

# CUS Board of Director Minutes

July 18th, 2012

**Location:** HA 295

**Present:** Maria Fung, Joanna Zhu, Jasmine Jan, (Cindy Lynn), (Sean Fleming), (David Pratt), Jacky Leung, Enzo Woo, Sara Hladun (proxy Rameez) , Alexandra Lam, Cole Routtenberg (proxy Sara Hladun), Ryan Buhrig (proxy Sifat), (Angela Qin), (Charles Wong), Niloufar Keshmiri (proxy Michelle Ho), (Joey Young)

**Late:** Quinn Blunderfield (skype)

**Regrets:** Michelle Ho, Rameez Al Aghbar, Sifat Hasan,

**Start Time:** 7:04pm

-

**A) Call to order and adoption of the agenda:**

MOVED Joanna, SECONDED Ryan

*“BIRT the agenda be adopted as presented.”*

*... Carried*

**For: Unanimous**

MOVED Jacky, SECONDED Enzo

*BIRT the CUS Board of Directors meeting minutes dated June 02th, 2012 and June 27th, 2012 are approved for distribution.*

-

*... Carried*

**For: Unanimous**

**B) Membership: Introductions, Personal Updates**

**C) AMS/Senate Updates**

**Senator Update – Enzo**

- Working with admissions and curriculum, still backlash from gr11 grades appeals, some Sauder appeals are now getting some serious looks, maybe 5 (that’s a lot in terms of appeals) (appeals are a long process)
- Revising what their looking for in terms of marks, going back to gr 12 or hybrid mixed with Gr11s
- Some new combination classes for OBHR, new entrepreneurship venture studio class, it’s a new class, looking to expand sustainability concentration

**AMS Rep Update – Nil**

- Nothing major, took an hour (very short)

**D) Committee Reports:**

- i. **CSSEC - Sara**

- Finished Equity document and submitted to UBC Execs and waiting to hear back
  - Sean and Graham met with Darren Dahl, impression is that the new building is not at the top of the list in terms of importance. Will need to present to the new Dean and gain his support, Since there were guarantees with dean Dan in terms of operating (monetary) support
- ii. **Academic - Joey**
- BCOM review update: they're just in faculty talks, and some ideas (prelim):
    - o having a COMM 101 for all 4 years, so that they can integrate courses, and would reduce core courses so you can take more electives, to balance out the years;
    - o give suggestions for bridging elective for people and deter them from EOSC;
    - o might be direct entry only..., then have more COMM courses in first years
      - § Right now they're building a new curriculum, and so anything goes
      - § No one in first year feels like they're in commerce since they don't take any courses
      - § Maybe affect the tuition rate?
    - o Brian Bemmels leads this, and my role is to hold focus groups with student who have feedback, and to update
  - AMS side: talking about lecture captures, looking at to invest in software for UBC-wide implementation. This may be the new standard...
    - o The older professors are against this, but there are more statistical usage, on which parts are getting viewed the most, and then go over that

#### E) **Executive Reports:**

##### **President**

- Alumni Board is still undergoing (formation)
- Sustainability Fund working on
- Investing in Koerner??
- Awards night criteria changing, new awards?

##### **VP Academic**

- With Richard (Class Liaison), talked to Paola, showed her our rough draft of the new feedback forms, clarifying the numbers, and taking out random comments: such as "are the readings relevant", going online (hybrid both)
- CMP new structure, in the past: weekly tutorials (low attendance), now: focus events around when assignments and exams are, so that there are groups to help with that, online videos are still being rolled out, long process: material writing, approval, filming, and rolling out.
- BCC need to figure out their budget (not complete), they had money left over and we want to give them less. There were some issues with some line items. Not complete, expect for the end of the money.

