

MINUTES

Douglas Students' Union Board of Directors
Friday, May 8, 2020 – 9:00am • Online

Board Members Present

Accessibility Representative.....	Matthew Somerville
Campus Representative.....	Bikrum Hothi
Campus Representative.....	Danna Domasig
Campus Representative.....	Jed Palad
Campus Representative.....	Jinia Mand
Campus Representative.....	Michael Gomez
Campus Representative.....	Amrita Ramkumar
Director of Campus Life.....	Melissa Chirino
Director of College Relations.....	Nikiel Lal
Director of External Relations.....	Caitlin Spreeuw
Director of Finance.....	Eric Sundmark
Director of Membership Development.....	Ariel Ataiza
Indigenous Students' Representative.....	Vanessa Le Mercier
Pride Representative.....	Mae Jamisola
Women Students' Representative.....	Gurpinder Gaidu

Staff Present

Accounting & Finance Coordinator.....	Roxana Matasa
Executive Director.....	Andrew Dalton
Organiser – Advocacy.....	Tracy Ho
Organiser – Events.....	Deepa Singh
Organiser – Membership Outreach.....	Delaney Sullivan
Services Coordinator.....	Ashley Gordon

DALTON DECLARED THE MEETING QUORATE: 9:06 AM

BOARD MEMBERS SIGNED THE OATH OF OFFICE AND NON-DISCLOSURE AGREEMENTS
BEFORE THE MEETING STARTED.

1. ACKNOWLEDGEMENT OF TERRITORY

Dalton acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

20/05/08:01 MOTION
Chirino/Jamisola
Be it resolved that the agenda be adopted.
CARRIED

3. ADOPTION OF MINUTES

20/05/08:02 MOTION
Lal/Sundmark
Be it resolved that the minutes of the Board of Directors meeting held April 20, 2020 be adopted.
CARRIED

4. STANDING COMMITTEES REPORTS

Nothing to report as standing committees have not been struck.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Lal reported that there had not been a meeting since our last board meeting, but that the next college board meeting is scheduled for May 21st and that there will be a report for our next board meeting.

5.2 Education Council

No report was provided.

5.3 SMT Meeting and Joint Operations Committee

Dalton reported that the next joint operations meeting will be in the first week of June, after the new Director of Student Services begins. Dalton and Ho explained the purpose of the Joint Operations meeting.

5.4 General Relations with Douglas College

Dalton reported that the college has sent out emails for students who paid for parking in the winter semester, and they will be receiving a refund for April. Cheques will be issued in tandem with April UPASS refunds.

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

No old business was discussed.

8. NEW BUSINESS

8.1 Appointment of Portfolio Positions

Dalton explained the election process for the portfolio positions. The Board will appoint the following portfolio positions:

- Staff relations officer
- BC Executive Representative
- Chairperson
- Deputy Chairperson

Dalton opened the floor for nominations for Staff Relations officer.

Spreeuw nominated Melissa Chirino. Chirino accepted.

Chirino was elected as the SRO.

Dalton opened the floor for nominations for BC Executive Representative

Ataiza nominated Eric Sundmark. Sundmark accepted.

Sundmark was elected as BC exec Rep.

Dalton opened the floor for nominations for Chairperson.

Sundmark nominated Nikiel Lal. Lal accepted.

Lal was elected as chairperson.

Dalton opened the floor for nominations for Deputy Chairperson.

Chirino nominated Caitlin Spreeuw. Spreeuw accepted.
 Spreeuw was elected as Deputy Chairperson.

20/05/08:03 MOTION
 Gaidu/Hothi

Be it resolved that the following portfolio positions be ratified:

- Staff relations officer – Melissa Chirino
- Representative-Local 6 Member on the Executive Committee of the BC Federation of Students – Eric Sundmark
- Chairperson – Nikiel Lal
- Deputy Chairperson – Caitlin Spreeuw

CARRIED

8.2 Appointment of Committee Members

Ataiza presented a list of recommended committee appointments from the executive for the Budget and Operations Committee, Organizational Development Committee, Campaigns Working Group and Campus Life Working Group. See schedule A.

20/05/08:04 MOTION
 Ramkumar/Chirino

Be it resolved that the recommendations from the executive committee for the following committees be accepted: Budget and Operations Committee, Organizational Development Committee, Campaigns Working Group and Campus Life Working Group.

CARRIED

SCHEDULE A

Budget and Operations Committee	
Eric Sundmark - Director of Finance (chair)	Staff Resource - Andrew Dalton
Melissa Chirino - Director of Campus Life	Roxana Matasa
Caitlin Spreeuw - Director of External Relations	
Michael Gomez - NW Campus Representative *	
Vanessa Le Mercier - Indigenous Representative *	
Organizational Development Committee	
Ariel Ataiza - Director of Membership Development (chair)	Staff Resource - Andrew Dalton
Nikiel Lal - Director of College Relations	Delaney Sullivan
Eric Sundmark - Director of Finance	
Jed Palad - NW Campus Representative *	
Mae Jamisola - Pride Representative *	
Campus Life Working Group	
Melissa Chirino - Director of Campus Life (chair)	Staff Resource - Deepa Singh
Ariel Ataiza - Director of Membership Development	Delaney Sullivan
Amrita Ramkumar - NW Campus Representative *	
Bikrum Hothi - COQ Campus Representative *	
Matthew Somerville - Accessibility Representative *	
Campaigns Working Group	
Caitlin Spreeuw - Director of External Relations (chair)	Staff Resource - Tracy Ho
Nikiel Lal - Director of College Relations	Delaney Sullivan
Jinia Mand - NW Campus Representative *	
Danna Domasig - COQ Campus Representative *	
Gurpinder Gaidu - Women's Representative *	
Labour Relations Committee	
Melissa Chirino - Staff Relations Officer	Staff Resource - Andrew Dalton
Gurpinder Gaidu*	
Ariel Ataiza*	
Douglas College Appeals Committee	
Jed Palad*	Staff Resource - Tracy Ho
Vanessa Le Mercier*	Ashley Gordon
Amrita Ramkumar*	
Club Council	
Eric Sundmark - Director of Finance	Staff Resource - Delaney Sullivan
Melissa Chirino - Director of Campus Life	
Ariel Ataiza - Director of Membership Development	
1 Executive from each DSU Club	

Dalton and Ho explained the purpose of the Labour Relations committee and Douglas College Appeals committee.

Dalton noted that Melissa, as the SRO is automatically part of the labour relations committee and opened the floor for nominations for the additional 2 positions.

Ramkumar nominated herself.

Gaidu nominated herself.

Ataiza nominated himself.

The board conducted an anonymous electronic vote.

20/05/08:05

MOTION

Ramkumar/Sundmark

Be it resolved that Gurpinder Gaidu and Ariel Ataiza be appointed to the labour relations committee.

