

1. CALL TO ORDER

Call to Order – 5:32 PM

2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x^wməθk^wəy^əm (Musqueam), S^kwx^wú7mesh Úxwumixw (Squamish), Selílwitlh (Tseil-Waututh), k^wik^wəłəm (Kwkwetlem) and q̓icəy̓ (Katzie) Nations. Unceded means that these territories have never been handed over, sold, or given up by these nations, and we are currently situated on occupied territories.

3. ROLL CALL OF ATTENDANCE

3.1. Committee Composition

VP Internal and Organizational Development (<i>Chair</i>).....	Corbett Gildersleve
GSWS Councilor (<i>Vice Chair</i>)	Devynn Butterworth
Ex-Officio	Gabe Liosis
VP Equity and Sustainability	Marie Haddad
Sustainable Energy Councilor.....	Mohammad Al-Sheboul

3.2. Society Staff

Operations Organizer	Ayesha Khan
Policy Research & Community Affairs Coordinator.....	Beaty Omboga
Administrative Assistant.....	Christina Kachkarova

3.3. Leave of Absence

VP Equity and Sustainability	Marie Haddad
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4. CONSENT AGENDA

4.1. CONSENT AGENDA

Be it resolved to adopt the consent agenda by unanimous consent.

CARRIED UNANIMOUSLY

4.1.1. MATTERS ARISING FROM THE MINUTES-Governance Committee Minutes- MOTION GOV 2021-11-09:01

Be it resolved to receive and file the following minutes:

- GOV 2021-07-27

5. ADOPTION OF THE AGENDA

5.1. MOTION GOV 2021-11-09:02

Corbett/Devynn

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

- Discussion item Council Half Months Policy
- New Business Item Half Hours Policy

6. DISCUSSION ITEMS

6.1. Governance Annual Plan

SUBMITTED BY: VP Internal and Organizational Development “Corbett Gildersleve”

- VPIOD explained that the Annual Governance Plan had been delayed due to the AGM among other things. He explained that some of what needed to be decided included which committees were responsible for updating which policies. Beaty Omboga mentioned that she was working on this with Chairs.
- Other items that needed to be sorted out included ensuring that Fall referenda occurred regularly, either before or in-tandem with AGM, access to Archive for membership without needing to go through staff to make it more accessible. VPIOD added that dedicated training tied to committees needed to be created to ensure that committees had dedicated funds for student leadership. It was suggested that anything recorded in the minutes should be available in the Archive.
- VPESA suggested an Issues Policies regarding Mental Health as well as Bullying, Harassment, and Assault Policies which would require legal advisors. These could be worked on outside of governance.
- A comment was raised that FNSA Coordinator, BSSC, Accessibility Coordinators, and CMAC lack SOPs and need specialized SOPs beyond general operating policies.
- GSWS Councillor suggested looking into whether Executive duties need to be reduced or increased in order to be completed to allow for a better work balance. VPIOD added that and Executive SOP that covers what it means to be an Executive would also be beneficial.
- While there was not enough time to do a governance policy review, VPIOD suggested creating a timeline for policy review and analysis of its effectiveness. He suggested creating a basic structure and hosting more discussions in the Spring would be helpful.

6.2. Policy Reviews and Issue Policies Development

SUBMITTED BY: PRC Coordinator “Beaty Omboga”

- A suggestion was made to map a schedule for policy and SOP review.
- In response to a question about Council Policies from GSWS Councillors, VPIOD explained that By-laws could be changed through referenda or Member’s Meetings and that policies could also be added through referenda. He suggested that while typically this was done

through Council, if Council was unable to make decision on a policy, it would then go to referendum. VPIOD explained that Council couldn't change these policies unless it was voted on by the members. As an example, he explained that if Bullying Issues Policies were passed through Council and wanted to be protected, they could be passed through referendum to ensure that Council could not simply vote to remove them.

