

MINUTES

CCSS Council, July 7, 2014, 6:00 pm
Interurban Campus, Campus Centre Building, Room 122

GRANT, Rachael.....	External Executive	WEBSTER, Pamela.....	Interurban Dir/Edco Int
SANDWITH, Jordan.....	Finance Exec/BOG Interurban	Interurban Director
EGGENBERGER, Andrea.....	Interurban Executive	YOUNG, Ellen.....	Interurban Director
CHRISTIE, Jacqueline.....	Lansdowne Executive	MACLAREN, Adrian.....	Lansdowne Director
CHEN, Andy.....	SWD Director/ Edco Interurban	WANG, Canny.....	Lansdowne Director
PICKERING, Annabelle.....	Women's Director	CHAN, Morticia.....	Lansdowne Director
BUREK, Piotr.....	PRIDE Director/EdCo	Lansdowne Director
GOODWILL, Josh.....	FN Director	RICKINSON, Mary.....	Off Campus Director
LEMUS, Andrea.....	International Director	JIANG, Mindy.....	EdCo Lansdowne
HURST, Stephanie	Sustainability Director	Edco Interurban
QU, Vicky	Interurban Director		

Attending : Jordan, Mindy, Piot, Andi, Andrea, Andy, Adrian, Mary, Pamela, Rachael

Regrets : Annabelle Pickering (LOA). Josh Goodwill (LOA), Morticia Chan (LOA), Vicky Qu (LOA), Jacqueline Christie (LOA), Stephanie Hurst (LOA)

Absent: Canny Wang

Guests and staff : Michel, Mike G, Mike S
Dorothy Eggenberger- Campus Director Candidate
Sarah Lindsay- Campus Director Candidate

I CALL TO ORDER

▪ Meeting called to order by Speaker of Council

Jordan called to order at 6:11 pm. A Roundtable of introductions was conducted

▪ Recognition of Territories

Pamela acknowledged the use of Coast Salish and Songhees territories for the meeting.

II RATIFICATION OF AGENDA APPROVAL OF MINUTE

a) Approval of Agenda

- Remove LOA Pam
- Add LOA Jacqueline
- announcement of upcoming CFS BC GM
- Adrian LOA
- filling campus director spots
- LOA Andy Chen
- X No means No Training
- Interurban Gym Renovation

MOTION **Sandwith/Grant**

BIRT Council adopts the agenda as amended.

CARRIED

▪ Approval of Previous Minutes

Minutes of Office Collective. Jordan introduced the minutes which did not need approval, for information only.

III PRESENTATIONS GUESTS

a) LOA Request Jacqueline Christie

MOTION **Eggenberger/Lemus**

BIRT Council approves a LOA for Jacquie Christie for a term ending August 20th

CARRIED

Discussion ensued on the hours and criteria for the positions. Can it be split? Have to be a lansdowne student? Not necessarily. Only re-allocating hours, not the voting position. 20 hours/week. Current board member only? Hours and responsibilities but not the title or vote.

MOTION **Eggenberger/Rickinson**

BIRT Council aproces Reallocating the budgeted work hours and responsibilities (but not the title)for Lansdowne Executive Position during Jacqueline's LOA

CARRIED GENERAL CONSENT

Nominated: Sara Lindsay, Dorothy Eggenberger, Mindy Jiang, Andi Lemus,

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Each provided motivation for their nomination. All were very motivated and on a question from the floor outlined that their availability was high. All had a high level of involvement on campus and Mindy had extensive experience and connections.

MOTION **MacLaren/**
BIRT Council Split the hours for the interim Lansdowne Executive position into two, 10 hr/week positions
OUT OF ORDER

A secret ballot was held of current board members. Michel reported that the first round results ended in a tie between Mindy and Dorothy. Discussion ensued about splitting the hours for the position.

