

MINUTES

Douglas Students' Union Board of Directors
Monday, May 3, 2018 – Board Orientation

11:48 the meeting was called to order by BC Federation of Students Secretary-Treasurer Pheobe Lo Patigdas with attendance as follows:

Committee Members Present

Aboriginal Students' Representative	Sahara Tom
Coquitlam Campus Director	Francis Ataiza
Director of Campus Life	Paul Wittayaworapat
Director of College Relations	Telka Pesklevits
Director of Finance	McKenzie Hutchison
Director of External Relations	Tanysha Klassen
Director at Large	Joel Codoy
Director at Large	Mitchell Gamayo
Director at Large	Abby Mitro
Director at Large	Klyde Ouano
Students with Disabilities Representative	Alicia Wotherspoon
Pride Representative	Melissa Chirino
Women Students' Representative	Aahalee Bandyopadhyay

Staff Present

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

Others Present

Federation Campaign Coordinator	Amal Alhuwayshil
Federation Researcher	Laura Celeste
Federation Secretary-Treasurer	Phoebe Lo Patigdas

Lo Patigda declared that quorum was present.

1. ACKNOWLEDGEMENT OF TERRITORY

Lo Patigdas acknowledged the territory of the Lil'wet peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

18/05/03:01 MOTION

Ataiza/Bandyopadhyay
Be it resolved that the agenda be adopted.

CARRIED

18/05/03:02 MOTION

Wittayaworapat/Hutchison
Be it resolved that Melissa Chirino be granted a leave of absence from May 13 to August 12, 2018.

The meeting discussed the rules for leaves of absences.

CARRIED

3. ADOPTION OF MINUTES

18/05/03:03 MOTION

Pesklevits/Gamayo
Be it resolved that the minutes of the Board of Directors meeting held April 23, 2018 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

No reports were provided.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Pesklevits reported that no meeting of the College Board had occurred.

5.2 Education Council

Hutchison reported on the April 23 meeting of the Education Council. She noted the issues related to Faculty Education Committees, and how those bodies operate without congruity with each other, nor under the principles of academic governance. She said that the meeting considered a motion to strike an ad hoc committee to review the structure, which failed. She said that the next meeting of Education Council would select a new chair and vice-chair.

5.3 SMT Meeting and Joint Operations Committee

No report was provided.

5.4 General Relations with Douglas College

Klassen reported on the purpose of the agenda item for the benefit of new directors.

Hutchison reported on the Education Council Policy Committee, and consideration of the policies dealing with English language requirements and standards.

Codoy reported on meetings with Office for New Students regarding online orientation and its future.

Beasley reported on the move of orientation planning from the Office for New Students to Student Engagement.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee

No report was provided.

6.2 Legal Affairs

Beasley reported on the official notice of expulsion provided by three members of the National Executive. He reported that the letter had been referred to legal counsel. He expressed concerns about the process being manipulated by member of the National Executive, and that there was little security for BC member locals in the process. He said that though was potentially a final solution to CFS' problem with BC members, it was a method by which CFS never had to deal with the issues raised by BC members. Rather than dealing with the allegations of corruption and harassment, it was simply going to expel the locals raising those issues.

6.3 Motions Arising from the Confidential Session

No resolutions were arising.

7. OLD BUSINESS

No old business was presented.

8. NEW BUSINESS

8.1 Appointment of Portfolio Positions

Patigdas said that the board would undertake an internal election process to appoint members to portfolio positions.

Patigdas called for nominees for the position of Staff Relations Officer.

Ataiza nominated Wittayaworapat.

No other nominations were presented.

18/05/03:04 MOTION

Ouano/Hutchison

Be it resolved that Wittayaworapat be appointed as Staff Relations Officer.

CARRIED

Patigdas called for nominations for the position of BC Executive Representative.

Wittayaworapat nominated Hutchison.

No other nominations were presented.

Beasley noted that the motion would be in the format required by the Federation.

18/05/03:05 MOTION

Ataiza/Codoy

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

CARRIED

Patigdas called for nominations for the position of Chairperson.

Pesklevits nominated Klassen.

No other nominations were presented.

18/05/03:06 MOTION

Bandyopadhyay/Ouano

Be it resolved that Klassen be appointed as Chairperson.

CARRIED

Patigdas called for nominations for the position of Deputy Chairperson.

Klassen nominated Tom.

No other nominations were presented.

18/05/03:06 MOTION

Mitro/Gamayo

Be it resolved that Tom be appointed as Deputy Chairperson.

CARRIED

8.2 Appointment of Committee Members

Patigdas reported that the incoming Executive had a list of recommended committee appointments.

Klassen presented a recommended list of committee appointments.

18/05/03:07 MOTION

Tom/Wotherspoon

Be it resolved that Codoy and Bandyopadhyay be appointed to the Budget and Operations Committee;

Be it further resolved that Gamayo and Wotherspoon be appointed to the Organizational Development Committee;

Be it further resolved that Tom and Mitro be appointed to the Campaigns Working Group;

Be it further resolved that Ouano and Chirino be appointed to the Campus Life Working Group; and

Be it further resolved that Wittayaworapat, Ataiza and Hutchison be appointed to the Labour Relations Committee.

CARRIED

10. OTHER BUSINESS

No other business was presented.

11. UPCOMING MEETINGS

Klassen noted that there were some conflicts with the meeting schedule as set out. They said that meeting dates would be reviewed at the coming meeting.

12. ANNOUNCEMENTS

Pesklevits said that a group photo would be taken before staff and directors departed the orientation venue.

Klassen noted that international orientation was on the following day, and that those scheduled should consult their requirements. They suggested that new members should attend the office on the following day to organize their emails, slack accounts, calendars, keys and computer access.

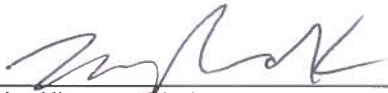
Sullivan reported that the following week was welcome week, and that assistance was needed with tabling. She encouraged members to provide her their schedules.

Klassen thanked participants from the Federation for being part of the 2018 orientation sessions.

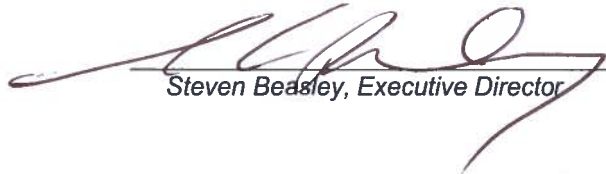
13. ADJOURNMENT

12:16 the meeting adjourned.

Adopted by the Representative Committee on May 14, 2018



Tanysha Klassen, Chair



Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, May 14, 2018 – 4:30pm • Students' Union Building

16:34 the meeting was called to order by Tanysha Klassen, Chairperson, with attendance as follows:

Board Members Present

Aboriginal Students' Representative	Sahara Tom
Coquitlam Campus Director	Francis Ataiza
Director of Campus Life.....	Paul Wittayaworapat
Director of College Relations.....	Telka Pesklevits
Director of Finance	McKenzie Hutchison
Director of External Relations.....	Tanysha Klassen
Director at Large.....	Joel Codoy
Director at Large.....	Mitchell Gamayo
Director at Large.....	Abby Mitro
Director at Large.....	Klyde Ouano
Students with Disabilities Representative.....	Alicia Wotherspoon
Women Students' Representative.....	Aahalee Bandyopadhyay

Board Members Absent

Pride Representative.....	Melissa Chirino (on leave)
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Staff Present

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

Klassen declared that quorum was present.

1. ACKNOWLEDGEMENT OF TERRITORY

Chairperson Klassen acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

18/05/14:01 MOTION

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

CARRIED

3. ADOPTION OF MINUTES

18/05/14:02 MOTION

Ataiza/Bandyopadhyay
Be it resolved that the minutes of the Board of Directors meeting held May 3, 2018 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Hutchison reported on the work of the Committee since the past meeting.

Beasley presented two design expenses for ratification and explained that one was for a new logo to represent the Douglas Students App, and the other for the cover of the 2018/19 handbook.

18/05/14:03 MOTION

Pesklevits/Mitro

Be it resolved that \$1890 be approved for design of a the OOHLALA custom app logo; and

Be it further resolved that \$882 be approved for design of the 2018/19 handbook cover.

CARRIED

Beasley reported on fee corrections made to the Students' Union's fee collection schedule. He said that the Students' Union's base fee was scaled in a way that did not appear to arise from any decision of the Students' Union. He said that more work was needed to understand the origin of the existing system. He said that he and Matasa would undertake a review of fee collection rules and regulations.

4.2 Organizational Development Committee

No report was provided.

4.3 Campaigns Working Group

Klassen reported on the recruitment of general members to participate in the Working Group.

4.4 Campus Life Working Group

Wittayaworapat said that a meeting would occur on the following day to plan for summer 2018 events.

