

Executive Council Meeting Minutes

Monday, November 25th, 2013 at 6:00 P.M.

Henry Angus Building, CUS Boardroom

**Note that this document is viewable by the general membership of the CUS.*

Requests for presentation slots should be made at least 48 hours in advance by contacting the Administrative Director.



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Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
Sean Fleming	President (Chairperson)	X		
Niloufar Keshmiri	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Jasmine Yeh	Vice-President, External Affairs	X		
Jason Cheung	Vice-President, Finance	X		
Thea Simpson	Vice-President, Internal Affairs	X		
Benjamin Chen	Vice-President, Marketing and Communications	X		
Tom Tang	Ombudsperson	X		
Hannah Vandenberg	Administrative Director/ Recording Secretary	X		

Guests: Cole Leonoff

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A. Call to Order

The meeting was called to order at 6:07PM

B. Amendments to and Adoption of the Agenda

Be it resolved that the agenda be adopted as presented

1. *Moved: Jas, Seconded: Ben*

Objections: none

...the motion carries

C. Presentations to the Executive Council

None

D. Personal Updates

E. Professional Updates

I. President

1. Going to get the first year committee to start hiring over exam period
2. Spoke at a dinner on Thursday about the CUS. Cole was there too and he spoke as well.
3. Alumni Advisory Committee members' terms are almost over
4. Faculty Advisory meeting tomorrow
5. Endowment somewhat passed with the AMS (passed pending legal reviews)
6. Ternary reports are due at the Board meeting next Thursday
7. Winter Exec Meeting will be after our Exec Photo on Monday

II. Vice-President, Academic Affairs

1. Met with Johnson to discuss tutoring. Got high attendance; rooms booked weren't big enough. This time around they booked bigger rooms. Had some issues with the Cavalier with one of the reporters who had an interview with Johnson; we're sorting it out.
 1. Ben: The main problem there was with the writer and his unprofessionalism, not so much with the Cavalier
2. Sent ExCo all the info from last year's reimbursements
3. Class liaison evaluations are happening right now. It's all online so it's a little different. Not many people seem to be doing it so we need to do it figure out a way to fix this
 1. Sean: Give people 1% if they do it
4. BCOM governance committee meeting is tomorrow
5. Still need to figure out if there was a faculty meeting and they just didn't invite me

III. Vice-President, Finance

1. Gave cheque to Angela for Sauder Summit

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2. Finished Co-op refund forms
3. Emailed Wakim regarding conditions for funding

IV. Vice-President, Internal Affairs

1. Booking awards night for the 20th. Awards Night is a problem because they just don't have enough evaluators. They re-opened hiring but didn't get much interest. We tried to get Board and Execs interested but there's not much response. If you know anyone who wants to get involved let them know.
 1. Sean: should we run another round of hiring for more evaluators? Because the problem's going to get worse in the spring.
 2. Thea: We could
 3. Sean: We could just keep sending out emails when people need events evaluated
 4. Thea: It didn't work the first 3 times, but we could. I just don't want to spam everyone
 5. Nil: Send them out in monthly batches
 6. Thea: we don't always know which they aren't going to have covered though
 7. Sean: just send them out anyway and say that the Board has to go. It's their job to be involved in the school so they should be going to them anyway.
2. Setting date for the elections in January

V. Vice-President, Marketing and Communications

1. Yearbook:
 1. Hiring for the rest of the yearbook; 6 applicants. Will be this Thursday.
 2. Of people who have contacted me and need the yearbook shipped to them, the shipping costs total \$238.93. We need to decide for other people whether we're going to ship to Vancouver or not.
 3. Thinking about going with Thea's idea about making the yearbook online. It would be free, everyone would get a copy. Going to run a survey in the CUS; offering the chance to win a \$25 gift card to Starbucks for everyone who fills it out
2. Cavalier is contacting me a lot; they need an exec to interview. Had a slight HR situation but we've figured it out with our HR director
3. Benson is still on his 12 month co-op so we won't hear from him for a while
4. Sending out an email regarding Saturday for CAP
5. Spoke with Sauder Squad. They're planning on doing something for Christmas. I don't really know how serious they are about this so I'm going to have a face to face meeting with Helena
6. Spoke with Vanessa about not doing the Gossip Girl thing while using CUS Marketing channels (got some complaints about the "XOXO" posts)

VI. Vice-President, External Affairs

1. CPA likes the contract; it's almost the same as the last copy I sent out. Working with Ben to figure out all the branding. Going to be popping in to a CR meeting to make sure they're on track with everything.
2. T40U40 went well. Member on the Awards Night Committee was kind of rude to the organizing committee. Just a heads up that awards night evaluators should be invisible,

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they shouldn't be looking for special treatment and the organizers shouldn't know that they're evaluating them

3. Met with Alex Lam for Imprint; trying hard for speakers but everything else is ok. Their event is booked; it's not a large venue. They did change the date of their event because they thought that Awards Night was going to be moved even later than it was, so they didn't think it would be a problem
 1. Sean: It may be worth telling Alex then that there won't be Top Conference of the year for them
4. Enterprize got 20 submissions for their business plan competition. This is more than last year. IT should be an interesting competition. They also settled with KPMG just this past week

VII. Administrative Director

1. Exec photo is Dec. 2nd at 10AM
2. Secret Santa email is going out today; we're going to do the gift exchange at the winter break Exec Meeting, after the photo

VIII. Cole

1. Board meeting on December 5th

IX. Ombudsperson

1. Keeping in touch with UBC Ombuds
2. Last week had to pay a visit to the UBC counselling office

F. Executive Business and Discussion

None

G. Next Meeting

Monday, Dec. 2nd, 2013

H. Adjournment

There being no further business, the meeting was adjourned at 7:32

Moved: Jas, Seconded: Ben

Objections: none

2.

...the motion carries