MOTION **Lemus/MacLaren**
BIRT that the Lansdowne Exec hours are split 50/50 between Mindy and Dorothy during Jacqueline's LOA.
CARRIED
NOTED OPPOSITION ANDY

▪Vacant Director positions

Michel outlined that there was 1 Interurban position and 1 Lansdowne director position vacant. Fortunately we have 2 candidates avail, with 1 from each campus

MOTION **Lemus/Webster**
BIRT Council Appoint Dorothy Eggenberger as an- Interurban Director, and BIFRT Council Appoint Sarah Lindsay as a- Lansdowne Director, and BIFRT these appointments are for a term ending with Fall elections.
CARRIED

▪CFS-BC AGM notice

Michel noted that we received notice for the GM. He recommended delaying selection of delegates until next meeting. The date of the GM is August 14-17th

▪LOA request Adrian

MOTION **Piot/Mary**
BIRT Council approves a LOA for Adrian MacLaren from July 29 to August 23rd.
CARRIED

IV FINANCIAL MOTIONS

a) \$400 Homospun Donation Piot

Piot explained that June 28 commemorate Stonewall. Fundraisers, game nights picnics, Alumni. Accessible all inclusive spaces. Used profits from alcoholic event for a non-alcoholic event. But had a shortfall so need a donation. Pride covers audio equip rental. Group is not a registered NP society, more organic.

MOTION **Chen/Rickinson**
BIRT up to \$400 is donated to the Homospun event.
CARRIED

V COMMITTEE REPORTS

a) OD

Jordan reported that the committee met in early June and worked on wording of director position policies and bylaws included with this agenda.

▪Special Events

Andrea report that the committee met today and worked on Camfest plans. Report forthcoming. Next week will have brainstorming about events for the whole year.

▪Campaigns

Rachael noted that committee met and worked on BCTF issues and did picket line work. Worked on other CFS campaigns. SMO met twice and discussed a lot of topics including a conduct policy on FB group.

Bylaw and Policy Manual Changes

CCSS Board of Directors, July 7, 2014 6:00pm
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▪Executive

Rachael noted that they discussed hiring a workstudy for tabling. Action around the upcoming municipal elections were discussed for the Fall to encourage youth and student voter turnout.

▪Finance

Potential meeting in Early August

▪Electoral

▪Personnel

VI MEMBER REPORTS

a) PRIDE Report

Piot reported that the week was very succesful and CCSS had good participation. Got petition signature and the blood ban campaign was very popular.

▪International Report

Andi reported on many acitivities including badminton tournament at Pisces Saturday. Doubles tournament with prizes for top 3 teams. gift certificate, shirts and water bottles. Will be showing World cup soccer matches.

▪External Report

Rachael noted that she and others attended BCTF picket lines twice. Spoke at the grad ceremony. Attended Teachers Rally and our signs got media attention. Did a video with Chris Balmer on mental health issues. Went to 7 schools picket lines at 2 different events.

▪SWD Report

Andy reported that Ride don't Hide team had 10 riders with a well-rounded group. Collected many pledges, Raised \$522 dollars. Attended BC schizophrenia society event, donate \$200 pizza. Had tents and tabling and got lots of post cards signed. Grad was great with CCSS representation.

VII OTHER REPORTS

a) Skills Development Event report

Andi, first CFS event 'pretty awesome' had lots of participation from other societies. informative sessions, overwhelming amount of activities. Andrea, great to connect to other student societies. Enjoyed lobbying session and media relations. Bob's Rules seminar was cool. Michel, different from past to the point where it was like a GM. Had an excellent delegation. No keggers in the parking lot. Rachael, had an amazing time, well represented delegation. Sorry missed ferry on way back :(Andy, well organized and successful. Adrian, had an awesome weekend. informative sessions. great connections with other locals and directors. Jordan, loved skills. Ian Boyko's campaigns committee. Great book recommended (don't think of the elephant). Great new faces. TRU is beautiful.