4.5 Other Committees, Collectives or Councils

Klassen reported that they would undertake Pride work during Chirino's summer absence. They reported on upcoming tabling and a Collectives' welcome event to occur later in the month.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Pesklevits reported that work was ongoing to support the move into the Anvil Center. She said that a Board committee had met earlier in the week regarding an increase to the resources allocated to the renovation of the new space.

5.2 Education Council

Hutchison reported that the next meeting of the Council would be May 28, and that a new chair of Education Council would be selected.

5.3 SMT Meeting and Joint Operations Committee

No report was provided.

5.4 General Relations with Douglas College

Pesklevits reported on the Printing Working Group, a body gathered to examine how to reduce paper use and printing at the College.

Ho reported on work with the College on a speaker and film series September regarding gender violence. She provided an outline of the series, titled *Shift*, from the College's event description, and outlined a number of the films being screened. Ho said that the Students' Union had been invited to provide feedback and advise on how to make the event series more inclusive and inviting.

17:00 Mitro left the meeting.

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 matters were arising from the confidential sessions that required action.

7. OLD BUSINESS

7.1 Correspondence with CFS Regarding Petition and De-certification

Beasley reported on communications with CFS regarding the verification of the April 2017 petition

submitted to the National Executive as part of the decertification process. He said that the student list was sent to CFS on March 20, 2018, and that CFS had the list for 55 days without providing a response regarding the validity of the petition. He said that no communication had been received from CFS regarding the membership status of Douglas Students' Union except for a letter informing the member local that an expulsion vote was scheduled to occur at the coming general meeting.

7.2 Orientation 2018

Sullivan reported on the Students' Union's 2018 board orientation.

Members discussed the event and provided feedback.

7.3 Policy Amendment – Health and Dental Plan

Klassen reported that at its past meeting, the Board postponed final adoption of proposed Policy 40.06 to allow for staff review. They said that staff had now reviewed the proposed policy and provided a number of suggested changes. They said staff were recommending that the Board adopt the proposed amendments as part of a second first reading, allowing another notice period for the policy to be reviewed by the Students' Union's service providers.

18/04/23:04 MOTION

Hundal/Pesklevits

Be it resolved that Policy 40.06 be adopted.

18/05/14:04 MOTION TO AMEND

Ouano/Aahalee

Be it resolved that Motion-18/04/23:04 be amended to read:

"Be it resolved that first reading and notice of motion be served on Policy 40.06 as amended."

CARRIED

18/04/23:04 CARRIED AS AMENDED

8. NEW BUSINESS

8.1 Appeals Committee Appointments

Klassen said that the Board needed to select members to participate on Douglas College appeal committees as student representatives.

Ho provided an overview of the role of the Douglas College Appeal Committee, and the role of the Students' Union in appointing student members to the committee. Ho suggested that two directors be selected to serve, along with the Director of College Relations.

Wittayaworapat nominated Ataiza.

No other nominees came forward.

18/05/14:05 MOTION

Aahalee/Ouano

Be it resolved that Ataiza be appointed to the Douglas College Appeals Committee;

Be it further resolved that Pesklevits and a Board member to be selected in the future serve as an alternate student representative to the Douglas College Appeals Committee.

CARRIED

8.2 Chamber of Commerce

Beasley presented a proposal to have the Students' Union join the New Westminster Chamber of Commerce.

17:27 Former Director Prabh Hundal joined the meeting.

18/05/14:06 MOTION

Pesklevits/Wittayaworapat

Be it resolved that the Students' Union join the New Westminster Chamber of Commerce.

CARRIED

8.3 Handbook Order Increase

Klassen said that the Board needed to ratify an increase to the 2018/19 handbook order due to increased demand in the 2017/18 year.

18/05/14:07 MOTION
Aahalee/Ataiza

Be it resolved that an additional 500 handbooks be ordered for the 2018/19 year.

CARRIED

8.4 Legal Assistance Service

Beasley asked the Board to consider adding the Federation's legal assistance service for members on the Students' Union's health and dental plan. He said that the service cost is \$0.15 per student per month, which would totally approximately \$12,000 for the 6500 students on the plan. He said that the service provided unlimited access to telephone legal advising, and a 25% discount on face-to-face legal services provided by a network of legal professionals.

Members discussed the service and potential for the Students' Union to participate.

18/05/14:08 MOTION
Wittayaworapat/Ataiza

Be it resolved that a contract be entered with Sykles Legal Services to provide free legal assistance to those members participating in the health and dental plan for the 2018/19 year.

CARRIED

8.5 Schedule for Summer Semester (Committee of the Whole)

The Board discussed the schedule of events for May and June 2018, and the associated work schedule.

9. OTHER BUSINESS

No other business was presented.

10. UPCOMING MEETINGS

Klassen reported on changes to the meeting time and location due to directors taking classes during the board meeting time slot. They said that accordingly, the Board was scheduled to meet at 5:30pm on the following days in the Summer 2018 semester:

- Monday, May 28 – COQ
- Monday, June 18 – NWC
- Monday, June 25 – COQ (if needed)
- Monday, July 9 – COQ
- Monday, July 23 – NWC
- Monday, August 13 – COQ
- Monday, August 27 – NWC

11. ANNOUNCEMENTS

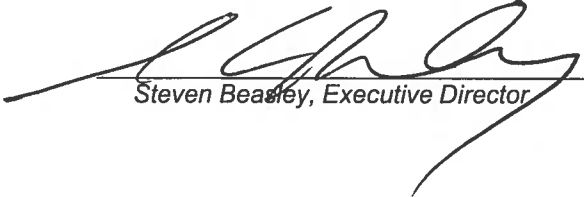
No announcements were made.

12. ADJOURNMENT

18:02 the meeting was adjourned.

Adopted by the Representative Committee on May 28, 2018


Tanysha Klassen, Chair


Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, May 28, 2018 – 5:30pm • A1130 Coquitlam

17:28 the meeting was called to order by Tanysha Klassen, Chairperson, with attendance as follows:

Board Members Present

Director of Campus Life.....	Paul Wittayaworapat
Director of College Relations.....	Telka Pesklevits
Director of External Relations.....	Tanysha Klassen
Director at Large.....	Abby Mitro
Director at Large.....	Klyde Ouano
Students with Disabilities Representative.....	Alicia Wotherspoon
Women Students' Representative.....	Aahelee Bandyopadhyay

Board Members Absent

Aboriginal Students' Representative	Sahara Tom
Coquitlam Campus Director	Francis Ataiza
Director of Finance	McKenzie Hutchison
Director at Large.....	Joel Codoy
Director at Large.....	Mitchel Gamayo
Pride Representative.....	Melissa Chirino (on leave)

Staff Present

College Relations and Membership Outreach Coordinator.....	Tracy Ho
Coquitlam Organizer.....	Delaney Sullivan

Klassen declared that quorum was present.

1. ACKNOWLEDGEMENT OF TERRITORY

Chairperson Klassen acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

18/05/28:01 MOTION

Bandyopadhyay/Mitro

Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

18/05/28:02 MOTION

Wittayaworapat/Ouano

Be it resolved that the minutes of the Board of Directors meeting held May 14, 2018 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

No report was provided

4.2 Organizational Development Committee

Pesklevits said that the first meeting of the year would be held on Thursday May 31.

4.3 Campaigns Working Group

Klassen reported on the recruitment of general members to participate in the Working Group, and said that the next meeting would be scheduled on June 11.

4.4 Campus Life Working Group

Wittayaworapat reported on the Students' Union's planned participation in the EDGE event to-date. He reported on the dates selected, past Students' Union participation, and a last year's budget for the event.

4.5 Other Committees, Collectives or Councils

Klassen reported that the Collectives' summer welcome event, which was planned for Wednesday May 30.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Pesklebits reported on the last meeting of the College Board, held Thursday May 25. She reported that the meeting focused mostly on the work of the Foundation.

5.2 Education Council

Pesklebits reported that the Council met on Monday, May 28 and that a new Chair and Vice-Chair were elected at the meeting.

5.3 SMT Meeting and Joint Operations Committee

No report was provided.

5.4 General Relations with Douglas College

Bandyopadhyay reported on work with faculty who were interested in contributing to the Women's Collective.

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 matters were arose from the confidential session.

7. OLD BUSINESS

7.1 Correspondence with CFS Regarding Petition and De-certification

No reported was provided.

7.2 Policy Amendment – Health and Dental Plan

Klassen said that the Board had been working to adopt a policy to govern the health and dental plan service. They said that after an initial revision, the Board served first reading for the policy a second time at the past meeting. They said that the draft policy had since been sent to the Students' Union's service providers for review, and as yet no response had been received.

18/05/28:03 MOTION

Wittayaworapat/Wotherspoon

Be it resolved that Policy 40.06 be adopted.

