



BOARD OF DIRECTORS – MEETING MINUTES

Meeting Date	September 30, 2025	Time	1:00pm
Meeting Title	Board Meeting	Type	Regular
Meeting Chair	G. Wu	Location	UCC 301
Recording Secretary	J. Higgins	Call to Order	1:06pm

Attendees		Regrets
Board	G. Wu, Board Chair B. Yu, Vice Chair & HR Committee Chair M. Haas, Governance Committee Chair S. Sunner, Finance Committee Chair K. George D. Khandelwal H. Yang S. Nar	K. Henricus, USC President
Management	J. Oware, Finance Manager G. Pimlatt, Senior Manager Student Support K. Pacheco, Senior Manager, People & Development J. Armour, Chief Operating Officer	
Guests		

2. Land Acknowledgement

3. Disclosures of Conflict of Interest

There were no conflicts of interest.

4. Adoption of Agenda

MOTION – S. Sunner motioned to adopt the agenda. M. Haas seconded the motion. The agenda was approved.

5. Comments from the Chair: Excited to have our first meeting of the school year, and be back in this room and a great year ahead.

6. USC Mission Moment: For Homecoming, there were past Executives and Board members who returned and hearing their stories for what they had aspired to. It was great for the current team and staff to hear how far we have come. It also is important to note that the mission of the organization has not drifted, in being a support to students and filling gaps for things being provided to students.

7. Approval of Minutes:

7.1.	June 14th, 2025
Motion to approve the amended minutes from the June 14th, 2025 meeting. B. Yu motioned to approve. M. Haas seconded the motion. The motion was approved.	
Note to fix item 11.2. to change the wording to be “modifications”	

7.2.	July 31th, 2025
Motion to approve the minutes from the July 31st, 2025 meeting. M. Haas motioned to approve. K. George seconded the motion. The motion was approved.	

8. Reports for Information:

8.1.	Executive Report	K. Henricus
<p>K. Henricus summarized the Executive Report.</p> <p>B. Yu asked whether the USC’s inclusion on OUSA’s open letter to the Ministries was due to endorsement or membership. J. Armour clarified it was because of membership, not endorsement. He emphasized maintaining an independent voice in advocacy and noted that while smaller schools have limited options, the USC is progressing with its own approach. Additional staff or funding may be needed to support government relations and research efforts. The USC may also consider hiring or continuing a consultancy relationship with StrategyCorp during the budget process.</p> <p>S. Sunner requested greater transparency around event scheduling, noting she often learns of events only at meetings. J. Armour suggested using the Western USC Events Instagram account and mentioned the existence of an internal calendar that is not public. The main USC Instagram is often crowded with content, so some events now use separate accounts. The group discussed improving event communication.</p> <p>Action: Circulate a brief summary with key social media accounts and recommendations for better event promotion.</p> <p>K. George inquired about the professional development (PD) portfolio. J. Armour explained that last year’s initiative connected students with alumni and campus partners to support job readiness. This year’s budget includes a student PD Coordinator to gather feedback and organize relevant programming, such as workshops or speaker sessions. The role may also advocate to Western on PD-related needs. K. Pacheco added that the portfolio’s direction depends on the person managing it, and future efforts will focus on amplifying Western’s existing PD initiatives and identifying student needs.</p>		

8.2.	COO Report	J. Armour
J. Armour summarized the COO Report . There were no questions.		

9. Reports from Committees:

9.1.	Finance Committee	S. Sunner
S. Sunner reviewed the Finance Committee Report .		

B. Yu inquired on the profit standards we use. J. Oware stated we use the non-profit ones, and continued that these documents are for internal use, but the audited statement has them.					
9.1.1.	F2025 Q4 Financial Statements			S. Sunner	
BIRT that the Board of Directors accept the F2025 Q4 Financial Statements.					
Moved	K. George	Second	H. Yang	Approved	Unanimous
9.1.2.	F2026 June & July Financial Statements			S. Sunner	
BIRT that the Board of Directors accept the F2026 June & July Financial Statements.					
Moved	K. George	Second	H. Yang	Approved	Unanimous
9.1.3.	Investment Tranches			J. Armour	
<p>G. Wu opened the floor for questions regarding recent changes from last year. B. Yu asked whether TD Investment holds a fiduciary duty to act in the USC’s best interest. J. Oware explained that while TD manages the investments according to established guidelines, the responsibility for specific investment decisions lies with them. B. Yu noted the distinction between recommending funds for commission versus client interest. J. Armour agreed this was an important question and will consult the legal team for clarification. S. Nar added that fiduciary duty is a common issue raised in claims against portfolio managers.</p> <p>K. Pacheco provided additional details on the PurpleCare tranches, explaining that the USC has obligations to fund retiree benefits and must use an actuarial firm to determine the required reserves, which will be outlined in the audit. She compared it to budgeting—having a set amount in funds but needing to allocate for specific expenses. The new structure will increase financial transparency for students and ensure responsible planning for future Boards.</p> <p>BIRT that the Board of Directors approve management to implement the strategy of multiple tranches as laid out in the agenda report with reporting back quarterly on those allocation to the Finance Committee.</p>					
Moved	S. Sunner	Second	M. Haas	Approved	Unanimous