- Beaty Omboga explained there needed to be a clear record keeper for the Society to ensure that, if the SFSS were to dissolve, someone would be accountable. She added that Sarah had started keeping records and digitalizing them but explained that she would need to meet with VPIOD to discuss amendments to the Societies Act.
- In terms of SOPs, Beaty Omboga explained that she had been receiving SOPs from staff which she had requested starting early August 2021. She added that once that one challenge was creating SOPs for new staff positions as these SOPs needed to be in line with policies and needed to be developed with input. Two positions that she raised as relevant were the Black Student Support Centre Coordinator and the Student Advocacy Coordinator.
- Beaty Omboga explained that there needed to be a more developed Privacy Policy created with developments in line with Personal Information Protection Act (PIPA). She mentioned that there should be training for staff, Executives, and the record keeper on changes to PIPA.

**Beaty Omboga left the meeting at 5:50 PM*

6.3. Council Half-Months Policy

SUBMITTED BY: VP Internal and Organizational Development “Corbett Gildersleve”

- During his discussion, VP Internal and Organizational Development referred to R-2 and R-3 Duties & Responsibilities of Non-Executive Councillors, Stipend Requirements. VPIOD explained that August, December, and April were considered half months. The half hours had existed prior to Summer 2015 when the minimum hours were removed, and the expectation was that Board members would not be committing as much time to their roles in these months as they would in other months.
- VPIOD explained that the Half Hours Policy was not returned during the Governance Restructuring in Spring 2020 but had only been noticed in Spring 2021 when GSWS Councilor had raised on OCEO why Executives had done half hours. VPIOD explained that it was a good policy to bring to Council to update policies.
- VPIOD explained that if Governance Committee had no issue with this policy, he would draft a Notice of Motion for the November 10th, 2021, Council meeting.
- Ex-Officio explained that he was in favour of this change and had been caught off guard when he realized that it was not a policy. He explained that while he found it hard to bring down hours, there would need to be some work strategy discussion about how to incentivize Executives to bring down their work hours to half hours.
- In response to a question from GSWS about whether or not this policy was realistic to be implemented before December 2021, VPIOD explained that if Council voted yes at the November 24th, 2021, meeting, then it could take effect in time for December 2021. He added that even if Council voted no, there would already be less meetings going on, leaving it harder to meet full work hours.
- VPIOD suggested creating a New Business Item in order to recommend this as a motion to Council.

7. NEW BUSINESS

7.1. Half Hours Policy-MOTION GOV 2021-11-09:03

SUBMITTED BY: VP Internal and Organizational Development ‘Corbett Gildersleve’
Gabe/Devynn

Whereas, past Council Policies included a reduction in expected hours without a reduction in stipend for the last month of each terms to accommodate final exams and projects for Council members

Whereas, these policies were removed from the Policies in 2015, along with the expected hours.

Whereas, in 2020, the Board of Directors brought back policies around expected hours for Executives and Board members to met semi-monthly.

Be it resolved recommend to Council to adopt the following policy changes as outlined in "Council Stipend Policies - Half Hours" document as attached.

CARRIED UNANIMOUSLY

8. ATTACHMENTS

8.1. Council Stipend Policies - Half-Hours

9. ADJOURNMENT

9.1. MOTION GOV 2021-11-09:04

Devynn/ Gabe

Be it resolved to adjourn the meeting at 6:12 PM

CARRIED UNANIMOUSLY

Council Policies

R-2 DUTIES & RESPONSIBILITIES OF NON- EXECUTIVE COUNCILLORS, STIPEND REQUIREMENTS

25 Non-Executive Councillors are expected to work on average ten (10) hours in every two week period during their term of office.

a) Notwithstanding the R-2.5, during the months of April, August, and December it is understood that the duties and responsibilities of Non-Executive Councilors may be reduced by a maximum of one-half (1/2) of the required hours (10 hours), and that this reduction in activity shall not affect stipend allocations.

R-3 DUTIES AND RESPONSIBILITIES OF EXECUTIVE OFFICERS, STIPEND REQUIREMENTS

6 Executive Officers are expected to work on average sixty (60) hours in every two-week period during their term of office. Executive Officers shall post and keep office hours in-person or electronically on the SFSS website.

a) Notwithstanding the R-3.6, during the months of April, August, and December it is understood that the duties and responsibilities of Executive Officers may be reduced by a maximum of one-half (1/2) of the required hours (60 hours), and that this reduction in activity shall not affect stipend allocations.