18/05/28:04 MOTION TO POSTPONE

Mitro/Pesklebits

Be it resolved that Motion-18/05/28:03 be postponed to the following meeting

CARRIED

18/05/28:03 POSTPONED

8. NEW BUSINESS

8.1 Changes to the Food Bank Service

Klassen reported that usage of the Students' Union food bank service in the past year had seen considerable changes as the number of students accessing the service as simply a source of free food has increased. They said that in recent weeks, the Students' Union had undertaken tactics to curb this trend, including identifying and approaching a known source of on-campus misinformation about the food bank. They said that in considering other actions that could be undertaken to re-focus the service, staff had proposed an immediate change to the frequency of use of the service. It is further proposed that a more fulsome consideration of the service be undertaken.

18/05/28:05 **MOTION**

Pesklevits/Bandyopadhyay

Be it resolved that Procedure 40.01-06 be amended as presented

CARRIED

18/05/28:06 **MOTION**

Wittayaworapat/Ouano

Be it resolved that research be undertaken to determine ways that the rules for the food bank service can be changed to better direct the service towards providing a depth of financial aid to those clearly in need.

CARRIED

8.2 Campaign to Eliminate Interest on Student Loans

Klassen said that in recent months, CFS had undertaken a national campaign to eliminate interest rates on student loans. They said that given that the campaign by CFS had not included any input from BC member locals, nor has CFS sought to include any BC member locals in the campaign, BC students' unions interested in participation in such an undertaking were required to provide a campaign for themselves.

Ho and Klassen presented the idea of creating a new accessible education campaign at the Students' Union to roll out at the end of August and into September, and to call for the elimination of interest on Canada student loans.

17:50 Gamayo and Codoy joined the meeting

18/05/28:07 **MOTION**

Bandyopadhyay/Pesklevits

Be it resolved that a campaign frame be developed for BC students' unions to undertake advocacy with the federal government to eliminate interest rates on student loans;

Be it further resolved that the campaign include a simple website template, a backgrounder on student debt in Canada, simple materials to support the campaign (poster, rack card, shareables, banners, etc); and

Be it further resolved that the NewMode Engagement Tools be mobilized to support the campaign.

CARRIED

8.3 Schedule for Summer Semester (Committee of the Whole)

The Board discussed the schedule of events for June 2018, and the associated work schedule.

9. OTHER BUSINESS

The meeting discussed the sessions and logistics of the Skills weekend. Members reported that the content from sessions which included an engagement activity was better retained by participants. Members reported on their discomfort with the content of the workshop on volunteer engagement and it was suggested that feedback about that workshop be taken forward to the BC Executive Committee.

The meeting considered general suggestions to improve the Skills Development Symposium, which included incorporation of more movement for participants, an increase to the number of snack and drinks available throughout each day, and better consideration of participant age of the delegates when selecting a themed social.

10. UPCOMING MEETINGS

Klassen reported that the Board of Directors would meet on the following dates:

- Monday, June 18 – NWC
- Monday, June 25 – COQ (if needed)
- Monday, July 9 – COQ
- Monday, July 23 – NWC
- Monday, August 13 – COQ
- Monday, August 27 – NWC

11. ANNOUNCEMENTS

No announcements were made.

12. ADJOURNMENT

18:53 the meeting was adjourned.

Adopted by the Representative Committee on July 09, 2018



Tanysha Klassen, Chair



Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, June 18, 2018 – 5:30pm • Students' Union Building

17:41 the meeting was called to order by Chairperson Tanysha Klassen with attendance as follows:

Board Members Present

Coquitlam Campus Director	Francis Ataiza
Director of Campus Life.....	Paul Wittayaworapat
Director of External Relations.....	Tanysha Klassen
Director at Large.....	Abby Mitro
Director at Large.....	Klyde Ouano
Students with Disabilities Representative.....	Alicia Wotherspoon
Women Students' Representative.....	Aahalee Bandyopadhyay

Board Members Absent

Aboriginal Students' Representative	Sahara Tom
Director of College Relations.....	Telka Pesklevits
Director of Finance	McKenzie Hutchison
Director at Large.....	Joel Codoy
Director at Large.....	Mitchell Gamayo

Board Members On Leave

Pride Representative.....	Melissa Chirino
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Staff Present

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

Others Present

Terra Asset Management.....	Kelly Lin
Terra Asset Management.....	Christian Menard

Klassen declared that the meeting was quorate.

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson will acknowledge the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

18/06/18:01 MOTION

Ataiza/Mitro

Be it resolved that the agenda be adopted.

CARRIED

18/06/18:02 MOTION

Bandyopadhyay/Alicia

Be it resolved that Ouano be granted a leave of absence between July 5 and July 26, 2018.

CARRIED

18/06/18:03 MOTION

Klyde/Paul

Be it resolved that Tom be granted a leave of absence between June 18 and August 31, 2018.

CARRIED

3. ADOPTION OF MINUTES

18/06/18:04 MOTION

Paul/Bandyopadhyay

Be it resolved that the minutes of the Board of Directors meeting held May 28, 2018 be adopted.

18/06/18:05 MOTION TO POSTPONE
Alicia/Mitro

Be it resolved that Motion-18/06/18:04 be postponed to the following meeting.

CARRIED

18/06/18:04 POSTPONED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Beasley provided an update on the renovation project for the first and third floors of the Students' Union Building.

The Board of Directors discussed the project and its evolution.

A question and answer session was held with Christian Menard and Kelly Lin of Terra Asset management.

18/06/18:06 MOTION
Paul/Alicia

Be it resolved that the total renovation budget be increased to \$1.8 million inclusive of contingency and furnishings.

Members discussed approving the higher budget and seeking cost lowering provisions.

18/06/18:06 CARRIED

18/06/18:07 MOTION
Bandyopadhyay/Ouano

Be it resolved that Crezo Construction be hired as the general contractor and construction management firm for the renovation; and

Be it further resolved that Beasley and Hutchison be empowered to approve sub-contractor contracts subject to a bid process facilitated by Crezo Construction and the advice of the project consultants, Terra Asset Management.

Members discussed the approval process for the fifteen to eighteen expected sub-trades required for the project.

18/06/18:07 CARRIED

18/06/18:08 MOTION
Mitro/Ataiza

Be it resolved that the Students' Union Pride Space be converted to a clubs and collective space, and relocated on the first floor;

Be it resolved that the Prayer Space be relocated to the second floor, and that an application be filed with Douglas College to move the Prayer Space to a Douglas College controlled space;

Be it resolved that the appointment room be relocated to the third floor; and

Be it resolved that the Feeding Room be relocated to a Douglas College controlled space.

Members discussed the arrangement of spaces in the building and efforts to have Douglas College accept responsibility for campus community services that were not exclusively for student use.

18:11 Gamayo joined the meeting.

18/06/18:08 CARRIED

18/06/18:09 MOTION
Mitchell/Paul

Be it resolved that the Executive Committee be empowered to approve expenditures to replace the exterior signage for the Students' Union Building, exterior window decals for the Coquitlam office, and frosting for the Students' Union office main doors.

Beasley outlined the exterior signage that was in need of replacement and the process of obtaining a competing quote to the one provided to the Students' Union by the College's provider.

Members discussed the purchase of new signage and updated branding for the Students' Union Building's exterior.

CARRIED

4.2 Organizational Development Committee

Klassen reported on the May meeting of the Committee, which focused on the 2018/19 membership development bulk purchase order.

Sullivan reported on the procurement of updated branded event equipment and materials with the Students' Union's new logo. She provided graphic examples of the materials ordered.

18/06/18:10 MOTION
Bandyopadhyay/Mitchell

Be it resolved that \$10,000 plus taxes and delivery be allocated to the purchase of updated tents, tent tops, banners and tables cloths.

CARRIED

18:26 Ho left the meeting.

4.3 Campaigns Working Group

Members discussed BC Liberal community consultations on affordability, having received invitations from MLA Joan Issacs. It was noted that the members would be organized to attend.

Klassen reported on the work of the Working Group held June 12, 2018. They said that the meeting oriented new members, and discussed the cycles of campaigns for the year. They said that the meeting also considered advocacy work to be implemented into the College's EDGE event and other welcome back events.

Klassen reminded members of the discussion at the past meeting of the Board regarding the creation of a campaign to eliminate interest on federal student loans. They said that the campaign planning was underway, and that an initial allocation of funds was required. They noted that the plan for the campaign was to work with the Students' Union of Vancouver Community College to create the initial frame for the campaign, after which work would be undertaken to take the campaign to a wider audience. They said an initial investment of \$10,000 was required to create the necessary pieces for the campaign.

18/06/18:11 MOTION
Wittayaworapat/Mitro

Be it resolved that \$10,000 plus taxes be allocated to preliminary development work on a campaign to advocate for the elimination of interest on Canada student loans.

CARRIED

4.4 Campus Life Working Group

Wittayaworapat reported on the work of the Working Group since the past meeting. He said that the next meeting would be June 20 at noon, and would consider upcoming welcome events and the proposed beverage garden.

18/06/18:12 MOTION
Wittayaworapat/Ataiza

Be it resolved that a daytime beverage garden be held in association with welcome events in September 2018.

CARRIED

Klassen discussed the opportunity for members to apply to be EDGE leaders.