▪Education Council

Mindy explained EdCo. Medical Compassionate withdrawal was amended 3 hours before the meeting?! It now allows %100 of tuition refunded if they meet the medical criteria. Only a trial run for a year, will collect data on potential 'abuse' Shelf life discussion on courses that are many years old. BCCAT question. Jordan praised the work on EdCo and Compassionate Leave. Andy, great working with Piotr, Mindy, Pamela and Tagg.

MOTION

Moved/Seconded

BIRT Council recess 5 minutes

CARRIED

Recess 7:54 pm

Reconvene 8:04

VIII UNFINISHED BUSINESS

a) Food Bank Report

Followup on Andi concerns re International students. Lack of awareness of Food Bank. Reviewed with staff and learned that food is provided to students in need. Do hampers at Christmas but can provide special packages to those in need. Can't be like Mustard Seed though. Will provide and refer to other services available to those in need. Concerns about gluten in food items. Great discussion. Int'l students access to Emergency Student Aid, because not an 'academic' program. Partially funded by the Ministry so the rules are province wide. Also cannot get off campus work permits. ELD students are blocked from all o these things.

IX QUESTION PERIOD

a) Food bank question.

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Local 75 Canadian Federation of Students

Have we gotten culinary program involved? They are busy, but in the past they did do a soup day. Women's and Pride have run soup days too.

▪Shakespeare Society agreement

Jordan asked how many tickets we have received and how we distribute them. Michel, usually 30 or so tickets which go to Board. Will send out details on list serve. Maybe have a giveaway

X NEW BUSINESS

a) Bylaws and Policies - Board member position review

Jordan this went through 3 sessions of OD committee. Bylaw changes can only be put on the agenda for an GM. No description for Campus Directors and EdCo, BOG reps. Andy very satisfied with the wording presented. Mostly minor changes and cleanup of the bylaws.

MOTION

Chen/Burek

BIRT Council Approve the proposed policy changes as presented.

CARRIED

MOTION

Burek/MacLaren

BIRT Council Refers bylaw changes to the next AGM with a recommendation to adopt them.

CARRIED

▪No means No Training

Piot outlined the important facts he has learned from getting sexualized violence training. He felt that Council should participate in this training to improve the effectiveness of the **No means No** CFS campaign. It was noted that Events Campaigns committee will develop plans for this

▪Interurban Gym Renovation

Andy asked about renovations. Michel reported we are at a stalemate as there is a new VP Finance and they and other elements in the college bureaucracy are holding up our renovation plans. He outlined plans to have a bluntly written message noting that we believe that our agreement with the College is being violated by this lack of action.

▪Request funding for Quemmer fest

Piot request tabling for next meeting. Mix of Queer and Winter fest, a bad ass house party at Richmond House. Cost the CCSS less than \$1000 for the event, mostly for performers. Friday before first day of school

MOTION

Moved/Seconded

BIRT Council adjourn.

CARRIED

adjourned 8:43 pm

Bylaw and Policy Manual Changes

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CCSS Position Description Review
OD Committee – May 2014

1

From Bylaws:

External Executive

- a. The External Executive shall be the primary liaison with other student associations; college staff and faculty associations, the external community, and with Municipal, Provincial, and Federal levels of Government;
- b. The External Executive shall be responsible for informing the Society of his/her involvement in external associations as it pertains to Society business;
- c. The External Executive shall coordinate and facilitate Society and CFS campaigns in conjunction with the appropriate committees, Executives and/or Directors.
- d. The External Executive shall represent the needs of the Society which are consistent with the Constitution and By-laws, to the external community through such means as the media, public speaking, community outreach etc.

From Policies:

EXTERNAL EXECUTIVE

- 1) Shall be the chair of the Campaigns & Advocacy Committee.
- 2) Shall be responsible for organizing student orientations in coordination with society staff.
- 3) Shall be write biweekly Nexus articles or ads.
- 4) Shall be the CCSS's liaison to the CFS Provincial Executive and be responsible for relaying all relevant CCSS and CFS information to the members.
- 5) Shall make themselves available to meet with any student who requests it.
- 6) Shall assist in maintaining the cleanliness and functionality of society office spaces.
- 7) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review
OD Committee – May 2014

2

From Bylaws:

Finance Executive

- a. The Finance Executive shall be responsible for overseeing the financial procedures and records of the Society and shall liaise with the Society accountant;
- b. The Finance Executive shall sit as the student representative on at least two College committees;
- c. The Finance Executive shall chair the Finance Committee;
- d. The Finance Executive shall liaise with board members in their respective budgets.

