the possibility of the Students' Union working with the Centre to help promote options for transition from Douglas College to the work world, or other pathways.

6. CONFIDENTIAL SESSION

16:46 the meeting moved in-camera.

6.1 Report of the Labour Committee

6.2 Legal Affairs

17:48 the regular meeting resumed.

6.3 Motions Arising from the Confidential Session

No items arose from the confidential session that required a resolution.

7. EXPENDITURE AND WORK REPORT APPROVALS

7.1 Capital Items

No capital items were presented for approval.

7.2 Operational Items

No operational items were presented for approval.

7.3 Work Reports

No work reports were presented.

8. OLD BUSINESS

8.1 Pride Room Re-Organization

McDonald said that work was ongoing on the Pride Room Re-organizing and that she and Beasley would be looking at new furniture in the coming week.

8.2 ISIC Discount Solicitation

Sullivan reported that 58 local discounts had been solicited for the ISIC program, and that Wylie's last day was in the following week.

8.3 Lobby Meetings

Ho reported that in the past month there had been no movement on the organization of a meeting with multiple government MLAs across the region. She said that this option was no longer likely, and that individual meetings with local MLAs would be organized in place of a group meeting.

8.4 Lounge Renovations

Beasley reported on work being undertaken to prepare the SUB Upper Lounge for renovation. He said that major kitchen equipment had been removed and that he was working to prepare for design and planning work.

8.5 Club Policy

The meeting will consider amendments to the club policy. The Board will be asked to confirm their approval for the amendments, after which the new policy will be provided to existing clubs for comment and feedback prior to final approval.

17/08/21:03 MOTION
Pesklevits/McDonald

Be it resolved that second reading be served on amendments to the Policy 40.02, Club Administration, and that the changes be emailed to clubs for feedback.

CARRIED

8.6 CFS Petition

Klassen reported that a petition to initiate a referendum on membership had been submitted to the CFS in April 2017 and that no response had been received from the National Executive beyond acknowledgement of receipt.

9. NEW BUSINESS

9.1 Students' Union Financial Aid

Beasley reported on discussions with the College Foundation regarding the Students' Union's student financial aid funds, and their associated terms of reference. He said that some amendments to the terms were required, and that those would be presented at a subsequent meeting.

9.2 DSU Crew Orientations

Klassen reported on the recent volunteer orientations held for members of the DSU Crew to ensure that volunteers were prepared to help with September events.

9.2 Schedule for September

The Board discussed the schedule of events for September 2017, and the associated work schedule.

10. OTHER BUSINESS

No other business was presented.

11. UPCOMING MEETINGS

Klassen said that the final Board meeting for Summer 2017 semester was Monday, August 28 at 4:00pm at the Students' Union Building.

12. ANNOUNCEMENTS

Klassen made a series of announcements.

13. ADJOURNMENT

Klassen declared that the meeting was adjourned.

18:17 the meeting was adjourned

Adopted by the Representative Committee on August 28, 2017


Tanysha Klassen, Chair


Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, August 28, 2017 – 4:00pm • Students' Union Building

16:09 the meeting was called to order by McKenzie Hutchison, Deputy Chairperson, with attendance was as follows:

Committee Members Present

Coquitlam Campus Director	Francis Ataiza
Director of Campus Life	Paul Wittayaworapat
Director of College Relations	Prabh Hundal
Director of Finance & Staff Relations Officer	Aran Armutlu
Disabled Students' Representative	Meredith Graham
Director at Large & Deputy Chairperson	McKenzie Hutchison
Pride Representative	Christen McDonald
Women's Representative & Federation Executive Representative	Telka Pesklevits

Committee Members Absent

Aboriginal Representative	Sahara Tom
Director of External Relations & Chairperson	Tanysha Klassen
Director at Large	Chandrang Makwana
Director at Large	Klyde Ouano

Staff Present

Campus Life Coordinator	Deepa Singh
College Relations and Membership Outreach Coordinator	Tracy Ho
Coquitlam Organizer	Delaney Sullivan
Executive Director	Steven Beasley
Finance and Service Coordinator	Roxana Matasa
Office Coordinator	Ashley Gordon

Klassen declared that quorum was present.

1. ACKNOWLEDGEMENT OF TERRITORY

Hutchison acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

17/08/28:01 MOTION

McDonald/Wittayaworapat
Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

17/08/28:02 MOTION

Pesklevits/Ataiza

Be it resolved that the minutes of the Board of Directors meeting held August 21, 2017 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Hutchison reported that the Committee had not met since the past meeting of the Board.

4.2 Organizational Development Committee

Hundal reported on the Committee meeting held August 28, 2017. She summarized discussions on the selection of a firm to redevelop the Students' Union's web site, and outlined the expanded functionality the new site would feature. She outlined the two proposals obtained and detailed

branding changes that would coincide with the web development. She said that upon review, the Forge and Smith proposal was deemed superior, and she outlined the rationale used to make that determination. She said that work was undertaken to lower the quoted price from Forge and Smith, and their final quote was \$19,700.

16:12 Klassen joined the meeting.

17/08/28:03 MOTION

Armutlu/Graham

Be it resolved that a budget of \$20,000 be established for the redevelopment and expansion of the Students' Union's website and online presence.

CARRIED

17/08/28:04 MOTION

Pesklevits/Armutlu

Be it resolved that a budget of \$2,500 be allocated for the redevelopment of the Students' Union's brand and visual identity.

CARRIED

4.3 Campaigns Working Group

Klassen reported that the Working Group would meet on Friday, and that a campaign plan for the year had been developed. They reported on the central elements of the campaigns plan and promotion of campaigns of the Students' Union, including Collective campaigns.