4.5 Other Committees, Collectives or Councils

Bandyopadhyay reported on the work of the Women's Collective, and work undertaken to celebrate women in the STEM fields. She said that she and Wotherspoon were working on an event to commemorate Helen Keller Day.

Wotherspoon reported on the challenge in finding positive films about Helen Keller. She asked members of the Board to forward any suggestions they had for better movies about Keller.

Klassen reported on events being held for National Indigenous Peoples' Day.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Klassen reported that two government appointees on the College Board had resigned following the last meeting.

5.2 Education Council

Members reported on the June 18, 2018 meeting of the Council.

5.3 SMT Meeting and Joint Operations Committee

Klassen reported on the May 2018 Senior Management Team meeting, and the attempts by the Chair of the Education Council to lobby against electoral reform for student representatives on the Education Council.

5.4 General Relations with Douglas College

Klassen reported on focus groups being held by Douglas College Marketing and Communications Office regarding Pride on campus, and participation in the Vancouver Pride Parade.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee

18:50 the meeting moved in-camera without staff. Beasley and Sullivan left the meeting.

18:56 Beasley and Sullivan rejoin the meeting.

6.2 Legal Affairs

19:10 the meeting moved ex-camera.

6.3 Motions Arising from the Confidential Session

No motions arose from the in-camera session.

7. OLD BUSINESS

7.1 Correspondence with CFS Regarding Petition and De-certification

Beasley reported on the organization's expulsion from Canadian Federation of Students/Canadian Federation of Students-Services.

18/06/18:12 MOTION
Mitro/Gamayo

Be it resolved that Budget and Operations Committee be directed to develop a proposal to reallocate or eliminate the CFS/CFSS fee.

CARRIED

7.2 Policy Amendment – Health and Dental Plan

Beasley said that the Board had been working to adopt a policy to govern the health and dental plan service. He said that after an initial revision, the Board served first reading for the policy a second time at the past meeting and the policy was sent to the Students' Union's service providers for review. He said that feedback was received on June 14, 2018, which was too late to consider in time for the current meeting.

- 18/05/28:13 MOTION**
Wittayaworapat/Bandyopadhyay
Be it resolved that Policy 40.06 be adopted.

- 18/06/18:14 MOTION TO POSTPONE**
Wotherspoon/Ataiza
Be it resolved that Motion-18/06/18:13 be postponed to the following meeting.
CARRIED

- 18/05/28:13 POSTPONED**

7.3 Changes to the Food Bank Service

Beasley provided an update on work to reform of the Food Bank Service. He reported that a meeting would be held with Financial Aid to determine whether a voucher system could be implemented.

Sullivan reported on student reactions to the changes implemented at the last meeting.

Members discussed the options for providing the services.

8. NEW BUSINESS

8.1 BCFS Semi-Annual General Meeting

Klassen reported that the provincial general meeting was scheduled for July 25 to 28 at Vancouver Island University, in Nanaimo, BC. They said that the Students' Union had in the past sent up to seven delegates, six of which were directors with one staff person.

- 18/06/18:15 MOTION**
Wotherspoon/Bandyopadhyay
Be it resolved that Ataiza, Bandyopadhyay, Gordon, Hutchison, Pesklevits, Sullivan, and Wittayaworapat be delegated to attend the 2018 BCFS Semi-Annual General Meeting;
Be it further resolved that the Executive Committee be empowered to serve motions to the general meeting on behalf of the member local.

CARRIED

8.2 Schedule for Summer Semester

The Board discussed the work schedule for June and July events.

9. OTHER BUSINESS

Beasley explained that the banner printer had begun to fail, and in particular that the colour and resolution were no longer accurate. He said that these issues would impact the ability of the Students' Union to provide the service given that the accuracy of images were being affected.

- 18/06/18:16 MOTION**
Wittayaworapat/Gamayo
Be it resolved that the Executive Committee be empowered to approve the purchase of a replacement banner printer.

CARRIED

Klassen said that there was a need for an addition student to sit on the Douglas College Appeal Committee. They recommended Hutchison be appointed due to her experience and ability.

- 18/06/18:17 MOTION**
Wotherspoon/Ataiza
Be it resolved that Hutchison be appointed to the Douglas College Appeal Committee.
CARRIED

10. UPCOMING MEETINGS

Klassen said that the June 25 meeting was not required and unlikely to achieve quorum. They said that

accordingly, the Board was scheduled to meet at 5:30pm on the following days in the Summer 2018 semester:

- Monday, July 9 – COQ
- Monday, July 23 – NWC
- Monday, August 13 – COQ
- Monday, August 27 – NWC

11. ANNOUNCEMENTS

No announcements were made.

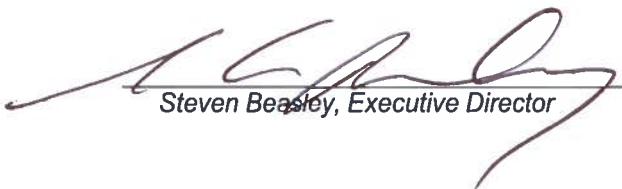
12. ADJOURNMENT

19:43 the meeting was adjourned.

Adopted by the Representative Committee on July 09, 2018



Tanysha Klassen, Chair



Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, July 09, 2018 – 5:30pm • A1130, Coquitlam Campus

17:31 the meeting was called to order by Chairperson Tanysha Klassen with attendance as follows:

Board Members Present

Coquitlam Campus Director	Francis Ataiza
Director of Campus Life.....	Paul Wittayaworapat
Director of College Relations.....	Telka Pesklevits
Director of External Relations.....	Tanysha Klassen
Director of Finance	McKenzie Hutchison
Director at Large.....	Abby Mitro
Women Students' Representative	Aahalee Bandyopadhyay

Board Members Absent

Director at Large.....	Joel Codoy
Director at Large.....	Mitchell Gamayo
Students with Disabilities Representative.....	Alicia Wotherspoon

Board Members On Leave

Aboriginal Students' Representative	Sahara Tom
Director at Large.....	Klyde Ouano
Pride Representative.....	Melissa Chirino

Staff Present

Coquitlam Organizer.....	Delaney Sullivan
Executive Director	Steven Beasley

Klassen declared that the meeting was quorate.

1. ACKNOWLEDGEMENT OF TERRITORY

Klassen acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

18/07/09:01 MOTION

Mitro/Hutchison

Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

18/07/09:02 MOTION

Wittayaworapat/Bandyopadhyay

Be it resolved that the minutes of the Board of Directors meetings held May 28, 2018 and June 18, 2018 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Beasley provided an update on the renovation project for the first and third floors of the Students' Union Building. He said that that building permit application was nearly finished and that sub-trade quotes were continuing. He reported that he had not yet received a second quote for building signage. He said that a more substantial report would be provided to the following meeting.

4.2 Organizational Development Committee

Pesklevits reported on the work of the Committee since the past meeting and reviewed membership development materials ordered for the 2018/19 year.

4.3 Campaigns Working Group

Klassen reported on the work of the Working Group since the past meeting and noted the meeting with Point Blank Creative scheduled for the coming week to discuss the campaign on student loan interest rates.

4.4 Campus Life Working Group

Wittayaworapat reported on the work of the Working Group since the past meeting, and highlighted a meeting held with Student Life regarding EDGE 2018. He noted an outstanding issue with the use of past merchandise from the Students' Union with the incorrect branding.

Members discussed planning for EDGE and the level of support provided by the Students' Union.

The Board determined that the Students' Union needed to insist that Douglas College not use branded materials with the Students' Union past logo where that logo includes reference to Canadian Federation of Students. The Board further determined to investigate the purchase of sport tote bags and bandanas as new branded items for EDGE 2018.

Wittayaworapat reported on plans for the 2018 new student orientation (NSO), and the Students' Union participation in the planned events. He noted changes in the structure of NSO, and the removal of the information fair component. He said that the Students' Union's request for a beverage garden had been approved.

4.5 Other Committees, Collectives or Councils

Klassen reported on focus groups conducted with members of the Pride Collective and staff from Marketing and Communications Office of the College regarding participation in Pride events and the Vancouver Pride Parade. They reported on the plans for Pride coming out of the consultations and focus groups, both for Vancouver Pride and New Westminster Pride events, as well as events on campus.

Bandyopadhyay reported on the constituency planning meeting held in the past month regarding ways the four collectives could work better together. She noted plans to table in unison and host a joint Halloween party. She also reported on the plans each constituency representative presented for their work in the coming semester.

The meeting discussed the project-based and self-directed nature of the constituency roles and how to better integrate the existing structures into accountability mechanisms applied to other members of the board.

Bandyopadhyay reported on a coffee house planned for July 24.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Peskevits will report on the June 2018 meeting of the College Board.

5.2 Education Council

Hutchison reported on the June 2018 meeting of the Education Council. She noted the discussion about the changing rules for election to the Council.

5.3 SMT Meeting and Joint Operations Committee

Peskevits will report on the June 2018 meeting of the College's Senior Management Team.