##### **VP Finance**

- Working on budget stuff

### **VP External**

- Had CR breakfast, went well
- Figuring things out with Prospectus
- Some issues with sponsorship, they're not happy, some changes ahead

### **VP Engagement**

- FROSH registration is tonight.
- H&W going through hiring and budgeting right now

### **VP Internal**

- Sustainability is looking to get compost bins
- BizWeek will be one week early (second week of September)

### **VP Marketing**

- Working hard on the Prospectus

### **F) Board Business/Discussions**

#### **i) *Budget* – Cindy**

- This is confidential since the budget hasn't been passed yet
- Funding:
  - o Student fees went up, because of the building fee
  - o And we have more students, usually 2800, this year around 3100 (roughly)
  - o Early Grad and Coop Refund
  - o Sponsorship – keeping it around the same as last year
- Administrative:
  - o Business cards, we usually subsidizing, same as historical
  - o Office Supplies – they were higher last year since we moved into a new office
  - o Telephone
    - § A set amount, an administrative fee
    - § No personal long distance calls
  - o Building Fee Transfer L
  - o Coffee: increasing because more people know more about it, and more students too
- Execs and Board
  - o BoD: food
  - o Executive: to take their services out
  - o NBSC: around the same
  - o Roundtable: around the same
    - § Both years attend (incoming and outgoing), with all the business schools across Canada, meeting with schools, knowing how we stand, sharing ideas, bring back ideas
    - § Learning about the CUS on a higher level

- Service Council Retreat: already had, should be under budgeted
- Executive Retreat: already happened too
  - § Cost for both teams to be there
- WCLR: already happened too:
- Directors:
  - Including FSD, HR, IT and (each has a specified amount)
  - Our IT system Rezgo costs a lot, it's a percentage (of each ticket sale) Ignite gone, so should go down
    - § Includes credit card processing fees too:
    - § It's been down for 30mins and now issues!
  - Sustainability – want to expand their conference but told them to keep their costs down
- Student Council:
  - Alumni Relations: Increased, trying to do tri-mentoring program, and put new things in there too (Andrea did), last year they budgeted more, but not that many participated
  - APT: Dealing with professors, around the same, used for gift cards, for professors
  - Sauder Sports: operation costs of renting gyms, around the same
  - Awards Night: around the same as last year: getting more trophies or new awards, new gifts and prizes to motivate student and for professors
    - § Why is it as expensive as conferences?
      - We don't charge for the night, and it's what students get at the end of the year to recognize their effort and their works
      - Show appreciation for professors (and UGO staff)
      - David is trying to get sponsorship maybe for the awards
      - Maybe scaling it back so there's more incentive
    - § \*!\* Flagged for more discussion in the next Board meeting
  - Business Week: budgeting for more, they want to add events, some sponsors there as well, mostly operations and food: to attract students
  - CAP: new initiative, want to send some people to Victoria, get some Island repping
  - Case Comp: cases the biggest expense
    - § Why the big gap between budgeted and expense?
    - § Joint collaborations, may influence numbers
  - Cavalier: same as usual
  - Class Liaison: usually for food during their training, implementing more of an incentive, enter them into a gift card draw, there may also be other rewards
  - CUS Store; last year budgeted and nothing happened, this year we're working with the Bookstore, people are going to be studying the business
  - Elections: big jump, we'll come back to this \*!\* , they budgeted the voters' guide

- Enterprize: want their total to be under a limit, they've scaled back, biggest cost was hotel, and gala; prize pool (was one of the biggest), scaling that back, this is contingent on sponsorship
  - § 7k for top prize? Right now total is a little more than double that
  - § Mini-Enterprize included in the budget (might break-even)
- ExCo: reimbursements for student to go out: budgeting more since they want to promote more... this is on reimbursement basis \*!\*
- FROSH: 2 years ago, there was an expensive DJ, last year it was cut back to account for that, this year is a little more, and it's going to be 3 days, instead of 2 days and a bit
  - § More reflective of hotel room booking
  - § Breakfast is self-containing through price increase and some sponsorship
  - § Last year there were some deals, on night events, DJs
  - § \*!\* worried about the huge jump (is it justified), want to be careful with the money, what's wrong with the downward trend, its unsustainable with the lower price
- Global Connect: for exchange students, underspend last year
- Grad: tickets are pretty expensive, it's a good event to host
- IBC: around the same budget, they saved on AV, their celebrating 20th anniversary, trying to find an MC
- JDC West: gone down since we're hosting, but keep in mind our sponsorship of OC
- Me Inc.: around the same, should be same as last year
- POITS: :P
- Prospectus: saving a lot for this and the yearbook
- Sauder Squad: went up, investing in marketing years, getting more visible, used by all
- SoCo: went up by 3, they want more people to go on their ski trip, hotels and condos maybe?
- Imprint: spending more on marketing since their rebranding and want to set the tone right for future years:
  - § Have different rates for tickets, want 150 students, relatively cheap tickets for student
- Visual Media: want to invest more in capital expenditure: cameras, a flash, maybe a steady cam. (set amount, he picks)
- Yearbook: above
- FYC (First Year Committee): around the same
- Services
  - CCP: raise lots of money for charities we support, thinking of new ideas
  - CMP: changing the structure, but the basis service is still the same
  - EMP: same as year as well, it's the professional mentorship
  - ISAS: last year grossly underspent, change in leadership, want to implement some new events, many nights, they've cut down a lot already

