

R-9: BOARD OF DIRECTORS MEETINGS

Definitions

X.X “Territorial Acknowledgement” is the act of acknowledging the history and on-going act of colonialism, and that we work, play and operate on the traditional, ancestral, and unceded territories of these First Nations. Unceded means that this land has never been surrendered, relinquished, or handed over in any way. This acknowledgement shall be made by the Chair at the beginning of every meeting before any other meeting business is conducted. We recognize that these acknowledgements are only one small part of disrupting and dismantling colonial structures, and that we must also actively center and prioritize all of the Society’s work around standing in solidarity with Indigenous student groups and Host nations. Standing in solidarity includes but not limited to advocating for Indigenous rights and sovereignty, showing up for Indigenous led actions, amplifying Indigenous voices, and building reciprocal relationships. For more information and education on Land Acknowledgements read Native Land Digital’s resource on “[Territory Acknowledgement](#)”.

X.X “Pronouns” means what is used to refer to someone in lieu of using their name. Ensuring people’s pronouns are respected pushes the Society towards actively breaking down the enforcement of societal gender norms. We recognize that respecting people’s gender identity, especially for queer, gender non-conforming, non-binary, Two-Spirit, and transgender people, that may not conform to societal binary standards is important in making a safe and inclusive space in the Society. Pronouns can include but are not limited to He/Him, She/Her, They/Them, Ze/Zir, and Xe/Xem

X.X “Access Needs” means something a person needs to communicate, learn, and take part in an activity, such as a meeting or an event. Everyone has access needs, which may be met or unmet depending on the situation. An individual may communicate how their access needs can be met either publicly or privately to the Chair of a meeting. The members of a meeting shall do everything in their power to ensure that the access needs of each individual person present at a meeting, whether virtual or in person, are met. Conflicting access needs between multiple individuals will be addressed collaboratively on a case-by-case basis to ensure that all individuals can communicate, learn, and take part in meetings and events.

X.X “Roll Call of Attendance” means the act of the Chair of a meeting calling off a list of names to determine whether there is a quorum; and each member of a meeting, when called upon by the Chair, sharing their name, pronouns, and access needs.

X.X “Consent Agenda” means the practice of grouping routine business items which do not require substantive discussion or debate into one agenda item, requiring unanimous consent to be approved.

Duration

9.1 Regular meetings of the Board of Directors shall be limited in duration to three hours, which shall be calculated from the time when quorum has been achieved.

9.2 Where necessary, the Board may extend a meeting past three hours on a majority vote of the Board at any particular meeting.

Quorum

9.3 Once a meeting of the Board of Directors becomes quorate, that meeting shall be considered quorate until such time that a question of quorum is raised.

9.4 A question of quorum shall be treated as a point of order, as defined by Robert's Rules of Order.

Speaking Privileges

9.5 All students who are members in good standing shall have speaking privileges at all meetings of the Board of Directors.

8.6 All Society staff shall have speaking privileges at all meetings of the Board of Directors.

9.7 Board members shall always be given priority on the speaking list before a student guest or Society staff speaks at a Board meeting. The Chair will maintain a speaker's list during Board meetings.

Chair

9.8 The President shall be the Chair of the Board of Directors, and shall Chair all Board meetings unless otherwise voted on by the Board at a particular meeting, or for the duration of a semester.

Vice Chair

9.9 The Board shall, by a simple majority vote, appoint a Vice Chair of the Board of Directors for the duration of a Board term.

9.10 The Vice Chair shall convene and chair a Board meeting in the absence or at the discretion of the Chair of the Board.

9.11 The Vice Chair shall support the duties of the Chair, including but not limited:

- (a) Communicating with Committee Chairs and Committee Vice Chairs on behalf of the Chair, when necessary.
- (b) Communicating with the Council Chair and Council Vice Chair on behalf of the Chair, when necessary.
- (c) Collect agenda items from Board members on behalf of the Chair and send them to the Administrative Assistant through proper communication channels, when necessary.

External Chair

9.12 The Board of Directors may appoint an external chair in a manner consistent with the bylaws.

9.13 An external chair shall receive a \$75 honorarium for each meeting that they chair.

9.14 The external chair shall continue to chair Board of Directors meetings during in camera sessions.

9.15 The external chair is bound by all rules governing in camera sessions.

Agenda

9.16 The order and items of business for meetings of the Board of Directors are:

- (a) Call to Order
- (b) Territorial Acknowledgment
- (c) Roll Call of Attendance
- (d) Adoption of the Agenda
- (d) Consent Agenda
 - (ii) Approval of the Minutes
 - (iii) Approval of Regrets

(iii) Any other business, as determined by the Board Chair

- (f) Old Business
- (g) Reports from Committees
- (h) New Business
- (i) 30 Minute Q&A Period
- (j) Notices of Motion
- (k) Announcements
- (l) Attachments
- (m) Adjournment

9.17 Agenda items for regularly scheduled Board of Directors meetings and supporting documents must be submitted to the Chair, President, and Administrative Assistant. The Agenda for Board of Directors meetings must be distributed to Board members no later than three business days before a Board of Directors Meeting.

9.18 Board of Directors agenda packages will be available electronically on the Society website and/or social media at least two business days prior to regularly scheduled Board of Directors meetings.

Consent Agenda

X.X The purpose of a consent agenda is to save time at Board meetings and make them more efficient by grouping routine business items for unanimous approval of the Board.

X.X The Board Chair shall include a consent agenda portion on the regular agenda wherein items on the consent agenda, in the opinion of the Board Chair, will be matters that do not require substantive discussion or debate, including, but not limited to:

- (a) Approval of minutes

(b) Approval of regrets

(c) Committee appointments

X.X The consent agenda shall be attached as a single document to the agenda of a Board meeting, and must include within it:

(a) the wording of each resolution included within the consent agenda

(b) the relevant documentation for each resolution included within the consent agenda.

X.X During the Board meeting, the Board Chair shall ask for unanimous approval of the consent agenda. If there are no objections, the consent agenda shall be approved. It is not necessary to vote on consent agenda items.

X.X Items that otherwise would be included under “New Business” may be included in the consent agenda where the Board Chair believes the matter does not require substantive discussion or debate.

X.X Any voting Board member can require that an item be moved from the consent agenda to the regular agenda for substantive discussion. If a member requests an item be moved, it must be moved.

X.X Items may not be moved to the consent agenda from the regular agenda once the agenda has been distributed.

Location

9.19 At least one meeting of the Board of Directors shall be held at the Harbour Centre campus over the course of any administration.

9.20 At least one meeting of the Board of Directors shall be held at the Surrey campus over the course of any administration.

9.21 The agenda, time, and location of regularly scheduled Board of Directors meetings shall be published on the Society website and/or social media prior to these meetings. The agenda, time, and location of emergency Board of Directors meetings shall be published on the Society's website if possible.