5.4 General Relations with Douglas College

Hutchison reported on a meeting she and Beasley attended with Nancy Constable, the College's Director of Safety and Security regarding club events. She said that Constable provided

Beasley reported on discussion with College staff about sponsorship of the Women's National Championship being hosted by Douglas College in 2018. He said that he and Hutchison had begun the process of examining the ongoing sponsorship with Athletics to determine whether further sponsorship funds were advisable.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee

18:43 the moved in-camera.

6.2 Legal Affairs

6.3 Motions Arising from the Confidential Session

19:07 the moved ex-camera.

Wittayaworapat reported that Beasley had accepted a one-year posting with the Canadian Union of Public Employees, the union representing the Students' Union staff. He said that Beasley had taken a leave of absence per the Collective Agreement and that the leave would be for the period of August 7, 2018 to August 13, 2019 inclusive. He said that a hiring Committee needed to be struck for a replacement employee. He said that a second hiring committee was needed for the hiring of additional student staff positions following the departure of Danielle Buteau in April 2018, and the resignation of Sarah Long as of August 31, 2018.

18/07/09:03 MOTION

Hutchison/Ataiza

Be it resolved that a hiring committee be struck for the hiring of up to three student assistants; and

Be it further resolved that Hutchison and Peskevits serve as the management representatives on the committee.

CARRIED

18/07/09:04 MOTION

Codoy/Wittayaworapat

Be it resolved that a hiring committee be struck for the hiring of an interim Executive Director to serve between August 1, 2018 and August 16, 2019; and

Be it further resolved that Klassen and Wittayaworapat serve as the management representatives on the committee.

CARRIED

7. OLD BUSINESS

7.1 Policy Amendment – Health and Dental Plan

Klassen reported on the history of the draft policy's development and the various stages of review and development undertaken. She said that the current final version was ready for adoption.

18/07/09:05 MOTION

Wittayaworapat/Bandyopadhyay

Be it resolved that Policy 40.06 be adopted as presented.

Beasley provided an overview of the changes to the policy since it was last presented to the Board.

CARRIED

7.2 Changes to the Food Bank Service

Beasley provided an update on work on reform of the Food Bank Service.

7.3 Replacement of Banner Printer

Beasley provided a report on the update on work on replace the banner printer. He said that three quotes were being acquired and that a report would be provided at the following meeting.

7.4 BCFS Semi-Annual General Meeting

Beasley reported on resolutions served to the 2018 BCFS Semi-Annual General Meeting.

Sullivan said that a delegate preparatory session would be held in advance of the general meeting.

8. NEW BUSINESS

8.1 Purchase of New Computers

Hutchison reported on the need to purchase new computers for key office staff and working stations.

18/07/09:06 MOTION
Peskleivits/Ataiza

Be it resolved that an investigation of computers in need of replacement be undertaken.

CARRIED

8.2 CASA Policy Conference

Beasley said that the Canadian Alliance of Student Associations was hosting a free policy conference at the University of British Columbia during the week of July 23. He said that that Executive has assigned staff person Ho to attend the meeting and has asked general member and former BCFS Chairperson Simka Marshall to accompany Ho to the meeting. The Board will discuss the conference and approval of associated expenses.

18/07/09:07 MOTION
Peskleivits/Codoy

Be it resolved that staff person Tracy Ho and general member Simka Marshall be delegated to attend the 2018 Canadian Alliance of Student Associations policy conference; and

Be it further resolved that Marshall be provided a stipend for her participation equal to the hourly stipend rate for board members multiplied by the hours of attendance at the conference.

CARRIED

8.3 UBC AMS SUDS Conference

Annually the students' union at UBC hosts a conference for student association directors called SUDS, which is heavily sponsored by student health and dental insurance brokers. The conference had generally been deemed lacking in content, but this assessment is from historical experiences. The Board will discuss sending participants to the 2018 conference.

18/07/09:08 MOTION
Mitro/Ataiza

Be it resolved that Hutchison and Wittayaworapat be delegate to attend the 2018 SUDS conference.

CARRIED

8.4 Schedule for Summer Semester

The Board reviewed the schedule of events for July and early August 2018, and the associated work schedule.

9. OTHER BUSINESS

No other business items were presented.

10. UPCOMING MEETINGS

Klassen said that the Board was scheduled to meet at 5:30pm on the following days in the Summer 2018 semester:

- Monday, July 23 – NWC
- Monday, August 13 – COQ
- Monday, August 27 – NWC

11. ANNOUNCEMENTS

No announcements were made.

12. ADJOURNMENT


Klassen announced that the meeting was adjourned.

19:37 the moved ex-camera.

Adopted by the Representative Committee on July 23, 2018



Tanysha Klassen, Chair



Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, July 23, 2018 – 5:30pm • Students' Union Building

17:31 the meeting was called to order by Chairperson Tanysha Klassen with attendance as follows:

Board Members Present

Director of Campus Life..... Paul Wittayaworapat
Director of College Relations..... Telka Pesklevits
Director of External Relations..... Tanysha Klassen
Director of Finance..... McKenzie Hutchison
Director at Large..... Abby Mitro (by phone)
Women Students' Representative..... Aahalee Bandyopadhyay

Board Members Absent

Coquitlam Campus Director Francis Ataiza
Director at Large..... Joel Codoy
Director at Large..... Mitchell Gamayo
Students with Disabilities Representative..... Alicia Wotherspoon

Board Members On Leave

Aboriginal Students' Representative Sahara Tom
Director at Large..... Klyde Ouano
Pride Representative..... Melissa Chirino

Staff Present

Accounting and Finance Coordinator Roxana Matasa
Organizer-Advocacy..... Tracy Ho
Organizer-Membership Outreach..... Delaney Sullivan
Executive Director Steven Beasley

Others Present

General Member..... Simka Marshall
Interim Executive Director-select..... Andrew Dalton

Klassen declared that the meeting was quorate.

1. ACKNOWLEDGEMENT OF TERRITORY

Klassen acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

18/07/23:01 MOTION

Pesklevits/Mitro

Be it resolved that the agenda be adopted with the moving item 6.4, Report of the Interim Executive Director Hiring Committee, moved to follow item 2, Adoption of the Agenda and Review of Membership.

CARRIED

6. CONFIDENTIAL SESSION (PART 1)

6.4 Report of the Interim Executive Director Hiring Committee*

Klassen said that the Hiring Committee would report on the hiring process and recommend the hiring of the selected candidate as Interim Executive Director.

17:33 the meeting moved in-camera. Dalton and Marshall left the meeting.

17:37 the meeting moved ex-camera. Dalton and Marshall rejoined the meeting.

- 18/07/23:02 MOTION**
Peskleivits/Mitro
Be it resolved that Andrew Dalton be hired as the Interim Executive Director for a term ending August 16, 2018.
CARRIED

3. ADOPTION OF MINUTES

- 18/07/23:03 MOTION**
Bandyopadhyay/Peskleivits
Be it resolved that the minutes of the Board of Directors meetings held July 9, 2018 be adopted.
- 18/07/23:04 MOTION TO POSTPONE**
Peskleivits/Hutchison
Be it resolved that Motion-18/07/23:03 be postponed to the following meeting of the Board.
CARRIED
- 18/07/23:03 POSTPONED**

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

- Hutchison reported on the Budget and Operations Committee meeting held Thursday, July 19. She spoke about discussions regarding timesheets, and the nature of the self-directed work of board members. She said that a proposal to amend the policy regarding stipends would be forthcoming.
- 18/07/09:05 MOTION**
Wittayaworapat/Bandyopadhyay
Be it resolved that the purchase of an 21.5" iMac to replace the Organizer-Campus Life computer be ratified.
Hutchison reported on the purchase of a new computer to replace a six year-old PC with a failing hard drive.
- 18/07/09:05 CARRIED**
- 18/07/09:06 MOTION**
Bandyopadhyay/Peskleivits
Be it resolved that a new PC be purchased to replace the existing computer of the Accounting and Finance Coordinator at a cost of \$2100 plus taxes and environmental fees.
Hutchison reported on the need to replace the five year-old PC used by the Accounting and Finance Coordinator due to increased issues with the unit.
- 18/07/09:06 CARRIED**
- 18/07/09:07 MOTION**
McKenzie/Mitro
Be it resolved that \$2500 plus taxes and environmental fees be allocated for the purchase of two PCs to replace the computers at the front desk in New Westminster and Kiosk in Coquitlam.
Hutchison reported on the need to replace the two older PCs used by student assistants at each campus.
- 18/07/09:07 CARRIED**

18/07/09:08 MOTION
Hutchison/Pesklevits

Be it resolved that the purchase of new HP DesignJet banner printer from Cansel be approved for a cost of \$4687.72 plus taxes and inclusive of a \$2,000 rebate, the trade-in of the existing unit, and new ink.

Hutchison reported on the procurement of three competing quotes and the advantage of the unit selected.