CARRIED

Dalton opened the floor for nominations for the Douglas College Appeals committee.

Ramkumar nominated Gurpinder Gaidu. Gaidu declined the nomination.

Ataiza nominated Amrita Ramkumar. Ramkumar accepted nomination.

Palad nominated himself.

Le Mercier nominated herself.

Chirino nominated Jinia Mand. Mand accepted nomination.

The board conducted an anonymous electronic vote.

20/05/08:06

MOTION

Hothi/Sundmark

Be it resolved that Jed Palad, Amrita Ramkumar and Vanessa Le Mercier be appointed to the Douglas College Appeals committee.

CARRIED

8.3 Donation of Computers

The board discussed a request for donations of computers for students that do not have access for their studies during COVID-19. Gordon explained that a student group has approached us asking for some old refurbished computers to supply to students who need them for online learning amid COVID-19. The board discussed the logistics of this program and what the DSU could offer.

20/05/08:07

MOTION

Chirino/Sundmark

Be it resolved that the Douglas Students' Union donate 10 computers (previously from the computer lab) to the Vancouver tech drive program and to be used solely for Douglas College students.

CARRIED

9. OTHER BUSINESS

No other business was discussed.

10. UPCOMING MEETINGS

- Monday May 25 at 4:30pm, Online

- Monday June 8 at 4:30pm, Online

11. ANNOUNCEMENTS

Chirino announced – Netflix party tonight at 7pm, with a showing of Baby Driver.

12. ADJOURNMENT

MEETING ADJOURNED AT 10:01AM

Adopted by the Representative Committee on May 25, 2020

Nikiel Lal, Chair

Andrew Dalton, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, May 25, 2020 – 4:30pm • Online Zoom

Board Members Present

Accessibility Representative.....	Matthew Somerville
Campus Representative.....	Bikrum Hothi
Campus Representative.....	Danna Domasig
Campus Representative.....	Jed Palad
Campus Representative.....	Michael Gomez
Campus Representative.....	Amrita Ramkumar
Director of Campus Life.....	Melissa Chirino
Director of College Relations.....	Nikiel Lal
Director of External Relations.....	Caitlin Spreeuw
Director of Finance.....	Eric Sundmark
Director of Membership Development.....	Ariel Ataiza
Indigenous Students' Representative.....	Vanessa Le Mercier
Pride Representative.....	Mae Jamisola
Women Students' Representative.....	Gurpinder Gaidu

Board Members Absent

Campus Representative.....	Jinia Mand
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Staff Present

Accounting & Finance Coordinator.....	Roxana Matasa
Executive Director.....	Andrew Dalton
Organiser – Advocacy.....	Tracy Ho
Organiser – Events.....	Deepa Singh(Left 5:00pm)
Organiser – Membership Outreach.....	Delaney Sullivan
Services Coordinator.....	Ashley Gordon

Guests Present

AVP, Academic and Student Affairs.....	Sarah Dench
Director, Student Affairs and Services.....	Patty Hambler

LAL DECLARED THE MEETING QUORATE: 4:30PM

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

20/05/25:01

MOTION

Gaidu/Chirino

Be it resolved that the agenda be adopted.

CARRIED

3. DOUGLAS COLLEGE

Lal welcomed Sarah Dench and Patty Hambler to the meeting and guided everyone through a roundtable of introductions.

Lal handed the floor to Dench.

Dench introduced herself and talked about her role with the College. She is responsible for services and supports for students in programs, Athletics, Registrar, Student Affairs and Services, and Learning Centers. She works with policies and frameworks for programs and maintains strong relationships with deans and associate deans, and faculties.

She discussed the move to emergency operations at the start of the pandemic. They are continuing to work and adapt to new changes while listening to the Ministry, daily debriefs, and keeping in touch with other

institutions. They are currently working to get ready for the fall semester with current renovations in the college to transition the main concourse to a one stop shop of services, registrar, Student affairs and services, career center, and administrative services.

The College continues to work on planning for a new building across the street and have received positive information from the Ministry.

Over the past couple of months, she has led the SVMP policy revisions and continues to work on the strategic plan.

Hambler introduced herself and expressed that the directors are her first student interaction since she began her role.

Her role oversees many departments, such as Accessibility, Student Life, Indigenous Services, and Counseling. She has extensive experience in working in Student Affairs and Services and has worked with many student organizations on indigenization and mental health issues.

She has only been in her role for a week but things are happening quick. She is looking at new and existing services, and how to operate in these types of circumstances.

The Floor was opened for questions.

Before answering any questions, Dench explained the directions received from the Ministry around guiding principles for re-opening. They include health and safety and delivering services within guidelines, but they are very general. Post-secondary institutions have so many functions and the guidelines introduced to date are by industry and the College has many services that fall under different categories.

Ministry has struck a committee to look at post-secondary institutions with a 3-week window to define specific guidelines. The committee has to consider all the existing regulations. Deadline internally for a draft was last Friday so they are hoping for end of next week for draft guidelines. The College is considering different potential scenarios, which include all online or a hybrid system with some face to face instruction. For courses, they want to decide by June 21 (registration) so students know what to expect for the fall. They are factoring in conversations about labs because not all can be done online. They want services to return to campus, with distance, if there is a way to keep a rotation to ensure that there is face to face with services.

Sundmark – Are we in the same boat as SFU, UBC? And what happens with students not being comfortable?

Dench – We are technically in the same pool but we have less students. Those institutions with larger class sizes have many more challenges in keeping distances and those have already decided to remain online. Facilities has begun measuring sizes of classrooms to see if we can keep 6ft apart. It is natural to want to be together and learn together but the current system is it the right thing to do. We have to consider the webs of connections for everyone.

Dench asked Jamisola about plans for Pride for the summer. Mae answered that New Westminster pride and Vancouver Pride events have been cancelled but will be doing stuff online to maintain that connection through social media.

Sullivan – What will online courses look like from the administrative back end of that operations? Will they be considered online courses or courses provided online.

Dench – The would be recognized as online courses and Lab fees are an issue they are considering in all this.

Chirino asked about international students and issues surrounding immigration.

Dench responded that a lot of that is guided my immigration. Issues they are considering with students not in the country include time zones and having to be online for classes. They are currently looking at issues moving forward because this is different than March because of obligations to home countries and some students had to go home or were not able to go home.

There were no more questions.

Dench explained that she is happy to help with whatever she can through this difficult time and reps and staff should not hesitate to reach out with any questions.

Hambler expressed that if students are bringing concerns forward, please bring that feedback forward to the College.

Lal thanked for Dench and Hambler for joining the meeting and for answering all the questions.

Hambler and Dench left the meeting at 5:13pm

4. **ADOPTION OF MINUTES**

20/05/25:02 **MOTION**
 Ramkumar/Palad

Be it resolved that the minutes of the Board of Directors meeting held May 8, 2020 be adopted.

