

Board of Directors Meeting Minutes

Tuesday, August 12, 2014

Students' Union Building

1) Meeting Called to Order

4:00PM

PRESENT

Dylan Robinson	President
Leif Douglass	Vice President External
Melissa Gordon	Vice President Internal
Paige Bernard	Women's Representative
Elizabeth Whiting	Aboriginal Representative
Nic Zdunich	LGBTQ Representative
Sabina Donnelly	Graduate Students' Representative
Kaitlin Clement	Director-at-Large
Taylor Gluska	Director-at-Large
Cameron Staff	Director-at-Large

REGRETS

Trad Bahabri	Vice President Finance
Meshari Alanazi	International Students' Representative
Lahana Ghosh	Director-at-Large

ABSENT

STAFF

Nathan Lane	Executive Director
Alex McLellan	Research and Governance Coordinator
Natalie Reisle	Membership Development Coordinator
Abbey McAuley	Services Coordinator

2) Approval of the Agenda

2.1) MOTION
WHITING/STAFF

Be it resolved that the Board of Directors adopt the agenda as presented
CARRIED

3) Approval of the Minutes

3.1) MOTION
CLEMENT/BERNARD

Be it resolved that the Board of Directors adopt the minutes from the July 15, 2014
Board of Directors meeting
CARRIED

3.2) MOTION
GLUSKA/ZDUNICH

Be it resolved that the Board of Directors adopt the minutes from the July 07, 2014; July 09, 2014; July 14, 2014; and July 23, 2014 Executive meetings

CARRIED

4) **Correspondence**

FOR ACTION

FOR INFORMATION

Plan Canada – Thank You Letter for TRUSU Equity Committee Donation

5) **Presentations**

TRUSU India Club – Grant Request for Annual General Meeting, Elections, and Welcome Night 2014

A member of the Club presented a request for a grant to support the Club's first event of the year. The Club has not been active over the summer and plans to use this series of events, held together, to reengage its members and new students from the Indian Subcontinent. The event will be held in two venues, with the Annual General Meeting and Elections held first, and the Welcome Night held later in the Panorama Room on campus. This will allow the Club to make its own food for the first two events, which is more authentic and cost effective than the campus food providers. Costs include security and snacks for the Welcome Night. The event will have no alcohol sold or permitted. The remainder of the costs will be covered using existing funds.

6) **Committee Reports**

Campaigns Committee

Douglass reported that since the last Board meeting, the Committee met three times on July 21, July 28, and August 11. On July 21, members of the Committee rode Kamloops transit system, after having reviewed the internal transit brief, in order to gain a familiarity and identify service issues. On July 28, the Committee reviewed outcomes of the transit ride; received an update on the municipal election polling station on campus; received an update on the Per Credit International Fees campaign; and reviewed the Plan task list. On August 11, the Committee outlined the goals of the transit campaign and developed an implementation plan.

For the Municipal Election campaign, the advance polling station on campus was previously confirmed, and the Union has now met with City of Kamloops staff to confirm details. The polling place will be held in the in Union's Boardroom on Thursday, November 13, and mock set up will be held prior to that date to determine logistics.

For the Per Credit International Fees campaign, TRU World has not changed its position in favour of a blended model of a base fee plus a per credit fee. The Committee's Plan to present to Board of Governors is also unchanged.

For the Transit campaign, the first goal set focuses on communication and reliability. The campaign will recommend that the City improve communication with the details determined by research i.e. a mobile application or electronic signs at stops. Further recommendations include expanding evening and weekend service, particularly the 10: North Shore-TRU Express, and better alignment of transit service with class times. Implementation of the campaign will include a presentation to City Council; participation in the City budget consultation; and meeting with City Transit Planners regarding the smaller, operational recommendations.

Services Committee

No report

Entertainment Committee

Gordon reported that since the last Board meeting, the Committee held one extended meeting to review the status of all events for Kickstart.

The Back-to-School Barbeque preparations are on track. There are currently 74 sponsorships confirmed, raising funds of approximately \$21,000 and providing a fulsome connection to the community for new and returning students. The main stage schedule has been confirmed including Nathan Frose, Ben Bermiller, and a local DJ. The event will also include giveaways including an iPad, a Bookstore gift certificate, and a Sun Peaks Resort pass.

The Tunes Against Tuition Fees Concert preparations are also on track. The line up has been announced with opening bands "Windmills" and "Lauren Mann and the Fairly Odd Folk", and headliner "July Talk". Tuition fee credits have been secured for a giveaway.