18/07/09:08 CARRIED

Beasley provided an update on the renovation project for the first and third floors of the Students' Union Building. He presented a project budget and detailed the various components of the renovation work, and how each sub-trade was accounted for under the budget. He briefed the Board about areas of variance expected in the budget and budget lines that were expected to remain consistent. He reported that the current budget was approximately \$20,000 lower than the total project cap previously set by the Board, and that surplus value had been transferred to contingency. He reported that the building permit application had been submitted and that the permit was expected within four to six weeks.

Beasley reported on the procurement of a quote for the building signage replacement. He circulated a proposed design board with a quote of over \$18,000. He said that this was for four completely new signs. He said that he was reaching out to the renovation project managers for advice on the reasonableness of the price.

Members discussed the renovation project and engaged in a question and answer period regarding the report.

4.2 Organizational Development Committee

Pesklevits reported on the work of the Committee since the past meeting. She said that the many of bulk purchase materials had been delivered and were available for viewing in the office.

4.3 Campaigns Working Group

Klassen reported on the work of the Working Group since the past meeting. She said that the Working Group met in the past week and discussed planning for campaigns work during welcome events.

4.4 Campus Life Working Group

Wittayaworapat reported on the work of the Working Group since the past meeting. He provided an update on the EDGE planning and noted that the College would update the EDGE shirts to remove the "Canadian Federation of Students" from the shirts. He provided an example of the string bags being made as an additional branded item for the event.

Sullivan reported on the discussions with Douglas College about the use of the Students' Union's old logo, and said that the College had agreed that 2018 was the last year in which they would use materials with the outgoing logo.

4.5 Other Committees, Collectives or Councils

Bandyopadhyay reported on the work of the Women's Collective.

Klassen reported on the work of the Pride Collective, and provided an overview of Pride events upcoming at the College to celebrate Pride month. They reported on participation in Vancouver Pride Parade and the New Westminster Pride Street Festival.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Pesklevits reported on recent government appointees to the College Board. She provided a bios for new appointees.

5.2 Education Council

No report was provided.

5.3 SMT Meeting and Joint Operations Committee

No report was provided.

5.4 General Relations with Douglas College

No report was provided.

6. CONFIDENTIAL SESSION (PART 2)

6.1 Report of the Labour Committee

18:11 the meeting moved in-camera.

18:17 Gamayo joined the meeting and Mitro left the meeting.

18:31 Beasley, Gordon, Matasa and Sullivan left the meeting.

18:35 Beasley, Gordon, Matasa and Sullivan rejoined the meeting.

6.2 Legal Affairs

6.3 Report of the Student Assistant Hiring Committee

18:48 the meeting moved ex-camera.

6.5 Motions Arising from the Confidential Session

18/07/09:09

MOTION

Bandyopadhyay/Pesklevits

Be it resolved that the Catherine Holtz and Melissa Cocking be hired as Student Assistants.

CARRIED

18/07/09:10

MOTION

Hutchison/Pesklevits

Be it resolved that the memorandum of agreement with CUPE 2396 dated July 23, 2018 be ratified.

CARRIED

7. OLD BUSINESS

7.1 Changes to the Food Bank Service

No report was provided.

7.2 BCFS Semi-Annual General Meeting

Sullivan provided an update on planning for attendance at the general meeting.

Klassen noted that the barriers to their participation in the meeting were no longer in place as their instructor had moved their exam and deadline for the week of the meeting. They said they would like to attend if possible.

18/07/09:11

MOTION

Pesklevits/Bandyopadhyay

Be it resolved that Tanysha Klassen be added to the delegation attending the BCFS 74th Semi-Annual General Meeting.

CARRIED

7.3 CASA Conference

Klassen reported on the attendance of Marshall and Ho at the 2018 CASA Policy Conference.

7.4 UBC AMS SUDS Conference

Hutchison reported that she registered Wittayaworapat and herself for the conference, which is scheduled for August.

7.5 CFS Fees

Beasley reported on work to ascertain the Students' Union's legal obligations regarding the collection of the CFS fee. He said that preliminary results indicated that the Students' Union could, and likely should, simply inform the College to cease collection of fees at the earliest point possible.

18/07/09:12 MOTION
Hutchison/Gamayo

Be it resolved that, pending legal review, the College Board be instructed to remove the Canadian Federation of Students fee from the suite of fees charged by Douglas College on behalf of the Students' Union at the College's earliest possible convenience.

CARRIED

8. NEW BUSINESS

8.1 Policy and Procedure Amendments

Klassen said that the Board would consider first reading and notice of motion on the policy amendments outlined in the motions below.

18/07/09:13 MOTION
Peskleveits/Hutichson

Be it resolved that notice of motion and first reading be served on amendments to Policy 10.01, Policies of the Students' Union.

CARRIED

18/07/09:14 MOTION
Wittayaworapat/Gamayo

Be it resolved that notice of motion and first reading be served on amendments to Policy 10.06, Conferences and Meetings.

CARRIED

18/07/09:15 MOTION
Gamayo/Wittayaworapat

Be it resolved that notice of motion and first reading be served on amendments to Policy 20.01, Budget Principles and Processes.

CARRIED

18/07/09:16 MOTION
Bandyopadhyay/Gamayo

Be it resolved that notice of motion and first reading be served on amendments to Policy 20.02, Board and Staff Expenses.

CARRIED

18/07/09:17 MOTION
Hutchison/Pesklevits

Be it resolved that Procedure 20.02-01, Reimbursement Rates, be amended as presented.

CARRIED

8.2 2018/19 Strategic Plan

Beasley reported on work to complete the 2018/19 strategic plan, and the potential layout of the document.

8.3 Signing Officers

18/07/09:18 MOTION
Bandyopadhyay/Gamayo

Be it resolved that Aran Armutlu be removed as a signing officer with the Envision Financial Credit Union;

Be it further resolved that Tracy Ho, McKenzie Hutchison and Tanysha Klassen be appointed as signing officers with Envision Financial Credit Union;

Be it resolved that Beasley, Ho, Hutchison and Klassen be signing officers with Envision Financial Credit Union.

CARRIED

18/07/09:19

MOTION

Gamayo/Hutchison

Be it resolved that Interim Executive Director Andrew Dalton be appointed as a signing officer on all accounts with the Royal Bank of Canada;

Be it further resolved that signing officers with the Royal Bank of Canada be confirmed as Beasley, Dalton, Ho, Hutchison, Klassen and Wittayaworapat.

CARRIED

8.4 Schedule for Summer Semester

The Board discussed the schedule of events for August 2018, and the associated work schedule.

9. OTHER BUSINESS

Other business may be presented at this time.

10. UPCOMING MEETINGS

Klassen reported that the Board was scheduled to meet at 5:30pm on the following days in the Summer 2018 semester:

- Monday, July 30 - NWC
- Monday, August 13 – COQ
- Monday, August 27 – NWC

Klassen noted the addition of a new meeting on July 30, 2018.

11. ANNOUNCEMENTS

Announcements may be made at this time.

12. ADJOURNMENT

Klassen said that the meeting was adjourned.

19:13 the meeting was adjourned.

Adopted by the Representative Committee on August 13, 2018



Tanysha Klassen, Chair



Steven Beasley, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, August 13, 2018 – 5:30pm • Students' Union Building

17:27 the meeting was called to order by Chairperson Tanysha Klassen with attendance as follows:

Board Members Present

Coquitlam Campus Director	Francis Ataiza
Director of Campus Life.....	Paul Wittayaworapat
Director of College Relations.....	Telka Pesklevits
Director of External Relations.....	Tanysha Klassen
Director at Large.....	Joel Codoy
Director at Large.....	Mitchell Gamayo
Director at Large.....	Abby Mitro
Director at Large.....	Klyde Ouano
Pride Representative.....	Melissa Chirino
Students with Disabilities Representative.....	Alicia Wotherspoon

Board Members Absent

Director of Finance	McKenzie Hutchison
Women Students' Representative.....	Aahalee Bandyopadhyay

Board Members On Leave

Aboriginal Students' Representative	Sahara Tom
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Staff Present

Accounting and Finance Coordinator	Roxana Matasa
Organizer-Advocacy	Tracy Ho
Organizer-Membership Outreach.....	Delaney Sullivan
Executive Director	Steven Beasley (on leave)
Interim Executive Director	Andrew Dalton

Others Present

CUPE National Representative	Gary Yee
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Klassen declared that the meeting was quorate.

1. ACKNOWLEDGEMENT OF TERRITORY

Klassen acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

18/08/13:01 MOTION

Mitro/Wittayaworapat

Be it resolved that the agenda be adopted with the following change

- Item 6, Confidential Session, moved to follow Item 2, Adoption of Agenda.

CARRIED

3. ADOPTION OF MINUTES

The following motion was postponed at the previous meeting of the Board.

18/08/13:02 MOTION

Bandyopadhyay/Pesklevits

Be it resolved that the minutes of the Board of Directors meetings held July 9, 2018 be adopted.

CARRIED

18/08/13:03 MOTION

Codoy/Pesklevits

Be it resolved that the minutes of the Board of Directors meeting held July 23, 2018 be adopted.