- Club Subsidies
  - o Membership subsidies, not everyone submitted their lists,
  - o Club Grants and awards: same as usual
- Special Projects and Contributions
  - o Arc Initiative: already
    - § They were made a line item 2 years ago, they present every year
  - o BCC contribution working on it, hoping to cut down
  - o BMMP: same results, also a merge, interview, hoping they achieve
  - o SCMP: 24 people in it, these are faculty programs
- Others
  - o Newspaper: Globe and Mail – READ IT J
  - o Special Projects: want to even out the JDC
  - o Safety Buffer: just in case things go wrong
    - § !\*! this concerned sponsors

MOVED RYAN, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 1 of the 2012 – 2013 budget, under the “Funding” heading, titled “Student Fees,” as presented.*

... Carried

For: Unanimous

MOVED RYAN, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 2 of the 2012 – 2013 budget, under the “Funding” heading, titled “Early Grad/Co-op Refund,” as presented.*

... Carried

For: Unanimous

MOVED RYAN, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 3 of the 2012 – 2013 budget, under the “Funding” heading, titled “Sponsorship,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 4 of the 2012 – 2013 budget, under the “Administrative” heading, titled “Business Cards,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 5 of the 2012 – 2013 budget, under the “Administrative” heading, titled “Office Supplies,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 6 of the 2012 – 2013 budget, under the “Administrative” heading, titled “Telephone,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 7 of the 2012 – 2013 budget, under the “Administrative” heading, titled “Building Fee Transfer,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 8 of the 2012 – 2013 budget, under the “Administrative” heading, titled “Coffee,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 9 of the 2012 – 2013 budget, under the “Executives and Board of Directors” heading, titled “Board of Directors,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 10 of the 2012 – 2013 budget, under the “Executives and Board of Directors” heading, titled “Executive Council,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 11 of the 2012 – 2013 budget, under the “Executives and Board of Directors” heading, titled “National Business School Conference,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 12 of the 2012 – 2013 budget, under the “Executives and Board of Directors” heading, titled “Roundtable,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 13 of the 2012 – 2013 budget, under the “Executives and Board of Directors” heading, titled “Service Council Retreat,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 14 of the 2012 – 2013 budget, under the “Executives and Board of Directors” heading, titled “Executive Retreat,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 15 of the 2012 – 2013 budget, under the “Executives and Board of Directors” heading, titled “West Coast Leadership Retreat,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 16 of the 2012 – 2013 budget, under the “Directors” heading, titled “Financial Services,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 17 of the 2012 – 2013 budget, under the “Directors” heading, titled “Human Resources,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 18 of the 2012 – 2013 budget, under the “Directors” heading, titled “IT (Registration),” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 19 of the 2012 – 2013 budget, under the “Directors” heading, titled “Sustainability,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 20 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Alumni Relations,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 21 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Appointments, Promotions, and Tenure,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 22 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Athletics,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 23 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Awards Night,” as presented.*

... **Tabled**



MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 24 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Business Week,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 25 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Campus Ambassador,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 26 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Case Competition Co-ordinator,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 27 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Cavalier,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 28 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Class Liaison,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 29 of the 2012 – 2013 budget, under the “Service Council” heading, titled “CUStore,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 30 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Elections,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 31 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Enterprize,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 32 of the 2012 – 2013 budget, under the “Service Council” heading, titled “External Conferences,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED ENZO,  
*BRIT the CUS Board of Directors approves Line 33 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Frosh,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 34 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Global Connect Program,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 35 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Grad Dinner,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 36 of the 2012 – 2013 budget, under the “Service Council” heading, titled “International Business Conference,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 37 of the 2012 – 2013 budget, under the “Service Council” heading, titled “JDC West – Sauder Team,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 38 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Me Inc.,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 39 of the 2012 – 2013 budget, under the “Service Council” heading, titled “POITS,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 40 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Prospectus,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 41 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Sauder Squad,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 42 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Social Committee,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 43 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Imprint,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED JACKY,