From Policies:

FINANCE EXECUTIVE

- 1) Shall enforce all fiscal policies
- 2) Shall ensure that budgets or fiscal plans are submitted for campus events and clubs before monetary disbursements take place.
- 3) Shall oversee all financial activities of the CCSS.
- 4) Shall review monthly reports for accountability & consistency.
- 5) Shall work with Council members and others to explore sponsorship opportunities.

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CCSS Council, July 7, 2014, Interurban Campus
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6) Shall be responsible for relaying all relevant CCSS financial information to all CCSS members.

7) Shall make themselves available to meet with any student who requests it.

8) Shall assist in maintaining the cleanliness and functionality of society office spaces.

9) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review

OD Committee – May 2014

3

From Bylaws:

Lansdowne Executive

a. The Lansdowne Executive shall be the Lansdowne Campus Liaison and is responsible for disseminating all Society information on that campus;

b. The Lansdowne Executive shall be responsible for organizing activities and Society events at the Lansdowne campus in cooperation with society staff;

c. The Lansdowne Executive shall assist in the coordination of student clubs at Lansdowne Campus;

d. The Lansdowne Executive shall work towards the Society acquiring the space necessary to enable that the recreational, cultural and social needs of Lansdowne Campus students be accommodated;

From Policies:

LANSDOWNE AND INTERURBAN EXECUTIVES

1) Shall co-chair the Special Events committee.

2) Shall assist in the coordination of welcome week at their respective campuses in September and January, incorporating the campaigns and services of the CCSS, the CFS, Constituency groups, and the College.

3) Work with Council members to maintain the cleanliness and atmosphere of society offices and the provision of society services.

4) Shall be responsible for relaying all relevant CCSS and CFS information to all respective CCSS members.

5) Shall make themselves available to meet with any student who requests it.

6) Shall assist in maintaining the cleanliness and functionality of society office spaces.

7) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review

OD Committee – May 2014

4

From Bylaws:

Interurban Executive

a. The Interurban Executive shall be the Interurban Campus Liaison and is responsible for disseminating all Society information;

b. The Interurban Executive shall be responsible for organizing activities and Society events at the Interurban campus in cooperation with society staff;

c. The Interurban Executive shall assist in the coordination of student clubs at Interurban Campus;

d. The Interurban Executive shall work towards the Society acquiring the space necessary to enable that the recreational, cultural and social needs of Interurban Campus students

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be accommodated;

From Policies:

LANSDOWNE AND INTERURBAN EXECUTIVES

- 1) Shall co-chair the Special Events committee.
- 2) Shall assist in the coordination of welcome week at their respective campuses in September and January, incorporating the campaigns and services of the CCSS, the CFS, Constituency groups, and the College.
- 3) Work with Council members to maintain the cleanliness and atmosphere of society offices and the provision of society services.
- 4) Shall be responsible for relaying all relevant CCSS and CFS information to all respective CCSS members.
- 5) Shall make themselves available to meet with any student who requests it.
- 6) Shall assist in maintaining the cleanliness and functionality of society office spaces.
- 7) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review

OD Committee – May 2014

5

From Bylaws:

Women's Director

- a. The Women's Director shall represent the needs and concerns of all self-identified women members of the Student Society;
- b. The Women's Director shall be responsible for coordinating Student Society campaigns and activities concerning women's' issues;
- c. The Women's Director shall be the Society's representative on the provincial Women's' Steering Committee of the Canadian Federation of Students;
- d. The Women's Director shall be the primary liaison between the Student Society and the Women's Collectives on each campus.
- e. The Women's Director shall coordinate the Women's Collectives in preparing the annual Women's Centers budget before March 1 of each year.
- f. The Women's Executive shall sit as the student representative on at least two CCSS committees;