CARRIED

A round of introductions was held.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee*

The Labour Committee presented a memorandum of agreement (MOA) with CUPE 2396 regarding the roll-over of the Collective Agreement until 2022.

18/08/13:04 MOTION
Gamayo/Chirino

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

CARRIED

17:31 The meeting moved in-camera.

18:06 Staff members and CUPE National Representative Gary Yee leave the meeting.

18:14 The regular meeting resumed. Yee and Students' Union staff rejoined the meeting.

6.2 Legal Affairs*

No report was provided.

6.3 Motions Arising from the Confidential Session

18/08/13:05 MOTION
Wittayaworapat/Ouano
Be it resolved that the Memorandum of Agreement with CUPE 2396 regarding the roll over and amendment of the Collective Agreement be adopted.

CARRIED

18/08/13:06 MOTION
Codoy/Pesklevits
Be it resolved that hiring of Raffaella Forti be ratified.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Beasley will provide an update on the renovation project for the first and third floors of the Students' Union Building, as well as discussions regarding the procurement of new signage.

18/08/13:07 MOTION
Mitro/Wotherspoon
Be it resolved that the quote by Seen Signs be accepted at a cost of up to \$19,000 for four new professional, 3-dimensional signs for each side of the Students' Union Building.

CARRIED

4.2 Organizational Development Committee

Pesklevits reported on the work of the Committee since the past meeting. She said that all swag had arrived and reminded directors not take items freely and some items were for purchase only.

Ho reported that the website was complete with some minor adjustments that need to be made. She said that technical issues were prohibiting the site from going live but should be resolved soon.

4.3 Campaigns Working Group

Klassen reported on the work of the Working Group and preparation for campaign events to align with welcome activities.

18:30 Sullivan left the meeting.

4.4 Campus Life Working Group

Wittayaworapat said that the Working Group had not met since the past meeting. He provided an update of registrations for new student orientation, and reported that registrations for the events were low.

4.5 Other Committees, Collectives or Councils

Pesklevits reported on Indigenous students welcome, and said that she had worked with College staff to secure dates for the events.

Wotherspoon presented a document she developed called 'Guide to Navigating College with a Disability'. She discussed elements of the document and suggested that the content could be placed on the Collective's web page. She asked for assistance procuring additional content for the document and help proof reading the document.

Members discussed the document produced by Wotherspoon provided positive feedback on the project.

Chirino reported on planning work undertaken to develop a list of events for the semester.

Klassen reported on moving the Pride Space to the lower floor of the building, and moving the Prayer Space to the second floor. They discussed outstanding issues with the programming of the event.

Klassen reported on the Vancouver Pride Parade and said that the expected numbers from the College's faculty and staff did not materialize, and that the contingent was mostly students. They said that the event was very positive and discussions were already underway about next year's parade.

Klassen reported on a public meeting with the MP for Edmonton Centre, Randy Boissonnault, who served as the Prime Minister's Special Advisor on LGBTQ issues. They said that the event was attended mostly by would-be municipal candidates, and that the majority of the event featured a slide presentation on the history of LGBTQ issues in Canada. They said that the event left little room for actual discussion, and that the consultation portion for the event was only twenty minutes, the same time allocated for photos.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

No report was provided.

5.2 Education Council

No report was provided.

5.3 SMT Meeting and Joint Operations Committee

Pesklevits reported on a meeting of the Joint Operations Committee held August 9. She outlined the purpose of the body, and listed its members. She said that the meeting discussed the food bank at length, and that there was a good prospect that the College would assist in dealing with the issues the Students' Union was facing.

5.4 General Relations with Douglas College

Pesklevits reported on the appointment of a new elder.

Mitro reported on a meeting with Brian McLellan, Douglas College Athletic Director.

Beasley reported on a meeting with Associate Vice-President Sarah Dench.

Ho reported on a meeting with the new Associate Vice-President Information Technology Brian something. She said it was a very positive meeting, and he expressed a strong interest to work collaboratively on issues of concern to students and the Students' Union. She reported on issues discussed at the meeting.

7. OLD BUSINESS

7.1 Changes to the Food Bank Service

Klassen said that the issues was addressed under item 5.3.

7.2 BCFS Semi-Annual General Meeting

Pesklevits reported on the BCFS general meeting held July 25 to 28, 2018. She reported on delegates in attendance, sessions held at the meeting, and decisions made.

7.3 CASA Conference

Ho will reported on the CASA Policy Conference held the week of July 23, and her and Marshall's experiences at the event. She outlined the low level understanding expressed on key issues, and CASA's desire to recruit new members in BC following BCFS' expulsion from Canadian Federation of Students. She said that CASA officials were not able to answer basic questions about the purpose behind key elements of their structure, but were very enthusiastic to encourage the Students' Union to join.

Members discussed the event.

7.4 UBC AMS SUDS Conference

Wittayaworapat reported on the upcoming conference scheduled to begin on August 17. He reviewed the draft agenda for the event.

7.5 CFS Fees

Beasley reported on the cancellation of the Canadian Federation of Students fees following the expulsion from CFS in June. He said that the fee would be cancelled for the beginning of the Winter semester.

7.6 Policy Amendments - Adoption

Klassen said that the Board adopted first reading and notice of motion on the policy amendments outlined in the motions below at their past meeting. They said the Board will consider adoption of these policies.

18/08/13:08 MOTION
Mitro/Ataiza

Be it resolved that Policy 10.01, Policies of the Students' Union, be adopted as amended.

CARRIED

18/08/13:09 MOTION
Gamayo/Pesklevits

Be it resolved that Policy 10.06, Conferences and meetings, be adopted as amended.

CARRIED

18/08/13:10 MOTION
Wittayaworapat/Mitro

Be it resolved that Policy 20.01, Budgeting Principles and Processes, be adopted as amended.

CARRIED

18/08/13:11 MOTION
Ataiza/Mitro

Be it resolved that Policy 20.02, Board and Staff Expenses, be adopted as amended.

CARRIED

7.7 2018/19 Strategic Plan

Beasley presented a first draft of 2018/19 Strategic Plan. He suggested that the Board review the draft for a final adoption at the following meeting.

8. NEW BUSINESS

8.1 Policy Amendments – First Reading

Klassen said that the Board would consider first reading and notice of motion on the policy amendments presented to the meeting.

- 18/08/13:12 MOTION**
Wittayaworapat/Gamayo
Be it resolved that first reading and notice of motion be served on Policy 20.04, Funds.
CARRIED
- 18/08/13:13 MOTION**
Wittayaworapat/Gamayo
Be it resolved that first reading and notice of motion be served on Policy 20.05, Board Member Compensation and Reporting.
CARRIED
- 18/08/13:14 MOTION**
Wittayaworapat/Gamayo
Be it resolved that first reading and notice of motion be served on Policy 30.01, Hours of Operation.
CARRIED
- 18/08/13:15 MOTION**
Wittayaworapat/Gamayo
Be it resolved that first reading and notice of motion be served on Policy 30.02, Advertising.
CARRIED
- 18/08/13:16 MOTION**
Wittayaworapat/Gamayo
Be it resolved that first reading and notice of motion be served on repeal of Policy 30.05 and 30.06.
Be it further resolved that first reading and notice of motion be served on repeal of Policy 200.02, Timesheets.
CARRIED
- 18/08/13:17 MOTION**
Wittayaworapat/Gamayo
Be it resolved that first reading and notice of motion be served on Policy 40.01, Club Administration.
CARRIED
- 18/08/13:18 MOTION**
Wittayaworapat/Gamayo
Be it resolved that first reading and notice of motion be served on Policy 40.04, Lockers.
CARRIED

8.2 Volunteer Training Feedback

Wittayaworapat reported on recent volunteer training sessions.

8.3 Schedule for Summer Semester

The meeting discussed upcoming events.

9. OTHER BUSINESS

No other business was presented.

10. UPCOMING MEETINGS

Klassen said that the following meeting of the Board would be 5:30pm on August 27 in Coquitlam. They said that the Fall 2018 meeting schedule was as follows:

- Monday, September 17 – NWC

- Monday, October 1 – COQ
- Monday, October 15 – NWC
- Monday, November 5 – NWC
- Monday, November 19 – COQ
- Monday, December 3 – NWC
- Monday December 17 – NWC

11. ANNOUNCEMENTS

No announcements were made.

12. ADJOURNMENT

19:43 the meeting was adjourned.