The Movie Night is nearly prepared. The venue bookings and audio-visual contracts have been secured, and the license for the film is being pursued and is expected shortly.

For the Poetry Night, a potential keynote poet has been contacted but not confirmed.

For the Common Voices Lecture, a speaker has been confirmed.

Equity Committee

Gordon reported that since the last Board meeting, the Committee met twice on July 24 and August 7. Unfortunately, attendance was poor. The Committee reviewed the budgets for each of its planned events. The Committee also selected a supplier for the Kickstart events magnet and approved the magnet design.

For the Pride Parade, an invitation has been created and a list of businesses and organizations developed. Opening remarks have been developed. Following the Parade a Drag Queen Bingo is planned, and a host is being sought.

For the Graduate Development Day, workshop topics have been selected. Concerns have been raised about event being held on a long weekend.

For the Aboriginal Drum Making Workshop, a host has been contacted, but the Committee is still looking for a venue.

Policy Committee

Robinson reported that since the last Board meeting, the Committee met once on July 22.

The Committee reviewed issues policies and identified revisions to be made to many including Tuition Fees, Student Financial Aid, and Governance of Post-Secondary Institutions. The Committee also proposed the creation of new issues policies on academic freedom, curricula development, flat fees, housing, student transportation, unpaid work, and more.

Robinson has been drafting revisions and new policies for consideration by the Committee at its next meeting.

Executive Committee

Nothing to report

7) Institutional Student Representation Reports

Student Caucus

Robinson reported that since the last Board meeting, the Student Caucus met once on July 30.

The Caucus reviewed the approved Student Caucus Plan with the addition of the student employment positions issue as raised by a Caucus member at the previous meeting.

The Caucus also conducted the provisional Student Budget Consultation 2015/16 internally. The service gaps and budget priorities to be raised are academic advising, academic support services, summer course offerings, and graduate student services. These will be outlined in a brief to the Vice President Administration and Finance to be included in service plan templates for administrative and academic units.

Finally, the Caucus hosted an academic advising forum with the Registrar and Associate Registrar today, August 12. Students were present from across faculties, programs, and backgrounds and described their experiences and issues. This will be used as a starting point to develop, with the Registrar, a list of priorities and timelines for improvements to academic advising over the short and long-term.

8) Canadian Federation of Students Report

9) Finance Report

10) Staff Report

Building Operations Report – July 2014 (McAuley)

McAuley provided an explanation of the report, as it was the first time it has been presented to the Board. The report follows the Board term from May 1 to April 30.

The first part of the report outlines the monthly usage of each bookable room and total bookings in terms of bookings, hours, year-to-date bookings, year-to-date hours and percent of capacity, with comparatives for the previous two years. July 2014 is a slow month on campus and it is early in the tracking year. However, while the Services Committee previously expressed a concern that of rooms are not being taken advantage of in non-peak times, the total bookings are up across the Board compared to previous years, which is particularly positive given how low enrolment has been this summer.

The second part of the report outlines Common Grounds sales in terms of food, drink, total, percent of drink sales in reusable containers, and numbers of drinks sold. Both drink and food sales are down from previous two years; this may be the effect of food service changes on campus. The reusable cup percentage is up as a result of the greater proportion of core customers. To address declining sales, the Services Committee will consider promotions, particularly integration with other services and advertising in the building.

Clubs Services Report July 2014 (Reisle)

Reisle provided an explanation of the report, as it was the first time it has been presented to the Board. The report follows the fiscal year of August 1 to July 31, making this the year-end report.

The first part of the report outlines the monthly number of Clubs, new Clubs, year-to-date new Clubs, renewals, year-to-date renewals, and total Clubs, with comparatives for the previous two years. There was one new Club this month, but more total Clubs than ever before at 98. The annual trend of reducing the number of new Clubs but increasing the number of renewals as Clubs become more established is continuing.

The second part of the report outlines the value of monthly Club grants issued including seed grants, year-to-date seed grants, grants, year-to-date grants, and total. Seed grants were slightly over budget this year, but grants were slightly below budget. More funding was provided to Clubs than ever before. Trends show the majority of grants are awarded in January, February, and March when Clubs are established, while seed grants were concentrated in first semester when most Clubs are ratified.