From Policies:

WOMEN'S DIRECTOR

- 1) Whereby the terms woman and women applies to all person(s) who self-identify as such.
- 2) Facilitate the activities that are run for and by the Women's Collective.
- 3) Chair monthly Women's Collective meetings, at alternating campuses when possible.
- 4) Participate/Attend Child Care Program quarterly meetings and maintain regular contact with manager of center.
- 5) Shall be responsible for relaying all relevant CCSS and CFS information to all respective CCSS constituents.
- 6) Maintain the Women's Centre cleanliness and atmosphere.
- 7) Shall assist in maintaining the cleanliness and functionality of society office spaces.
- 8) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review

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CCSS Council, July 7, 2014, Interurban Campus
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OD Committee – May 2014

6

From Bylaws:

First Nations' Director

- a. The First Nations' Director shall represent the needs and concerns of the First Nations' members of the Student Society;
- b. The First Nations' Director shall be responsible for coordinating Student Society campaigns and activities concerning First Nations' Student issues;
- c. The First Nations' Director shall be the primary liaison with the Saanich Campus on Tsartlip Reserve, Victoria Native Friendship Center and the Songhees Satellite Campus;
- d. The First Nations' Director shall be the primary liaison between the Society and the First Nations' Student Association.
- e. The First Nations' Director shall sit as the student representative on at least two CCSS committees;
- f. The First Nations Director shall coordinate with the First Nations Student Association (FNSA) in preparing the annual FNSA budget before March 1 of each year.

From Policies:

FIRST NATIONS DIRECTOR

- 1) Shall be responsible for coordinating indigenous events.
- 2) Shall be responsible for being the societies' communications officer for indigenous issues.
- 3) Shall be responsible for chairing the indigenous gatherings.
- 4) Shall be responsible for relaying all relevant CCSS and CFS information to all respective CCSS constituents.
- 5) Maintain First Nations Lounge cleanliness and atmosphere.
- 6) Shall assist in maintaining the cleanliness and functionality of society office spaces.
- 7) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review

OD Committee – May 2014

7

From Bylaws:

Students with (dis)Abilities Director

- a. The Students' with (dis)Abilities Director shall represent the needs and concerns of all students with disabilities on all campuses.
- b. The Students with (dis)Abilities Director shall be responsible for coordinating Student Society campaigns and activities concerning students with (dis)Abilities;
- c. The Students with (dis)Abilities Director shall sit on at least two CCSS committees;

From Policies:

STUDENTS WITH (dis)ABILITIES DIRECTOR

- 1) Shall be responsible for addressing the concerns of all Camosun College Students with (dis)Abilities.
- 2) Shall be responsible for maintaining communications with the Camosun Disability Resource Centre and Counselling Department.
- 3) Shall be responsible for coordinating events concerning SWD and building community for members of the constituency.
- 4) Shall be responsible for relaying all relevant CCSS and CFS information to all

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respective CCSS constituents.

5) Investigate and identify specific areas on campus where the services for the students with (dis)Abilities can be improved.

6) Shall assist in maintaining the cleanliness and functionality of society office spaces.

7) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review

OD Committee – May 2014

8

From Bylaws:

Pride Director

a. The Pride Director shall facilitate the CCSS Pride Collective meetings;

b. The Pride Director shall maintain the CCSS Pride Resource Library, including monitoring the signing out of resources;

c. The Pride Director shall update the CCSS Pride Pamphlet Library for distribution to students;

d. The Pride Director shall liaise with allies of Pride LGBT2IQ centers in Victoria ;

e. The Pride Director shall attend relevant conferences for Pride issues, as is financially feasible within the Pride budget;

f. The Pride Director shall participate in campaigns to increase the awareness of pride related issues and create a comfortable environment on campus for members of the Pride community;

g. The Pride Director shall support all students who come to the Pride office with situations, questions and discussion;

h. The Pride Director shall sit on at least two CCSS committees.