CARRIED

5. **STANDING COMMITTEES REPORTS**

5.1 **Budget and Operations Committee**

Sundmark reported that the committee has not met but will be meeting tomorrow at 3:30. He reported that the donation letter for the computers had been signed off and delivered. He provided an update on the Food Bank service with 111 E-gift cards being issued to date.

Dalton provided an update on construction. The project is currently on schedule and he will be attending a walkthrough of the project on Wednesday.

Gaidu asked about reps being back on the office for the fall.

Eric gave a very big overview of the BCFS meeting that presented on issues to consider for re-opening. At this point, we are continuing to follow directions of the Ministry, Health Authorities, and Work Safe BC to determine moving forward this summer.

5.2 **Organizational Development Committee**

Ataiza reported on the first meeting last Friday. The BCFS bulk purchase store is now open. The committee reviewed deadlines, discussed what swag to order, and how to distribute swag to students in a safe way. The committee is currently waiting on inventory counts to determine need.

Sullivan reported that the DSU Promo video first draft should be ready by next week for review.

5.3 **Campaigns Working Group**

Spreeuw reported they have not met and will be hoping to meet next week after the campaigns orientation session on Friday.

5.4 **Campus Life Working Group**

Chirino reported they have not met and are waiting for next week after the campus life orientation session Wednesday.

5.5 **Other Committees, Collectives or Councils**

Nothing to report.

6. **REPORT ON COLLEGE RELATIONS**

6.1 **Board of Governors**

Lal reported on Board of Governors. Dench had already reported at the start of the meeting most of the information from the Board. Lal reported that enrollment for International students is down 15%, domestic students are up 8%, with the total registration numbers down 3.1% total. Although enrollment is currently down from last year, it is higher than any other previous year.

6.2 **Education Council**

Ho reported that the current chair and vice chair are not returning and there are currently a lot of vacancies on the council. Nominations are open until Wednesday.

The Ad Hoc committee updating the bylaws has met a couple more times and will meet again before breaking for summer.

The councils main consideration at this point is safety for the whole community on campus.

Criminology prof, Graeme Bowbrick was elected for chair and Joan crisp was elected for vice chair.

6.3 **SMT Meeting and Joint Operations Committee**

Lal reported on the SMT meeting. Questions brought forward by Lal to the meeting were questions about enrollment numbers, updates of operations and Sexual Violence and Misconduct Policy

timelines.

Dalton reported that Joint Operations committee is being planned for the first week of June.

6.4 General Relations with Douglas College

Nothing to report.

7. CONFIDENTIAL SESSION

7.1 Report of the Labour Committee*

7.2 Legal Affairs*

7.3 Motions Arising from the Confidential Session

Members will consider any matters arising from the confidential sessions that require action.

8. OLD BUSINESS

No old business will be considered at the meeting.

9. NEW BUSINESS

9.1 Signing Officers

20/05/25:03

MOTION

Ramkumar/Domasig

Be it resolved that Eric Sundmark be appointed as a signing officers on all accounts with the Envision Financial;

Be it further resolved that signing officers with the Envision Financial be confirmed as Dalton, Ho, Chirino, and Sundmark.

CARRIED

20/05/25:04

MOTION

Jamisola/Hothi

Be it resolved that Nikiel Lal, Eric Sundmark, and Amrita Ramkumar be appointed as a signing officers 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 Dalton, Ho, Chirino, Lal, Sundmark, and Ramkumar.

CARRIED

9.2 Standing Committee on Student Awards

Chirino reported on her role as the student rep on the committee for the past year.

Sundmark nominated Ataiza. Ataiza accepted.

20/05/25:05

MOTION

Gaidu/Chirino

Be it resolved that Ariel Ataiza be appointed to the Standing Committee on Student Awards

CARRIED

10. OTHER BUSINESS

Other business may be presented at this time.

11. UPCOMING MEETINGS

The board will review proposed upcoming board meetings for consideration.

- Monday June 8 at 4:30pm, Zoom - Spreeuw
- Monday June 29 at 4:30pm, Zoom - Lal
- Monday July 13 at 4:30pm, Zoom - Spreeuw

- Monday July 27 at 4:30pm, Zoom - Lal
- Monday August 10 at 4:30pm, Zoom - TBD
- Monday August 24 at 4:30pm, Zoom - TBD

12. ANNOUNCEMENTS

Dalton reminded the board that the next orientation session is being held Wednesday at 8:45am.

13. ADJOURNMENT – 5:44PM

Adopted by the Representative Committee on June 8, 2020

Nikiel Lal, Chair

Andrew Dalton, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, June 8 2020 – 4:30pm• Online Zoom

Board Members Present

Accessibility Representative.....	Matthew Somerville*
Campus Representative.....	Bikrum Hothi*
Campus Representative.....	Danna Domasig*
Campus Representative.....	Jinia Mand*
Campus Representative.....	Jed Palad*
Campus Representative.....	Amrita Ramkumar*
Director of Campus Life.....	Melissa Chirino*
Director of College Relations.....	Nikiel Lal*
Director of External Relations.....	Caitlin Spreeuw*
Director of Finance.....	Eric Sundmark*
Director of Membership Development.....	Ariel Ataiza*
Indigenous Students' Representative.....	Vanessa Le Mercier*
Pride Representative.....	Mae Jamisola (joined 4:35)
Women Students' Representative.....	Gurpinder Gaidu*

Board Members Absent

Campus Representative.....	Michael Gomez
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Staff Present

Accounting & Finance Coordinator.....	Roxana Matasa
Executive Director.....	Andrew Dalton
Organiser – Events.....	Deepa Singh
Organiser – Membership Outreach.....	Delaney Sullivan
Services Coordinator.....	Ashley Gordon

SPREEUW DECLARED THE MEETING QUORATE AT 4:30PM

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson acknowledged the territory of the Coast Salish peoples and all the lands that we are currently doing our work.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

20/06/08:01 MOTION
Sundmark/Hothi
Be it resolved that the agenda be adopted.
CARRIED

3. ADOPTION OF MINUTES

20/06/08:02 MOTION
Mand/Le Mercier
Be it resolved that the minutes of the Board of Directors meeting held May 25, 2020 be adopted.
CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Sundmark reported on the Budget and Operations meeting. He reported on the computer donations for students and the request for reporting to ensure that demand is being met by the program.

The Food Bank program is seeing heavy usage with the new ease of the service.

Finally, Sundmark reported on the Worksafe BC guidelines that need to be adhered to for the fall semester.

4.2 Organizational Development Committee

Ataiza reported the committee have not met but are meeting tomorrow to discuss the bulk purchase order.

4.3 Campaigns Working Group

Spreeuw reported on working group. The group discussed work done this past term and looked at material that came out of orientation, focusing on important dates and coming up with a brief introduction on what is important and what should be worked on moving forward.