Ho provided an overview of the campaigns planned for the 2017/18 year, and reported on the individual campaigns featured on the Students' Union's website.

16:25 Tom joined the meeting.

16:31 Makwana and Ouano joined the meeting.

Graham reported on the planned work of the Students' with Disabilities Collective, and specifically the goal of having the smoking area in Coquitlam moved away from the campus access pathway.

McDonald reported on plans for the Pride Collective in the coming year. She noted specifically the goal of holding workshops on Queer ASL (American Sign Language) and plans for Coming Out Days.

Pesklevits reported on the Women's Collective's plan to continue with regular coffee houses, and said that they would be held at both campuses in the future. She noted other planned work for the year, including work on the Let's Get Consensual campaign and the organization of self-defense workshops.

The meeting discussed planned increases to international student tuition fees for 2017, and confusion about increased planned in 2018/19 and 2019/20. It was noted that the College had previously planned to increase these fees by 9.4%, but a letter had recently been sent to some international students saying that no fee increases would occur in the coming two years.

4.4 Campus Life Working Group

Wittayaworapat will report on the work of the Working Group.

4.5 Executive Committee

Hutchison said that the Executive had not met since the past meeting of the Board.

4.6 Other Committees or Councils

No report was provided.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Hutchison said that the College Board had not met since the past meeting of the Board of Directors.

5.2 Education Council

Hutchison said that the Education Council had not met since the past meeting of the Board of Directors.

5.3 General Relations with Douglas College

i. Joint Operations Committee

Beasley reported that the Joint Operations Committee was scheduled to meet on August 31.

ii. Student Conduct Manager Search Committee

Hundal reported on the deliberations of the Student Conduct Manager Search Committee, and noted that there was little to report due to the confidentiality requirements. She noted that the short list of candidates had been made, and that interviews were scheduled for later in the week.

iii. Edge/NSO Planning Groups

Singh presented on planned orientation and welcome events for August and September 2017. She noted plans for Edge and Athletes' Orientation specifically, and reported on the all-ages dance party scheduled for Friday, September 8, 2017.

iv. Other

Beasley reported on a meeting held with the Campus Career Centre about plans to organize workshops and other support mechanisms for students seeking to transition out of Douglas College.

6. CONFIDENTIAL SESSION

16:56 The meeting moved in-camera with board members and staff present.

6.1 Report of the Labour Committee

6.2 Legal Affairs

The meeting will discuss CFS' failure to uphold Douglas students' membership rights, and the draft amendments to the club policy.

17:20 the regular meeting resumed.

6.3 Motions Arising from the Confidential Session

17/08/28:05 **MOTION**
Klassen/Hundal

Be it resolved that the hiring of Marissa Martin and Sarah Long be ratified.

CARRIED

7. EXPENDITURE AND WORK REPORT APPROVALS

7.1 Capital Items

No capital items were presented for approval.

7.2 Operational Items

No operations items were presented for approval.

7.3 Work Reports

Armutlu presented work reports for the periods of May to July 2017.

8. OLD BUSINESS

8.1 Pride Room Re-Organization

McDonald reported on the re-organization of the Pride Room and the purchase of new furnishings for the space.

8.2 ISIC Discount Solicitation

Sullivan reported on progress in soliciting discounts for the ISIC program. She said that a total of 58 discounts were solicited, and that Discount Coordinator Sierra Wylie created both promotional materials and a final report with advice for next year.

8.3 Lobby Meetings

No report was provided.

8.4 Lounge Renovations

Beasley will provide an update on work being undertaken to prepare the SUB Upper Lounge for renovation.

8.5 Club Policy

- 17/08/28:06 MOTION**
Klassen/Wittayaworapat
Be it resolved that Policy 40.02 be adopted as amended.
CARRIED (UNANIMOUS)

9. NEW BUSINESS

9.1 Students' Union Financial Aid

Beasley reported on discussions with the Douglas College Foundation regarding the Students' Union's student financial aid funds, and their associated terms of reference.

The meeting discussed financial aid for international students, board member eligibility for financial aid funds, and the process for assessing financial need, especially for international students.

- 17/08/28:07 MOTION**
Wittayaworapat/Ataiza
Be it resolved that Procedures 40.01-01 through 40.01-05 be adopted as amended.
CARRIED

9.2 Schedule for September

The Board reviewed the upcoming schedule of events and schedule of board members, staff and volunteers assigned to those events.

10. OTHER BUSINESS

Ho said that the Vancouver Sun was seeking student stories about housing shortages and student debt issues. She invited anyone who had applicable examples to contact her and be referred to the journalist writing the story.

Klassen reported on a meeting with New Westminster Mayor Jonathan Côté and Counsellor Jaimie McEvoy about improving relationships between the Students' Union and City, and how to get student more involved in municipal politics.

11. UPCOMING MEETINGS

Hutchison said that the Board meeting schedule for the Fall 2017 semester was as follows:

- Monday, September 11, 4:30pm – NWC
- Monday, September 18, 4:30pm – COQ
- Monday, October 2, 4:30pm – NWC
- Monday, October 16, 4:30pm – NWC
- Monday, October 30, 4:30pm – COQ
- Monday, November 6, 4:30pm – NWC
- Monday, November 27, 4:30pm – COQ
- Monday, December 11, 4:30pm – NWC

12. ANNOUNCEMENTS

Sullivan made logistical announcements regarding dinner after the meeting.


Wittayaworapat asked that if members of the Board had free time in the coming week, their help was needed in preparing for the Students' Union's Edge station.

13. ADJOURNMENT

18:11 the meeting was adjourned.

Adopted by the Representative Committee on September 11, 2017


McKenzie Hutchison, Deputy Chair


Steven Beasley, Executive Director