



Board of Directors Meeting
Tuesday July 17, 2018
University of Waterloo, QNC B201
4:00 pm – 6:00 pm.

Present: Al Sachs, (Chair), Emily Cyr, Amanda Joynt, Graham Mayberry, Nick Revington, Naima Samuel, Chris Van Bommel, Rose Vogt

Present by electronic means: Evan Andrews, Sondra Eger, Norman Kearney, Rebecca Stirling

Regrets: Julia Goyal

1. The Chair announced that quorum is present and called the meeting to order at 4:05 pm. The following agenda changes were made:
 - a) Add EL-8 monitoring report and consent items for amendments/updates to EL- 3 and EL-7 to items 4 c,d,e
 - b) Strike item 8C
 - c) Switch item 9a and 9d and move to the end of the agenda
 - d) Move Item 2 to the end of the meeting.

2. Board Development – moved to end of agenda.

3. The June special minutes were presented as confidential hardcopy minutes. Their approval is deferred to the next meeting of the Board due to four of the directors attending by electronic means.

4. Monitoring Reports

- a) **“Motion to Accept EL-9 Compensation & Benefits Monitoring Report.”**
(Sachs/Revington) Approved unanimously

For future reports adding whether there is compliance or non-compliance within the section would streamline the reporting structure.

Board discussed the frequency of this reporting on EL-9 (and any report) and it would be at the Board’s discretion to determine or request a subsequent report. A target date for compliance with the equality clause was set at a previous Board meeting for January 2019.

ACTION: Board recommends that the reports are submitted with the agenda to give sufficient time to be read and considered. This is a week before the meeting.

- b) **“Motion that Board accept EL-4 Fees Monitoring Report”**
(Sachs/Joynt). Carried unanimously.

The term “softening of claims” in the report was the descriptor provided by Studentcare in reference to the effect that OHIP*plus* has on the Health Plan claims experience. This means that the claims were reduced, but the full analysis was not provided.

ACTION: Kearney and Andrews will discuss (outside of the meeting) how to streamline the reporting process and still be able to maintain multi-year comparability with specific EL’s.

- c) **ACTION:** The Chair defers accepting EL – 8 Asset Protection Monitoring Report to August’s regular meeting of the Board.
- d) **“Motion to approve consent items: updates/revisions to EL-3 & EL-7 policies.”**
(Sachs/Joynt) Carried unanimously

5. Board Committee Reports

- a) Vice President Hiring Committee (Verbal Report), Naima Samuel
The Committee is working on interview questions and an evaluation rubric so that applicants resumes can be reviewed as they are received. No applications have been received yet, although there have been a few questions about the role.

ACTION: Update the timeline to include a special meeting of the Board for approval of the candidate. This might be in the first week of August.

“Motion to accept the VP Hiring Committee Verbal Report.”
(Sachs/Revington) Carried

- b) Executive Director Hiring Committee Report (Verbal Report), Amanda Joynt
Board heard the process involved with hiring the ED and GSA’s/HR relationship in the process. At this time the GSA is bound to the UW-HR for FT Staff especially if the position is above a USG grade 5, and insufficient information to decide to decouple from UW-HR.

ACTION: A suggestion to hire an external agent to evaluate the potential for autonomous GSA HR authority and process was made. This may be a long-term process.

UW-HR is providing the services of an advisor (Rochelle Davies). Board discussed that there may be a perceived “conflict of interest” if an internal person is “required” to be hired on the recommendation of UW-HR.

ACTION: Should the Board decide to decouple from UW HR, then the GSA lawyers should be asked to advise on how to effectively transition the ED from

UW to GSA employee. Perhaps a clause is needed to protect the GSA's interests and consider risks to the GSA.

ACTION: Amanda and Norman will work to contact the lawyer.

ACTION: Include that the GSA to determine "best fit" with any candidate that is considered for the position. This is important in the final determination of who will work for the GSA.

The job description of the Executive Director was not discussed. Board is asked to review the draft of the job description and submit comments to Amanda Joynt even if an e-vote is needed to approve it.

Motion to accept the verbal ED Hiring Committee Report.

(Sachs/Revington) Carried unanimously.

- c) Joint Policy Review Committee (Verbal Report), Christopher Van Bommel
The membership was confirmed at the last Board meeting. A review of how the policies align with the current bylaws will be and where adjustments need to be made. The first meeting is planned for August.

"Motion to accept the verbal Joint Policy Review Committee report"

(Sachs/Samuel) Approved.

- d) Grad House Task Force, Norman Kearney

A written report was submitted with the Agenda package.

Overview presented to the classifications. Board reviewed the spreadsheet of the classifications of the consultant's report recommendations. Directors were asked for input of the recommendations and classifications.

Motion to accept the Task Force Report. (Norman/Joynt) Approved

Discussion was interrupted to address approval of the ED hiring budget.

"Motion to move the 'ED hiring budget' item 9d next on the agenda is approved by consent."

- 9d.) **"Move to approves the budget of up to \$6000 for the ED hiring."**

(Sachs/Joynt) Carried.

6. July Report from Council

"Motion to accept the Council to Board Report"

(Sachs/Revington) Carried.

Political positions can appear as ENDS and can be crafted as ENDS to fit into the policy framework.

7. Special Orders- none

At 6:00 pm:

Motion to table the balance (*deferred items*) of the agenda items to a special meeting to be called by the Chair. (Sachs/?) Carried.

8. Unfinished Business and Business Arising from the Minutes

- a) Council Proposed Ends-*deferred*
- b) Shuttle Service – Board heard the update from the President on the meeting with the Police and the FEDS to discontinue the shuttle service immediately due to risks. The Police Services were asked remove the “GSA operating the service” from their website. The service is funded by an ancillary fee, not GSA/FEDS fees.
- c) Annual Board Agenda -*deferred*
- d) Annual Cost of Governance Budget-*deferred*

ACTION: Items moved to the end of the agenda and next meeting include:

- Continue the Grad House Task Force discussion at the next meeting.
- Board Development

9. New Business

- a) GSEF involvement-*deferred*
- b) Update ToR for ED hiring committee to include a Confidentiality clause. -*deferred*
- c) Update to ToR for VP Hiring Committee for clarity. -*deferred*
- d) *Moved to earlier placement in the agenda - see above.*

10. In Camera Session was not held.

11. Meeting is adjourned at 6:05 pm.

AS:rv