Spreeuw discussed open positions of the working group and how to engage members who would be good to join.

4.4 Campus Life Working Group

Chirino reported on the campus life working group held last Tuesday. The working group discussed events that people wanted to do. There is a Mediation session this week and work is being done to plan the June calendar. Everyone is free to join the meetings and participate.

4.5 Other Committees, Collectives or Councils

Le Mercier reported on National Indigenous day. Videos are being created with Douglas College Elders that include a question and answer period and helpful resources. There is potential for another video that will include a showcase of indigenous artwork, music, and poetry.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Lal reported that the next meeting is June 25, 2020. Since the last report, there is nothing new to report on but is open to answering any questions Directors may have. There were no questions at this time.

5.2 Education Council

Ataiza reported that the council is meeting next week on June 15, 2020.

5.3 SMT Meeting and Joint Operations Committee

Dalton reported on the upcoming joint ops meeting being held this Wednesday.

5.4 General Relations with Douglas College

Nothing to report

IN-CAMERA: 4:46

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee*

6.2 Legal Affairs*

6.3 Motions Arising from the Confidential Session

Members will consider any matters arising from the confidential sessions that require action.

EX-CAMERA 4:58

7. OLD BUSINESS

No old business will be considered at the meeting.

8. NEW BUSINESS

8.1 Office Computer

The Board discussed the purchase of a new computer for Tracy Ho, Organiser-Advocacy. The computer that Ho is currently using is outdated, not functioning properly, and needs to be updated.

- 20/06/08:03 MOTION**
Somerville/Domasig
Be it resolved that a new 21.5" iMac computer be purchased for Tracy Ho at a cost of up to \$2000 as recommended by the Budget and Operations Committee.
CARRIED

8.2 Black Lives Matter Artwork

On June 1, 2020, Artwork from Sacree Frangine was used in a post about standing up against racism. The board discussed payment for the artwork.

- 20/06/08:04 MOTION**
Chirino/Sundmark
Be it resolved that a payment of \$100 be made to Sacree Frangine for use of artwork for the DSU Black Lives Matter social media post.
CARRIED

8.3 Bulk Purchase Order

The Board discussed the summer bulk purchase order. The Budget and Operations committee recommended a budget of \$20,000 to ensure that adequate swag materials are ordered for the fall semester.

- 20/06/08:05 MOTION**
Chirino/Palad
Be it resolved that up to \$20,000 be approved for the summer BCFS bulk purchase order.
CARRIED

8.4 BCFS 78th Semi-Annual General Meeting

- 20/06/08:06 MOTION**
Ramkumar/Domasig
Be it resolved that Sundmark, Spreeuw, and Ho be sent as delegates to the BCFS 78th Semi-Annual General Meeting July 15, 2020.
CARRIED

9. OTHER BUSINESS

Chirino highlighted the need to support the Black Lives Matter movement and put forward a motion to support a fundraiser directly related to the movement.

- 20/06/08:07 MOTION AS AMENDED**
Chirino/Sundmark
Be it resolved that \$500 be donated to the gofundme fundraiser for Regis Korchinski.
CARRIED

Chirino reminded all Directors that they should be checking their slack regularly as it is the main form of direct communication used at this time.

10. UPCOMING MEETINGS

The board will review proposed upcoming board meetings for consideration.

- Monday June 29 at 4:30pm, Zoom - Lal
- Monday July 13 at 4:30pm, Zoom - Spreeuw
- Monday July 27 at 4:30pm, Zoom - Lal
- Monday August 10 at 4:30pm, Zoom - TBD

- Monday August 24 at 4:30pm, Zoom - TBD

11. ANNOUNCEMENTS

Lal announced that him and Gomez have gone into production for their workout video.

Sullivan reminded people to keep schedules up to date with her so she can do scheduling accurately.

12. ADJOURNMENT – 5:15

Adopted by the Representative Committee on June 29, 2020

Nikiel Lal, Chair

Andrew Dalton, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, June 29 2020 – 4:30pm • Online Zoom

Board Members Present

Accessibility Representative.....	Matthew Somerville
Campus Representative.....	Bikrum Hothi
Campus Representative.....	Danna Domasig
Campus Representative.....	Jinia Mand (joined 4:57)
Campus Representative.....	Michael Gomez
Campus Representative.....	Jed Palad (joined 4:45)
Director of Campus Life.....	Melissa Chirino
Director of College Relations.....	Nikiel Lal
Director of External Relations.....	Caitlin Spreeuw
Director of Finance.....	Eric Sundmark
Director of Membership Development.....	Ariel Ataiza
Indigenous Students' Representative.....	Vanessa Le Mercier
Pride Representative.....	Mae Jamisola
Women Students' Representative.....	Gurpinder Gaidu

Board Members Absent

Campus Representative.....	Amrita Ramkumar
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Staff Present

Accounting & Finance Coordinator.....	Roxana Matasa
Executive Director.....	Andrew Dalton
Organiser – Events.....	Deepa Singh

THE CHAIR DECLARED THE MEETING QUORATE AT 4:30PM

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson acknowledged the territory of the QayQayt First Nation and the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

20/06/29:01 **MOTION**
 Gaidu/Chirino
 Be it resolved that the agenda be adopted.
 CARRIED

3. ADOPTION OF MINUTES

20/06/29:02 **MOTION**
 Hothi/Domasig
 Be it resolved that the minutes of the Board of Directors meeting held June 8, 2020 be
 adopted.
 CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Sundmark reported that the committee has not met in the reporting period but has been working on ensuring timesheets to date have been reviewed, approved, and signed. He further reported that there have been 329 gift cards issued for the Food bank.

Dalton reported that the construction project for L2 is still on track to complete July 17. There is a walkthrough on July 7 with the contractors, project management, designers, and the architect.

Sundmark provided an update on the Health and Dental plan meeting with Gallivan. He reported on the small proposed changes to the plan for the upcoming 2020/2021 academic year.

20/06/29:03

MOTION

Gaidu/Somerville

Be it resolved that the combined Health and Dental cost be increased by \$0.12 per student for a total cost of \$207.48.

CARRIED

Dalton and Matasa reported on the current state of the investments with Envision Financial and the current rates for GICs in Canada. They are currently lower than earlier this year and it is recommended that the investment move forward before interest rates continue to decrease.

20/06/29:04

MOTION AS AMENDED

Chirino/Spreeuw

Be it resolved that \$2,300,000 be reinvested into GICs with Envision Financial at the best available rate in redeemable and non-redeemable term deposits.

CARRIED

4.2 Organizational Development Committee

Ataiza reported that the committee has met twice in the reporting period. In the meetings, the committee decided on swag materials to order for the bulk purchase order and worked together on choosing the artwork. The working group also made recommendations on purchasing PPE materials and work on the DSU promo video that will be discussed later in this meeting.