The third part of the report outlines monthly Club printing in terms of new pages, year-to-date pages, new banners, and year-to-date banners. This year, printing was significantly reduced; more Clubs used the service, but printed fewer pages.

The fourth part of the report outlines monthly ticket sales in terms of events, year-to-date events, tickets sold, and year-to-date tickets sold. This was the first year offering this service and there was little promotion outside targeted events. Nine events were served with 332 tickets sold, of which 250 were for the Nurses' Ball. The service is limited by the lack of a culture for purchasing tickets in advance of events.

Emergency Bursary Program Brief (McAuley)

McAuley reported that this brief outlines the proposed Emergency Bursary Program, part of the Union's Services Plan. The program is intended to fill a service gap. While the institution has an emergency loan program, students were approaching the Union with unforeseen and urgent financial crises, and seek a means to avoid further debt.

The program would operate on the following principles. Eligibility would require use as a last resort, applicants must have exhausted all other means, and need must have been unforeseeable. Applicants may only apply once per semester per year and will receive a maximum of \$700. Applications will be available as the Union's Members' Services Desk, Student Services, and the Financial Aid and Awards (FAA) Department. A student will submit the application to FAA and meet with an FAA advisor with supporting documentation. Each case will be assessed individually and the FAA advisor will make a recommendation to a committee including representatives from the Union, FAA, and the Office of Student and Judicial Affairs. Distribution of bursaries awarded will be available within twenty-four hours at Campus Cashier. FAA will provide the Union with an annual report of number of students awarded a bursary, the value of each bursary, and a description of the circumstances.

An application is in development now to allow the program to roll out for September 2014.

UPASS Student Card Transition (Lane)

Lane reported on the new processes for obtaining a student card and the UPASS. This is intended to address mixed messaging that has been spreading on campus and online and to equip members of the Board to provide peers with accurate information.

BC Transit and City of Kamloops now require the UPASS to be a swipe card. The Union began meeting with BC Transit, the City, and the institution to determine the best means to transition in April. The result is that the institutional student card has been redesigned to reflect and incorporate a number of Union services including the UPASS. As a result, all students need new card.

There are two ways for students to obtain a new card and the UPASS. First, there is a system for students to submit their own photos to selfie@tru.ca, which opened in June and will remain open throughout the semester. The card is made by TRU and delivered to Union, the Union activates the UPASS, and the student picks it up. Second, students can go to Bookstore starting August 18 to have a picture taken. The card is made there and given to the student, the student takes card to Union, and the Union to activates UPASS.

The UPASS will always be possible to activate in advance. For example, students will be able to activate the UPASS for the Winter 2015 semester starting December 15, 2014. This will not invalidate the Fall 2014 UPASS, but rather extend the validation end date.

Thus far, 900 cards have been premade. The remainder of students will need to get new card made, which may lead to long lines at the Bookstore. However, there should be no long lines at the Union's Members' Services Desk as UPASS activation is a simple process.

The Union is also developing web content to communicate this process with members.

11) Old Business

12) New Business

12.1) MOTION – TRUSU INDIA CLUB GRANT APPLICATION
WHITING/BERNARD

Be it resolved that the Board of Directors fund the TRUSU India Club to \$850.00
CARRIED

12.2) MOTION – APPOINTMENT TO EQUITY COMMITTEE
GORDON/GLUSKA

Be it resolved that the Board of Directors appoint Kenna Sim to the Equity Committee for the 2014-2015 Board term
CARRIED

12.3) MOTION – HONORARIA REPORT
GORDON/GLUSKA

Be it resolved that the Board of Directors receive the Honoraria Report for the period of June 26, 2014 to July 23, 2014
CARRIED

12.4) MOTION – AMENDMENT OF OPERATIONAL POLICY 9: TRUSU GRANTS POLICY
DOUGLASS/BERNARD

Be it resolved that the Board of Directors adopt Operational Policy 9: TRUSU Grants Policy as presented
CARRIED

- 12.5) MOTION – AMENDMENT OF OPERATIONAL POLICY 8: CLUB POLICY
CLEMENT/DONNELLY

Be it resolved that the Board of Directors adopt Operational Policy 8: Clubs Policy as presented

CARRIED

13) Meeting Time

Tuesday, September 09, 2014 – 4:00PM

14) Notices of Motion

15) In Camera Section (if needed)

16) Adjournment

- 16.1) MOTION
CLEMENT/GLUSKA

Be it resolved that this meeting be adjourned

CARRIED