*BRIT the CUS Board of Directors approves Line 44 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Visual Media,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 45 of the 2012 – 2013 budget, under the “Service Council” heading, titled “Yearbook,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 46 of the 2012 – 2013 budget, under the “Service Council” heading, titled “First Year Council,” as presented.*

... Carried

For: Unanimous

MOVED JOANNA, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 47 of the 2012 – 2013 budget, under the “Services” heading, titled “Commerce Community Programs,” as presented.*

... Carried

For: Unanimous

MOVED JOANNA, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 48 of the 2012 – 2013 budget, under the “Services” heading, titled “Commerce Mentorship Program,” as presented.*

... Carried

For: Unanimous

MOVED JOANNA, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 49 of the 2012 – 2013 budget, under the “Services” heading, titled “Executive Mentorship Program,” as presented.*

... Carried

For: Unanimous

MOVED JOANNA, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 50 of the 2012 – 2013 budget, under the “Services” heading, titled “International Student Association of Sauder,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 51 of the 2012 – 2013 budget, under the “Club Subsidies” heading, titled “Club Membership Subsidy,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 52 of the 2012 – 2013 budget, under the “Club Subsidies” heading, titled “Club Grants and Awards,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 53 of the 2012 – 2013 budget, under the “Special Projects and Contributions” heading, titled “Arc Initiative,” as presented.*

... Carried

For: Unanimous

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 54 of the 2012 – 2013 budget, under the “Club Subsidies” heading, titled “BCC Contribution,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 55 of the 2012 – 2013 budget, under the “Special Projects and Contributions” heading, titled “Brand Management Program,” as presented.*

... **Tabled**

MOVED ALEX, SECONDED JOANNA,

*BRIT the CUS Board of Directors approves Line 56 of the 2012 – 2013 budget, under the “Special Projects and Contributions” heading, titled “Strategy Consulting Mentorship Program,” as presented.*

... Carried

For: Unanimous

MOVED JACKY, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 57 of the 2012 – 2013 budget, under the “Others” heading, titled “Newspaper,” as presented.*

... Carried

For: Unanimous

MOVED JACKY, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 58 of the 2012 – 2013 budget, under the “Others” heading, titled “Special Projects,” as presented.*

... Carried

For: Unanimous

MOVED JACKY, SECONDED ENZO,

*BRIT the CUS Board of Directors approves Line 59 of the 2012 – 2013 budget, under the “Others” heading, titled “Safety Buffer,” as presented.*

... Carried

For: Unanimous

ii) **Board Strategic Plan** – Alex

- Have added an abstract to try and define how this plays into the mission statement and how it’s going to be used... Meeting time might be rescheduled

- iii) **Exec Meeting Protocol** - Alex
  - Maybe start a little Doodle (rotations)
  - Want Execs to vote on things (make motions)
- iv) **Dean Robert Welcome** - Alex -- Dean's Office has been communicating with me, a welcoming session including the board will be in due time, Jack
  - a reminder for the new Dean, what the organization does, we don't mind sharing it
  - We don't want to crowd him out. The board wants to see it, but we don't want it to be circulated, want to be included in the part where it's about the CUS
- v) **Business Cards** – Alex
  - Should it say Board of Directors, instead of \_ Year Rep. is kind of misleading
  - I prefer, just having Board of Directors
  - \*\* include in continuity
- vi) **Year Rep Proxies** - Alex
  - If you're not here, then get someone in your year to proxy... (preference) In the best interest of the CUS, 3rd year rep should be in 3rd year

**G) Other Business:**

- "plant the seed of Sauder"
- Update from Cindy:
  - o Next time, she's not getting FinCom, the VPs will be speaking on behalf of the concerned group.
- Sean Cregten will be sending info about students

**H) Next Meeting:** August 15, 2012 7pm. (amended to Aug 08 at 6:30pm)

**I) Adjournment:**

*Adjournment of meeting*

**End time:** 9:17