4.3 Campaigns Working Group

Spreeuw reported that the working group met June 22. The working group discussed general members of the group and assigned reps to work on recruitment for those positions. The working group focused on advocacy goals and priorities of reps for the coming year and talked a lot about the Fairness for International Students campaign. Some of the work coming up will include inviting international students to share their stories and the effects of COVID on their lives. The working group has also been working on an OER survey that will be sent out to students.

Spreeuw further reported on the Provincial Budget Consultation. Spreeuw signed up to present to the committee but was not provided a spot for the consultation so a video presentation was submitted that focused on needing a new system for institutional funding.

4.4 Campus Life Working Group

Chirino reported that a Netflix party was held and very successful. The Campus Life working group will be meeting soon to discuss future events. Chirino and Singh attended a meeting about EDGE. EDGE will be held digitally this fall with all students welcome to attend.

Singh further expanded on EDGE. She reported that while it will definitely be different this year, many positive ideas for events are being worked on. The DSU will again be providing black string bags to fill with EDGE materials that will include Ziploc packages for students to participate remotely. There will be a gift for all participants of \$20 for Skip the Dishes and the cost will be split between DC and the DSU. We will be hosting the after party, which will include a live DJ and potentially a Netflix party and some online games.

4.5 Other Committees, Collectives or Councils

Somerville reported on accessibility collective and the focus on mental health. He wants to work on a video series aimed at helping students and is looking for volunteers to help him with the project.

Spreeuw reported on the Executive and Staff planning day. While the event is usually a one day event, this year it was held virtually over 2 days. The meetings included a SWOT analysis and thorough discussion on priorities for this coming year. Dalton further reported that the work of the planning day helps guide and direct the strategic plan for the coming year and years.

Gaidu reported on a meeting of the collectives. The collective representatives set goals and talked about plans for each collective.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Lal reported on the final board meeting of the term that was held on Thursday, June 25. The meeting focused on reports on the strategic and operational plans of the College, the Anti-Racism article by Dench, and the approval of the new program, the Bachelor of Science in Health Information Management.

All members of the Board of Governors were re-assigned to their committees.

Lal reported on the proposed entrance requirement change from C to C+. The proposed change was not approved as the Board would like further research and data to be reviewed over the coming years before making any changes.

Dalton reported that the letter to the Board of Governors concerning a request for a tuition freeze for the fall did not make it to the agenda as it was submitted without enough notice. Dalton will be attending a meeting with Senior Management on June 30 to discuss the letter.

5.2 Education Council

Ataiza reported on last meeting of the term on June 15. The council is still looking to fill one more student position. The nomination period closes July 8 and Ataiza encouraged reps to consider putting their name forward. He was happy to report that the library is thrilled to release lots of E-Books for COVID times.

Gaidu asked about term of the position. Lal and Ataiza reported that the term is one year starting in September.

5.3 SMT Meeting and Joint Operations Committee

Dalton reported on the Joint Ops meeting. At the meeting, the committee discussed the renovations in DC and in the DSU. The DC renovation will not be completed until early September. The committee then focused on discussion of the fall, including online and in-person instruction, UPass, fees for international students not in Canada, membership lists with emails, software requirements for members studying at home, and logistics of opening the Coquitlam spaces for the fall semester.

5.4 General Relations with Douglas College

Nothing to report

In-Camera 5:15

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee*

6.2 Legal Affairs*

Ex-Camera 5:31

6.3 Motions Arising from the Confidential Session

20/06/29:05

MOTION

Ataiza/Le Mercier

Be it resolved that the Board of Directors move forward in working with Douglas College International department on the app upon completion of the signed Terms of Reference.

CARRIED

7. OLD BUSINESS

No old business will be considered at the meeting.

8. NEW BUSINESS

8.1 Bulk Purchase Order

Ataiza reported on the recommendation of the Organizational Development Committee to purchase PPE materials for the fall such as personal hand sanitizers for members, face masks for students visiting the

office, and other necessary PPE materials.

- 20/06/29:06 MOTION**
Chirino/Somerville
Be it resolved that up to \$10,000 be approved for the purchase of personal hand sanitizers, face masks, and other PPE materials for members.
CARRIED

8.2 DSU Promo Video

The Board will discuss the recommendation from the Organizational Development Committee to have Ben Glassco Photography return to film one more day of footage to capture the renovated level 2 of the DSU building and the DSU lounge in Coquitlam.

Ariel reported on the recommendation from the Organizational Development committee to have Ben Glassco return for another day of shooting to focus on the Coquitlam lounge and the new L2 renovations in the DSU building in New Westminster.

Gaidu asked if reps will be required for the new filming. Ataiza responded that some reps will be asked to aid with the shooting with proper precautions in place.

- 20/06/29:07 MOTION**
Sundmark/Domasig
Be it resolved that Ben Glassco Photography be engaged to return for one more day of filming for the DSU promo video at a cost of no more than \$1200.
CARRIED

9. OTHER BUSINESS

Other business may be presented at this time.

10. UPCOMING MEETINGS

The board will review proposed upcoming board meetings for consideration.

- Monday July 13 at 4:30pm, Zoom - Spreeuw
- Monday July 27 at 4:30pm, Zoom - Lal
- Monday August 10 at 4:30pm, Zoom - TBD
- Monday August 24 at 4:30pm, Zoom - TBD

11. ANNOUNCEMENTS

Lal reported that the workout video with Gomez was complete and they will be working on the next session soon.

12. ADJOURNMENT – 5:46

Adopted by the Representative Committee on July 13, 2020

Nikiel Lal, Chair

Andrew Dalton, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, July 13 2020 – 4:30pm • Online Zoom

Board Members Present

Campus Representative.....	Amrita Ramkumar
Campus Representative.....	Bikrum Hothi
Campus Representative.....	Danna Domasig
Campus Representative.....	Jinia Mand
Campus Representative.....	Michael Gomez
Campus Representative.....	Jed Palad
Director of Campus Life.....	Melissa Chirino
Director of College Relations.....	Nikiel Lal
Director of External Relations.....	Caitlin Spreeuw
Director of Finance.....	Eric Sundmark
Director of Membership Development.....	Ariel Ataiza
Indigenous Students' Representative.....	Vanessa Le Mercier
Pride Representative.....	Mae Jamisola
Women Students' Representative.....	Gurpinder Gaidu

Board Members Absent

Accessibility Representative.....	Matthew Somerville
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Staff Present

Accounting & Finance Coordinator.....	Roxana Matasa
Organiser – Advocacy.....	Tracy Ho
Organiser – Membership Outreach.....	Delaney Sullivan
Services Coordinator.....	Ashley Gordon

SPREEUW DECLARED THE MEETING QUORATE AT 4:31PM

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson acknowledged the territory of the QayQayt First Nation and the Coast Salish peoples and the different territories we are all working on from home.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

20/07/13:01 MOTION
Gaidu/Ramkumar
Be it resolved that the agenda be adopted.
CARRIED

3. ADOPTION OF MINUTES

20/07/13:02 MOTION
Domasig/Jamisola
Be it resolved that the minutes of the Board of Directors meeting held June 29, 2020 be adopted.
CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Sundmark reported that construction on level 2 is almost complete, we're just waiting on some

deficiencies and the fire inspection. He also reported that we have given out 519 gift cards for foodbank. Sundmark, Gordon and Dalton met to discuss returning to the office. Sundmark reported that moving forward reps and staff will most likely return to work in designated pods.