9.2.	HR Committee			B. Yu	
<p>B. Yu reviewed the HR Committee Report.</p> <p>S. Nar inquired on how the bargaining negotiations went. K. Pacheco stated they were both very amicable, especially considering the economic climate.</p> <p>G. Wu inquired if there were any rules or restrictions on those currently in the positions applying for positions in the future. K. Pacheco stated its on staff to inform candidates when they’re applying as far as what they’re eligible for. It’s up to us to educate people. Despite our efforts, we have caught issues in the past and make the candidates choose their role. It’s the avoidance of perceived conflict of interest.</p>					
9.2.1.	2024-2025 Executive Final Reports			B. Yu	
BIRT that the Board of Directors accept the 2024-2025 Executive Final Reports and approve their payment for submission.					
Moved	S. Sunner	Second	M. Haas	Approved	Unanimous
9.2.2.	USC Conflict of Interest Policy for Paid Employees			B. Yu	
BIRT that the Board of Directors approve the updated Conflict of Interest Policy for Paid Employees.					
Moved	S. Nar	Second	S. Sunner	Approved	Unanimous

9.2.3.	CUPE Local 2820 CBA	B. Yu			
BIRT that the Board of Directors ratifies its approval of the collective bargaining agreement with CUPE Local 2820, passed by email resolution on July 3, 2025 and direct that the approval of the resolution be recorded in the minutes of its September 30, 2025 meeting.					
Moved	B. Yu	Second	S. Nar	Approved	Unanimous
9.2.4.	CUPE Local 1281.44 CBA	B. Yu			
BIRT the Board of Directors ratifies its approval of the collective bargaining agreement with CUPE Local 1281.44, passed by email resolution on August 15, 2025 and direct that the approval of the resolution be recorded in the minutes of its September 30, 2025 meeting.					
Moved	B. Yu	Second	S. Nar	Approved	Unanimous

9.3.	Governance Committee	M. Haas			
M. Haas summarized the Governance Committee Report . There discussion surrounding the EGBM hiring process and interviews.					
9.3.1.	Elections Reform	M. Haas			
BIRT that the Board of Directors ratifies the approval of the Elections Reform changes, passed by email resolution on September 19th, 2025 and direct that the approval the of resolution be recorded in the minutes of its September 30, 2025 meeting.					
Moved	S. Sunner	Second	K. George	Approved	Unanimous
9.3.2.	Clubs Policy Updates	M. Haas			
Whereas the USC periodically updates its Clubs policies to ensure clarity, fiscal responsibility, and effective governance;					
Whereas revisions to have been finalized to reflect these objectives;					
BIRT that the Board of Directors approves the revisions to the following USC Clubs policies, effective immediately:					
<ol style="list-style-type: none"> 1. Clubs Finance Procedure 2. Clubs Operating Policy 3. Clubs Election Procedure 					
BIFRT that these revisions supersede any previous versions of the same sections.					
Moved	S. Sunner	Second	S. Nar	Approved	Unanimous

9.4.	Gazette Publications Committee	H. Yang			
<p>H. Yang summarized the GPC Report. K. Pacheco stated the importance of clarifying that any donations cannot be sent directly to the USC, and is being routed through the USC Foundation.</p> <p>S. Nar asked about the structure of the GPC, including whether members are paid and if they are students. H. Yang explained that he is the only Board representative; the committee also includes unpaid expert journalists and current front office staff. G. Pimlatt added that there is a student-at-large serving a two-year term. S. Nar noted that the GPC appears distinct from <i>The Gazette</i> itself, and G. Pimlatt confirmed it is intended to be, emphasizing the value of adding external members to strengthen the relationship. J. Armour clarified that while the GPC serves in an advisory capacity, the USC Board remains the official publisher and holds ultimate responsibility.</p> <p>S. Sunner asked about the process for name removal. H. Yang explained that in a recent case involving a minor, the editors determined the individual was capable of providing informed consent and that the statement was valid. Generally, name removal requests are submitted directly to the editors, who assess the reasoning before the GPC decides if it meets the threshold (e.g., merit or threat). G. Pimlatt added that this policy was last reviewed a decade ago and will be revisited at the next meeting, with input from committee members before final approval by the Board.</p> <p>D. Khandelwal inquired about potential revenue impacts. H. Yang confirmed there would be a loss of income from advertising revenue.</p>					
9.4.1.	GPC Membership Ratification	H. Yang			
<p>BIRT the Board of Directors ratify the appointment of Kevin Hurren, Pat Maloney and Gabrielle Drolet as members of the Gazette Publishing Committee.</p>					
Moved	B. Yu	Second	S. Sunner	Approved	Unanimous

Motion to accept the reports provided by the Executive, COO, Finance Committee, Governance Committee, HR Committee, and Gazette Publishing Committee.					
Moved	S. Sunner	Second	K. George	Approved	Unanimous

10. For Discussion

10.1.	Orientation Week Concert	B. Yu			
<p>B. Yu raised concerns from students and sophs regarding the Flo Rida concert, including crowd control, on-stage student participation, and alleged inappropriate behavior or alcohol backstage. J. Armour and staff confirmed no formal complaints were received, no alcohol was served, and all on-stage participation was voluntary and supervised. Issues largely stemmed from sophs misunderstanding their security roles, which will be addressed with improved training next year. M. Haas noted some insensitive remarks from the artist, highlighting the importance of briefing performers on campus context and past initiatives. The Board discussed maintaining student engagement opportunities, clarifying soph responsibilities, and decided against issuing a formal statement, focusing instead on internal processes and future planning.</p>					

11, For Decision

12. Inquiries and Other Business:

13. Motion to adjourn at 3:00pm. B. Yu motioned to adjourn. S. Sunner seconded the motion. The motion was approved.