From Policies:

PRIDE DIRECTOR

1) Whereby 'LGBT2IQ' stands for, 'lesbian, gay, bisexual, transgendered, two-spirited, intersexed, and queer'.

2) Shall represent the needs, concerns, and interests of LGBT2IQ (Pride) members.

3) Shall ensure that the Pride Lounge be kept open and accessible to students during school hours, and coordinate volunteers to be available in the lounge when possible.

4) Shall facilitate the CCSS Pride Collective meetings, which shall be held on a regular and consistent basis.

5) Shall maintain the CCSS Pride Resource Library, including the monitoring and signing out of resources.

6) Shall update and maintain the CCSS Pride Pamphlet Library for distribution to students.

7) Shall liaise with other LGBT2IQ allied organizations and centers in Victoria, in order to provide members of the Pride Collective with up-to-date information on local events and groups.

8) Shall attend relevant conferences related to Pride issues, as is financially feasible within the Pride budget.

9) Shall participate in campaigns on campus to increase awareness for LGBT2IQ related issues and create a comfortable environment on campus for members of the LGBT2IQ community.

10) Shall redirect students to appropriate counselling resources when necessary.

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11) May choose to organize and run a table and/or float in Victoria's annual Pride Parade to fundraise, increase visibility, and recruit new members for the CCSS Pride Collective.

12) Shall make an effort to educate themselves about safer sex, and shall ensure that Collective members are provided with safer sex information and materials. The Pride Director shall also encourage the practice of safer sex methods.

CCSS Position Description Review

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13) Shall be responsible for relaying all relevant CCSS and CFS information to all respective CCSS constituents.

14) Shall maintain the Pride Centre cleanliness and atmosphere

15) Shall assist in maintaining the cleanliness and functionality of society office spaces.

16) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review

OD Committee – May 2014

10

From Bylaws:

International Student Director

a. The International Students Director shall represent the needs and concerns of all International Students at Camosun;

b. The International Students Director shall be responsible for coordinating student society campaigns and activities concerning International Students;

c. Shall sit on at least two CCSS committees.

From Policies:

INTERNATIONAL DIRECTOR

1) Shall be responsible for organizing events for international students.

2) Shall be responsible for addressing the needs and concerns of all CCSS International Students at Camosun.

3) Shall be responsible for liaising with the International Department at Camosun.

4) Shall be responsible for relaying all relevant CCSS and CFS information to all respective CCSS constituents.

5) Shall attend at least two of the International Student Orientations.

6) Shall promote the CCSS to International Students

7) Shall have an online communication strategy for International Students at Camosun.

8) May choose to coordinate or assist in the coordination of an English Conversation Club at each campus.

9) Shall assist in maintaining the cleanliness of society office spaces.

10) Shall submit a monthly written report outlining the months activities and hours claimed.

CCSS Position Description Review

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11

From Bylaws:

Sustainability Director

a. Shall be responsible for encouraging and maintaining the movement by Camosun students to reducing their environmental footprint.

b. The Sustainability Director shall be responsible for coordinating Student Society

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- campaigns and activities concerning environmental awareness;
- c. The Sustainability Director shall sit on at least two CCSS committees;
 - d. The Sustainability Director shall coordinate the preparation of the annual Sustainability budget before March 1 of each year.

From Policies:

SUSTAINABILITY DIRECTOR

- 1) Shall attend all meetings of the Camosun Students for Environmental Awareness (CSEA) Club, acting as the Council liaison.
- 2) Shall work on projects and reports to enhance the sustainability of the Camosun College Student Society.
- 3) Shall advocate for sustainable practices at Camosun and relay all relevant CCSS and CFS information about sustainability to members of the society.
- 4) Shall assist in maintaining the cleanliness and functionality of society office spaces.
- 5) Shall submit a monthly written report outlining the months activities and hours claimed.