Sundmark left at 4:35 due to power outage.

4.2 Organizational Development Committee

Ataiza reported that we are looking into hand sanitizers, but nothing else to report right now.

4.3 Campaigns Working Group

Spreeuw reported they have not met since the last meeting, planning for a meeting next week.

4.4 Campus Life Working Group

Chirino reported that they met last Thursday. The committee decided to start assigning reps to certain events to take the lead. They also discussed the possibility of stating a DSU Podcast.

4.5 Other Committees, Collectives or Councils

No reports were provided.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Nothing to report. Next meeting is in September.

5.2 Education Council

Nothing to report. Voting is happening now. Next meeting is in September.

5.3 SMT Meeting and Joint Operations Committee

Lal reported that next joint ops meeting will be in August. Lal reported that Dalton had a meeting with SMT about the letter the DSU sent to the college board. At the meeting, SMT reported that they will be extending the Emergent and Emergency Fund through to the fall semester.

5.4 General Relations with Douglas College

Spreeuw reported that her and Lal attended an Open Douglas working group meeting. The working group is currently working on ZTC programs for associate of sciences and general business programs. There are also grants being made to help faculty create OERs.

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee*

6.2 Legal Affairs*

6.3 Motions Arising from the Confidential Session

Members will consider any matters arising from the confidential sessions that require action.

7. OLD BUSINESS

No old business was considered at the meeting.

8. NEW BUSINESS

8.1 New Westminster Pride

20/07/13:03

MOTION

Jamisola/Ataiza

Be it resolved that a sponsorship package of \$1000 be approved for the New West Pride 2020 celebration.

CARRIED

9. OTHER BUSINESS

9.1 Schedules and Scheduling

Sullivan reminded Board Members to send in schedules for Fall 2020.

The board discussed the upcoming Virtual office hours and that schedules will be made for these as well as for our upcoming virtual events.

Sundmark returned to the meeting at 4:50pm.

10. UPCOMING MEETINGS

The board will review proposed upcoming board meetings for consideration.

- Monday July 27 at 4:30pm, Zoom - Lal
- Monday August 10 at 4:30pm, Zoom - Spreeuw
- Monday August 24 at 4:30pm, Zoom - Lal

11. ANNOUNCEMENTS

Ho reported that the staff and some reps are starting to work on a return to work safety plan with WorkSafe BC.

12. ADJOURNMENT – 5:03PM

Adopted by the Representative Committee on July 27, 2020

Nikiel Lal, Chair

Andrew Dalton, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, July 27 2020 – 4:30pm • Online Zoom

Board Members Present

Accessibility Representative.....	Matthew Somerville
Campus Representative.....	Bikrum Hothi
Campus Representative.....	Danna Domasig
Campus Representative.....	Jinia Mand
Campus Representative.....	Michael Gomez
Campus Representative.....	Jed Palad
Director of Campus Life.....	Melissa Chirino
Director of College Relations.....	Nikiel Lal
Director of External Relations.....	Caitlin Spreeuw
Director of Finance.....	Eric Sundmark
Director of Membership Development.....	Ariel Ataiza
Pride Representative.....	Mae Jamisola
Women Students' Representative.....	Gurpinder Gaidu
Campus Representative.....	Amrita Ramkumar

Board Members Absent

Indigenous Students' Representative.....	Vanessa Le Mercier
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Staff Present

Accounting & Finance Coordinator.....	Roxana Matasa
Executive Director.....	Andrew Dalton
Organiser – Events.....	Deepa Singh
Services Coordinator.....	Ashley Gordon
Organiser – Membership Outreach.....	Delaney Sullivan

LAL DECLARED THE MEETING QUORATE AT 4:30PM

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson acknowledged the territory of the Kwantlen people and the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

20/07/27:01

MOTION

Gaidu/Domasig

Be it resolved that the agenda be adopted.

CARRIED

3. ADOPTION OF MINUTES

20/07/27:02

MOTION

Somerville/Ataiza

Be it resolved that the minutes of the Board of Directors meeting held July 13, 2020 be adopted.

CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Sundmark reported that the committee has not met in the reporting period. Sundmark reported to the board that staff have been working on a tentative opening day of August 17 for the New Westminster campus front desk but planning and organizing is ongoing.

Dalton reported that the construction project is nearly complete with minor deficiencies remaining. Staff have been working the past week to set up offices and organize materials in the new office space.

Gaidu inquired about reps returning to the office before August 17th. Dalton responded that a plan is being set to allow reps the opportunity to return before opening to set up their office spaces and a plan is being put together to create a rotation schedule moving forward.

4.2 Organizational Development Committee

Ataiza reported on the last meeting of the committee. The committee discussed PPE materials that will be available in the office and for members, such as individual sanitizers and masks. We are currently waiting on samples of sanitizer before ordering. He reported on Ben returning to film one final day of filming for the new space.

Ataiza also asked if there are any volunteers to help work on improving the DS app.

4.3 Campaigns Working Group

Spreeuw reported that the working group met on July 20th and discussed progress of individual tasks, the OER survey, and looking for general members to join the working group. The working group also discussed EDGE and campaigns work for the fall semester.

4.4 Campus Life Working Group

Chirino reported that the working group have not met in the reporting period.

4.5 Other Committees, Collectives or Councils

Jamisola reported that Pride week has started. The Pride flag raising events will be taking place on August 4 in New Westminster and August 6 in Coquitlam. The event will be streamed on Instalive at 12:30.

*Jamisola left the meeting at 4:44PM

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Nothing to report.

5.2 Education Council

Ataiza reported on the Education Council elections.

5.3 SMT Meeting and Joint Operations Committee

Dalton reported that the next Joint Operations Committee meeting will be pushed to the end of the month.

5.4 General Relations with Douglas College

Nothing to report.

IN-CAMERA 4:47

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee*

6.2 Legal Affairs*

EX-CAMERA: 4:52PM

6.3 Motions Arising from the Confidential Session

Members will consider any matters arising from the confidential sessions that require action.

20/07/27:03 MOTION
Domasig/Chirino

Be it resolved that the Labour Committee be empowered to work with staff to rehire student staff and commence a hiring process for new student staff if necessary.