Adopted by the Board on August 27, 2018



Steven Beasley, Executive Director



Tanysha Klassen, Chairperson

AGENDA

Douglas Students' Union Board of Directors
Monday, August 27, 2018 – 5:30pm • Coquitlam Campus A1130

Board Members Present

Director of Campus Life.....	Paul Wittayaworapat
Director of External Relations.....	Tanysha Klassen
Women Students' Representative.....	Aahalee Bandyopadhyay
Director at Large.....	Joel Coday
Director at Large.....	Mitchell Gamayo
Students with Disabilities Representative.....	Alicia Wotherspoon
Pride Representative.....	Melissa Chirino
Director at Large.....	Klyde Ouano

Board Members Absent

Director of College Relations.....	Telka Pesklevits
Coquitlam Campus Director	Francis Ataiza
Director of Finance	McKenzie Hutchison
Director at Large.....	Abby Mitro

Board Members On Leave

Aboriginal Students' Representative	Sahara Tom
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Staff Present

Organizer-Advocacy.....	Tracy Ho
Organizer-Membership Outreach.....	Delaney Sullivan
Executive Director-On Leave.....	Steven Beasley
Interim Executive Director	Andrew Dalton

5:30 KLASSEN DECLARED THE MEETING QUORATE.

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson will acknowledge the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

18/08/27:01 MOTION
Gamayo/Chirino
Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

18/08/27:02 MOTION
Chirino/Ouano
Be it resolved that the minutes of the Board of Directors meeting held August 13, 2018 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Hutchison will report on the work of the Committee since the past meeting.

Hutchison not present. Klassen provided a report of the last meeting where all timesheets were signed. Reports will be provided at the next meeting.

18/08/27:03 MOTION

Gamayo/Wotherspoon

Be it resolved that this item be tabled and discussed under New Business.

CARRIED

18/08/27:04 MOTION

/

Be it resolved that the offer by Seen Signs to acquire the correct signage permit be accepted at a cost of up to \$1750 for four new professional, 3-dimensional signs for each side of the Students' Union Building.

Beasley will report on an ongoing dispute with Douglas College regarding regular maintenance issues, and in specific, the College's incurring of expenses to clean the Students' Union's grease trap against the direction of the Students' Union.

4.2 Organizational Development Committee

Pesklevits will report on the work of the Committee since the past meeting.

Ho reported on the website that is now up and live. Ho also reported on the app and recent meeting with DC concerning potential to move forward and continue to work together while formalizing relationship with Douglas College.

4.3 Campaigns Working Group

Klassen will report on the work of the Working Group since the past meeting.

Klassen provided a brief update on the work going into current events and upcoming events.

4.4 Campus Life Working Group

Wittayaworapat will report on the work of the Working Group since the past meeting.

No report.

4.5 Other Committees, Collectives or Councils

Other Committees, Collectives or Councils may report on their work since the past meeting of the Board.

No report.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Pesklevits will report on matters related to the College Board.

No report.

5.2 Education Council

Hutchison will report on matters related to the Council.

No report.

5.3 SMT Meeting and Joint Operations Committee

Pesklevits will report on recent meetings of the College's Senior Management Team and other matters related to the relations with Douglas College's senior administration.

No new report.

5.4 General Relations with Douglas College

Members may report on other issues relating to general relations with Douglas College.

Chirino reported on debrief meeting with Pania about Pride events. Lots of questions were directed at members about Douglas College so it has been suggested that college staff be present next time.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee***6.2 Legal Affairs*****6.3 Motions Arising from the Confidential Session****7. OLD BUSINESS****7.1 Changes to the Food Bank Service**

An update on work on reform of the Food Bank Service will be provided.

Dalton and Beasley provided an update on changes to the Food Bank that will move to a hamper system beginning October 1, 2018. The foodbank will be closed for the month of September. Codoy asked offered assistance in helping get the plan set up.

7.2 BCFS Semi-Annual General Meeting

Nothing to report

7.3 UBC AMS SUDS Conference

Hutchison and Wittayaworapat will report on the conference attended August 17-20, 2018.

Wittayaworapat reported on SUDS. He expressed his disappointment at the keynote speaker and the lack of useful information. The MNP session was too basic in overview of information provided. He reported on workshops and excessive partying. Session were cancelled. Armutlu of the BC office presented on OERs and delegates in attendance have very little knowledge of the campaign. Attendance in the future is not recommended.

7.4 2018/19 Strategic Plan

Beasley will present the 2018/19 Strategic Plan. The Board will review the draft, and a final adoption will occur at the following meeting.

Beasley provided an overview of the Strategic Plan.

18/08/27:02 MOTION

Gamayo/Codoy

Be it resolved that the 2018/19 Strategic Plan be adopted.

CARRIED

7.5 Policy Amendments - Adoption

The Board adopted first reading and notice of motion on the policy amendments outlined in the motions below at their past meeting. The Board will consider adoption of these policies.

18/08/27:04 MOTION

Wotherspoon/Bandyopadhyay

Beasley reported on the proposed changes of the policy.

Be it resolved that Policy 20.04, Funds, be adopted as amended.

CARRIED

18/08/27:05 MOTION

Bandyopadhyay/Gamayo

Beasley reported on the proposed changes of the policy.

Be it resolved that Policy 20.05, Board Member Compensation and Reporting, be adopted as amended.

CARRIED

18/08/27:06 MOTION
Gamayo/Wotherspoon
Beasley reported on the proposed changes of the policy.
Be it resolved that Policy 30.01, Hours of Operation, be adopted as amended.

CARRIED

18/08/27:07 MOTION
Wittayaworapat/Ouano
Beasley reported on the proposed changes of the policy.
Be it resolved that Policy 30.02, Advertising, be adopted as amended.

CARRIED

18/08/27:08 MOTION
Ouabo/Bandyopadhyay
Be it resolved that Policy 30.05 and 30.06 be repealed.
Be it further resolved that Policy 200.02 be repealed.

CARRIED

18/08/27:09 MOTION
Wotherspoon/Chirino
Beasley reported on the proposed changes of the policy that are a result of policies of the College and risk management.
Be it resolved that Policy 40.01, Club Administration, be adopted as presented.

CARRIED

18/08/27:10 MOTION
Wotherspoon/Chirino
Beasley reported on the proposed changes of the policy.
Be it resolved that Policy 40.04, Lockers, be adopted as presented.

CARRIED

8. NEW BUSINESS

8.1 Volunteer Training Feedback

The Board will discuss recent volunteer training session and provide feedback on the conduct of volunteer training.

Sullivan reported back on the 3 volunteer training sessions. Almost all directors helped with the training sessions. There are new google sheets to get feedback on experience and reason for volunteering. There will be a change in volunteer training session schedules. Ouano reported that a majority of the volunteers were returning volunteers and Gamayo proposed that we return to a campaign training style for volunteers.

8.2 Events and Campaigns August/September 2018

The Board will discuss recent events and the upcoming schedule of events and campaigns for

August and September 2018, and the associated work schedule.

- **NSO**

Wittayaworapat reported the number of attendees was lower than expected. Presentations on the first day could have been more organized. Second day, volunteers were more prepared. International orientation was well attended. In the future, we should have more reps on hand for tabling.

Codoy confirmed changes in the network resulted in students having difficulties in downloading the app because they do not have wifi. Ho reported on issues with the wifi and the College being aware of the problem. All reps should be using the app regularly to interact with our members on the app. Mature Students Orientation had no set schedule of events, just tabling between 6 and 8. Returning students were giving campus tours to new students.

- **Welcome Week**

Klassen provided the plan for tabling for our upcoming welcome week events.

- **Beverage Garden**

Wittayaworapat gave a very detailed description of the Beverage Garden and all the important details including a site map.

- **SHIFT**

Bandyopadhyay reported on the weeklong events that take place September 24-28. The DSU will be tabling but will not be taking a major role in the events.

9. **OTHER BUSINESS**

Dalton and Beasley will provide an update on the renovation project for the first and third floors of the Students' Union Building, as well as an update regarding the procurement of new signage.

Dalton reported on the need to have signage permits for the new signage being installed by Seen Signs.

18/08/27:11 **MOTION**

Wittayaworapat/Wotherspoon

Be it resolved that the offer by Seen Signs to acquire the correct signage permit be accepted at a cost of up to \$1750 for four new professional, 3-dimensional signs for each side of the Students' Union Building.

CARRIED

Beasley reported on current negotiations with Terra Housing to meet budget requirements for the project.

Beasley will report on an ongoing dispute with Douglas College regarding regular maintenance issues, and in specific, the College's incurring of expenses to clean the Students' Union's grease trap against the direction of the Students' Union.

18/08/27:12 **MOTION**

Codoy/Chirino

Be it resolved that A1 Septic be banned from our building;

Be it further resolved that legal counsel be sought to look at the relationship with the institution concerning the maintenance contracts.

CARRIED

10. **UPCOMING MEETINGS**

The Board is scheduled to meet at 4:30pm on the dates and in the locations indicated below:

- Monday, September 17 – NWC
- Monday, October 1 – COQ
- Monday, October 15 – NWC
- Monday, November 5 – NWC
- Monday, November 19 – COQ
- Monday, December 3 – NWC
- Monday December 17 – NWC

11. ANNOUNCEMENTS

Announcements may be made at this time.

12. ADJOURNMENT

Adopted by the Representative Committee on September 17, 2018



Tanysha Klassen, Chair

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Andrew Dalton, Executive Director