CARRIED

7. OLD BUSINESS

No old business considered at the meeting.

8. NEW BUSINESS

8.1 Food Bank

20/07/27:04 MOTION
Ramkumar/Ataiza

Be it resolved that an additional \$10,000 be allocated for the food bank for the current fiscal year.

CARRIED

8.2 BCFS July Annual General Meeting

Spreeuw reported on the BCFS Annual General Meeting held virtually July 15th. The meeting was a shortened version to handle business of the organization. The AGM is normally a 4 day event but was condensed to a 3 hour session of reporting and business. All other regular sessions are being spread out over the summer. Spreeuw reported that the BCFS campaigns plan has been put in Slack and all reps should be taking the time to look at the report. At the next campaigns working group meeting, the attendees will be going over the report and planning for the fall.

Sundmark reported on the budget.

Chirino reported on a motion that she amended to have the anti-racism working group be removed and the report be done by the executive.

9. OTHER BUSINESS

Chirino reported on an event at SFU this Thursday that she is taking part in. She will be on panel of students talking about student experiences during COVID.

Sundmark reported on job postings at Local 15.

10. UPCOMING MEETINGS

The board will review proposed upcoming board meetings for consideration.

- Monday August 10 at 4:30pm, Zoom - Spreeuw
- Monday August 24 at 4:30pm, Zoom - Lal

11. ANNOUNCEMENTS

Sullivan reported that she is still waiting for fall schedules. 8 people still need to put in their schedules for our fall planning.

Sullivan asked reps if they would like a zoom tutorial on how to use Canva for their posters and event planning. The offer was well received and will be organized for August.

Sundmark reminded people about timesheets.

Singh checked in with reps. She has been working with Chirino on prepping for the fall. There is a need for reps to create videos to post on social media. She asked for interested reps and lots showed interest in joining to create videos for back to school events.

Virtual office hours and Ombuds are a part of regular scheduled work so reps need to check the

master matrix regularly.

12. ADJOURNMENT-5:13

Adopted by the Representative Committee on August 10, 2020

Nikiel Lal, Chair

Andrew Dalton, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, August 10, 2020 – 4:30pm • Online Zoom

Board Members Present

Accessibility Representative.....	Matthew Somerville
Campus Representative.....	Bikrum Hothi
Campus Representative.....	Danna Domasig
Campus Representative.....	Michael Gomez
Campus Representative.....	Jed Palad
Director of College Relations.....	Nikiel Lal
Director of External Relations.....	Caitlin Spreeuw
Director of Finance.....	Eric Sundmark
Director of Membership Development.....	Ariel Ataiza
Women Students' Representative.....	Gurpinder Gaidu
Campus Representative.....	Amrita Ramkumar
Indigenous Students' Representative.....	Vanessa Le Mercier
Pride Representative.....	Mae Jamisola

Board Members Absent

Campus Representative.....	Jinia Mand
Director of Campus Life.....	Melissa Chirino

Staff Present

Accounting & Finance Coordinator.....	Roxana Matasa
Executive Director.....	Andrew Dalton
Organiser – Events.....	Deepa Singh
Services Coordinator.....	Ashley Gordon
Organiser – Membership Outreach.....	Delaney Sullivan

SPREEUW DECLARED THE MEETING QUORATE AT 4:30

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson acknowledged the territory of the Coast Salish peoples.

2. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

20/08/:01 **MOTION**
Gaidu/Sundmark
Be it resolved that the agenda be adopted.
CARRIED

3. ADOPTION OF MINUTES

20/08/10:02 **MOTION**
Hothi/Domasig
Be it resolved that the minutes of the Board of Directors meeting held July 27, 2020 be adopted.
CARRIED

4. STANDING COMMITTEES REPORTS

4.1 Budget and Operations Committee

Dalton reported that the construction project on L2 is complete with minor deficiencies being finalized at this time.

4.2 Organizational Development Committee

Nothing to report.

4.3 Campaigns Working Group

Spreeuw reported that the working group have not met since the last board meeting but members of the working group continue to work on their individual tasks assigned by the committee.

4.4 Campus Life Working Group

Singh reported on the working group meeting held the past Thursday. The working group are currently working on calendar of events for the fall and are focused on podcast ideas. They have booked the date and time to start recording podcast at the DSU later in August with logistics still being planned. Plans to date include an introductory video that will focus on COVID and personal experiences.

Singh also outlined other highlights of work moving forward. In the fall the focus will be on shorter videos but more often.

4.5 Other Committees, Collectives or Councils

Gaidu reported on virtual events with IMPACTS. The collective will be working with IMPACTS on virtual events for September, October, and November. Any reps that are able to help out should reach out if you have time to help out.

5. REPORT ON COLLEGE RELATIONS

5.1 Board of Governors

Nothing to report

5.2 Education Council

Nothing to report

5.3 SMT Meeting and Joint Operations Committee

Dalton reported that the Joint Operations Committee will be meeting at the end of August.

5.4 General Relations with Douglas College

Nothing to report

6. CONFIDENTIAL SESSION

6.1 Report of the Labour Committee*

6.2 Legal Affairs*

6.3 Motions Arising from the Confidential Session

Members will consider any matters arising from the confidential sessions that require action.

7. OLD BUSINESS

No old business will be considered at the meeting.

8. NEW BUSINESS

8.1 DSU Clubs Policy

20/08/10:03

MOTION

Somerville/Palad

Be it resolved that notice of motion and first reading be served on the policy amendments to Policy 40.02 Clubs Administration.

CARRIED

8.2 DS App

Ataiza reported on ongoing work with the app. Somerville and Palad have been helping with the work. They all met last Friday and are working towards having it ready for September. The work is focusing on

doing a refresh of the tiles. Ongoing conversations with DC International and Global Engagment continue to look at ways to incorporate the departments into the app and provide tiles. Sullivan presented options for new layout of the tiles.

8.3 COVID-19 Safety Plan

The board discussed progress of the COVID-19 Safety Plan and work to-date on return to work cleaning protocols and procedures.

9. OTHER BUSINESS

Jamisola joined: 4:57

Ho reported on work being done at the institutional level on academic integrity issue.

Many students have brought forward privacy concerns with programs for exams. The College is working on standards and will be putting out a statement to let all students know what rights they have and what the work is being done.

10. UPCOMING MEETINGS

The board will review proposed upcoming board meetings for consideration.

- Monday August 24 at 4:30pm, Zoom - Lal

11. ANNOUNCEMENTS

No announcements.

12. ADJOURNMENT – 5:01

Adopted by the Representative Committee on August 24, 2020

Nikiel Lal, Chair

Andrew Dalton, Executive Director

MINUTES

Douglas Students' Union Board of Directors
Monday, August 24, 2020 – 4:30pm • Online Zoom

Board Members Present

Accessibility Representative.....	Matthew Somerville*
Campus Representative.....	Danna Domasig*
Campus Representative.....	Michael Gomez*
Director of College Relations.....	Nikiel Lal*
Director of External Relations.....	Caitlin Spreeuw*
Director of Finance.....	Eric Sundmark*
Director of Membership Development.....	Ariel Ataiza*
Women Students' Representative.....	Gurpinder Gaidu*
Campus Representative.....	Amrita Ramkumar (4:52)
Indigenous Students' Representative.....	Vanessa Le Mercier*
Campus Representative.....	Jinia Mand*
Director of Campus Life.....	Melissa Chirino*

Board Members Absent

Campus Representative.....	Bikrum Hothi
Campus Representative.....	Jed Palad
Pride Representative.....	Mae Jamisola

Staff Present

Accounting & Finance Coordinator.....	Roxana Matasa
Executive Director.....	Andrew Dalton
Organiser – Events.....	Deepa Singh
Services Coordinator.....	Ashley Gordon
Organiser – Membership Outreach.....	Delaney Sullivan
Organiser – Advocacy.....	Tracy Ho

LAL DECLARED THE MEETING QUORATE AT 4:33PM

1. ACKNOWLEDGEMENT OF TERRITORY

The chairperson acknowledged the territory of the Coast Salish peoples and all the lands that we are working on.

2. DOUGLAS COLLEGE

Patty Hambler, Director of Student Affairs and Services joined the meeting to talk about services and programs for the fall semester. Hambler provided an overview of services and what they will look like for the fall semester, including online events, orientation, student engagement, and student supports. The College will be hosting a series of online events and workshops through zoom for new students, faculty specific information, and parent specific orientations.

Hambler provided a thorough report on supports and services for students for the fall. Students will be able to access online one on one counselling and group counselling, with special accommodations available for those needing in person sessions.

There will also be increased virtual services for accessibility needs, youth in care, and Indigenous students.

Hambler left the meeting at 4:58

3. ADOPTION OF THE AGENDA AND REVIEW OF MEMBERSHIP

20/08/24:01 MOTION
Chirino/Gaidu
Be it resolved that the agenda be adopted.
CARRIED

4. ADOPTION OF MINUTES

20/08/24:02 MOTION
Ataiza/Ramkumar
Be it resolved that the minutes of the Board of Directors meeting held August 10, 2020 be adopted.
CARRIED

5. STANDING COMMITTEES REPORTS

5.1 Budget and Operations Committee

Nothing to report.

5.2 Organizational Development Committee

Ataiza reported on welcome packages for students available by mail. Packages will include planners and helpful information and resources. Members will need to sign up online. Swag packages will also be available for pick up if students are on campus.

Singh reported that if we do welcome tabling it will be one day on each campus. We are waiting to hear from DC Health and Safety Committee for confirmation.

5.3 Campaigns Working Group

Spreeuw reported on the work of the Working Group since the past meeting which included the on-going work on the campaigns plan for the year. Once completed, it will be presented to the board.

Ho reported on work done on the OER survey. Feedback has been received and still looking for photos to include. If anyone has to use an access code and access portal, please let Ho know.

5.4 Campus Life Working Group

Chirino reported that the Working Group has not met since the last meeting. Chirino attended the EDGE leader training and it went really well with the Ataizas leading the training.

5.5 Other Committees, Collectives or Councils

Chirino reported on a workshop by the Anti-Violence Project. The workshop focused on how to implement the *Lets get Consensual* campaign. Chirino reported that the materials are much better this year.

6. REPORT ON COLLEGE RELATIONS

6.1 Board of Governors

Nothing to report.

6.2 Education Council

Ataiza reported the schedule of meetings have been set for the year.

6.3 SMT Meeting and Joint Operations Committee

Lal reported that the schedule for SMT has been set for the year.

Dalton reported that the Joint Operations Committee are meeting this week with an agenda focused on back to campus protocols.

6.4 General Relations with Douglas College

Ho reported that CEIT wants to change the name of myaccount because it is confusing. They are looking for feedback from students. Gaidu, Jinia, Chirino, Spreeuw, and Sundmark expressed interest in helping provide feedback.

7. CONFIDENTIAL SESSION

7.1 Report of the Labour Committee*

7.2 Legal Affairs*

7.3 Motions Arising from the Confidential Session

Members will consider any matters arising from the confidential sessions that require action.

8. OLD BUSINESS

No old business will be considered at the meeting.

9. NEW BUSINESS

9.1 DSU Clubs Policy

20/08/24:03

MOTION

Ataiza/Gaidu

Be it resolved that Policy 40.02, Clubs Administration, be adopted as amended.

CARRIED

9.2 Finance

20/08/24:04

MOTION

Ramkumar/Somerville

Be it resolved that a 12 month cashable term of \$100,000 at Envision financial be cashed and transferred to the general account, and

Be it further resolved that \$100,000 be transferred from Envision Financial to the general account with Royal Bank.

CARRIED

20/08/24:05

MOTION

Ramkumar/Le Mercier

Be it resolved that a new Macbook Air be purchased at a maximum cost of \$2000 be approved.

CARRIED

9.3 COVID-19 Safety Plan and Policy

The board will discuss progress of the COVID-19 Safety Plan and work to-date on return to work cleaning protocols and procedures.

20/08/24:00

MOTION

Sundmark/Domasig

Be it resolved that notice of motion and first reading be served on Policy 30.XX COVID Office Safety Policy.

Carried

20/08/24:00

MOTION

Sundmark/Domasig

Be it resolved that the regular cleaning in the DSU building be increased with a new monthly cost of \$4085.90 be approved.

Carried

9.3 Communications and Scheduling

The Staff and Board of Directors had a thorough discussion about schedules, responsibilities, and ensuring that we are all working together to be successful. A strong focus of the conversation centered on the need for positive communication through the regular use of Slack.

10. OTHER BUSINESS

Other business may be presented at this time.

11. UPCOMING MEETINGS

The board will review proposed upcoming board meetings for consideration.

- Monday September 14 at 4:30pm, Zoom – Spreeuw
- Monday September 28 at 4:30pm, Zoom - Lal
- Monday October 5 at 4:30pm, Zoom - Spreeuw
- Monday October 19 at 4:30pm, Zoom - Lal
- Monday November 9 at 4:30pm, Zoom - Spreeuw
- Monday November 23 at 4:30pm, Zoom - Lal
- Monday December 7 at 4:30pm, Zoom - Spreeuw
- Monday December 14 at 4:30pm, Zoom - Lal

12. ANNOUNCEMENTS

No announcements at this time.

13. ADJOURNMENT – 5:49

Adopted by the Representative Committee on September 14, 2020

Nikiel Lal, Chair

Andrew Dalton, Executive Director