

Executive Council Meeting Minutes

Monday, May 12th, 2014 at 7:00 P.M.

Henry Angus Building, CUS Boardroom

Note: Meetings are open to the General Membership of the Society Unless Otherwise Deemed In-Camera

Note: Presentations and/or proposed motions should be requested to be on the agenda at least three (3) days prior to a meeting by contacting the Administrative Director, Braeden Elsaesser, at [Braeden.Elsaesser@cus.ca](mailto:braeden.elsaesser@cus.ca) - materials received past this point may be considered for the subsequent meeting's agenda at the Administrative Director's discretion.



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A. Call to Order

The meeting was called to order at 7:14PM.

B. Amendments to and Adoption of the Agenda

Moved: Jordan | Seconded: Hannah

Be it resolved that the agenda be adopted as presented.

**In favour: all
Opposed: none
Abstentions: none
... the motion carries.**

C. Presentations to the Executive Council

None.

D. Professional Updates

I. President

1. Met all the Western Canadian Presidents and attempting to build a better relationship with other universities
2. Meeting with the Dean next week

II. Vice-President, Academic Affairs

1. Three upcoming project ideas for community service
2. Transitioning into the role of VP Academic, connecting with Sauder correspondents and services
3. Brainstorming ideas into UGO complaint/feedback system for students

Question:

- Nil: How is community service? How much will be finished by the end of the summer?
 - Thea: Right now we are around halfway done. It will hopefully be near completion at the end of the summer.

III. Vice-President, Finance

1. Need to sign papers at the AMS, potentially seeking to make Nathan VP Finance for a week to sort it out

Discussion:

- Nil: Throughout the summer when you simply need to hand something into the AMS, you can leave it in the CUS office and I can drop it off for you.

IV. Vice-President, Internal Affairs

1. Met with individuals from facilities
2. BusinessWeek wishes to book out the CPA Hall, Birmingham, and outside (will book all three)
3. BusinessWeek held their first meeting; good dynamic, should be a good event
4. Sustainability held interviews this past week, waiting for an update from HR representative
5. Lockers and room bookings need to be updated; replace Jordan's name from the contact list and begin to sell lockers as soon as possible (renting lockers over the summer)

V. Vice-President, Marketing and Communications

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1. Meeting with representative to go over the Yearbook contract (same contract as last year most likely)
2. Keeping in contact with VP Marketing representatives from across Canada
3. Touching base with all services
4. Cavalier wants to do hiring soon

VI. Vice-President, External Affairs

1. Attended conference at Lake Louise with Nil; keeping in touch with other VP Externals
2. Imprint is sending out their hiring package soon
3. Corporate Relations were finally able to meet with Paul; a bit of concern regarding contact list
4. Nil and Cole drafted a letter to send to the Big Four; setting up meetings with Big Four contacts

Questions/Discussion:

- Vanessa: Do we want to have sponsors in our Prospectus?
 - Ben: We need to meet with the Big Four; we need to review the contract to see what it stipulates.
- Ben: Imprint wants to only hire individuals they need for the summer, and then hire the rest later, does that violate policy?
 - Nil: That does not violate policy, but they need to hire certain positions like logistics. Does not hurt their team dynamic as long as they hire the essential positions.
 - Hannah: Multiple of my services did the same thing
- Nil: Did you get the NSCC documents from Graeme?
 - Ben: He was supposed to send me that yesterday. He needs to send me those documents, I will call him tomorrow.

VII. Vice-President, Student Engagement

1. POITS and SoCo have both had their first team meetings regarding brainstorming of events
2. There is was a break in CCP hiring; some positions did not receive applicants
3. Meeting next week with students from Copenhagen regarding the logistics of their Buddy Program

VIII. Administrative Director

None.

IX. Ombudsperson

1. Actively asking people to proxy for Board of Director meetings; leaving in six days
2. Needs to arrange a meeting/orientation with the UBC Ombudsperson, as it is a requirement

Discussion:

- Thea: Just a thought, but you could market the position to Sauder students who may want Ombudsperson experience
 - Grace: I would not be against that, but I do not know which channel to use and how that would exactly work.

E. Executive Business and Discussion

1. Enterprize

Moved: Thea | Seconded: Jordan | Third: Hannah

3.

Motion to move in-camera

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In favour: all
Opposed: none
Abstentions: none
... the motion carries.

Moved: Jordan

4.

Motion to stay in-camera

In favour: none
Opposed: all
Abstentions: none
...the motion fails.

II. Buddy Programs

1. A fair bit of interest has been shown from upper years; fairly optimistic that more than 30 students will be interested in mentoring
2. The Board of Directors are in favour by the responses received
3. One concern is how applicable this program will be from Denmark to Sauder, with less foreign students
4. Looking for two structured events that the CUS organizes and implements
5. After September, it is responsibility of the mentor students to initiate connections (no CUS involvement)
6. Each upper year student will have two 1st year students and will also be in an extended group with a few other upper year students with their buddies
7. Could also host a Saturday day event where buddy groups compete against each other
8. One year program (people graduating at the end of the year can still apply)

Questions/Discussion:

- Vanessa: Is there going to be an application process for the upper year students?
 - Will: Yes, but it is will not be as intense as a job placement (i.e. light interview). Although the big administrative job will be matching people, so it will not be random.
 - Will: There will be an application from both sides. The buddies could also write a paragraph about themselves.
 - Nil: Do not make them write a paragraph, create a checklist in which they can rank their preferences.
 - Will: There should also be the option to include interested specialization so the mentors can talk about options. This is also supposed to be a one year program, so 4th years could still apply, we are not meant to babysit them through their whole undergrad.
- Nil: What is it called? When do we want to reach out to upper year students formally and reach out to first years formally? Could we call it something like Thunderstorm to intrigue the first years?
 - Cole: The problem with calling it an absurd name is that people might be disappointed if it is not as exciting.
 - Thea: You might want to consider asking the mentors for ideas, as they might have better ideas.
 - Jordan: We could call it "Sock Hop"
- Vanessa: Are we doing this the week before school starts?
 - Will: No
 - Nil: One, we are technically banned to run orientation events before Imagine Day. Two, the UGO will not like it with we do that. It would need to be a like a club kickoff if we did anything before school starts.
 - Will: We could do a BBQ the Sunday before school.

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- Thea: I think it would be best to just not do anything before Imagine Day. Even if we do a BBQ, it should not be before Imagine Day.
- Hannah: With BusinessWeek expanding with all the night events, we do not really need a BBQ.
- Thea: The buddy program is going to look amazing, we are all behind it but it will not look anything like Frosh and it will not happen before Imagine Day.
- Nil: It needs a name, not Sock Hop.
- Thea: Are we going for a fun name or a practical name?
 - Hannah: Can we make it extremely random and odd? A name that has little to no meaning. Just one word.
 - Will: Sidekick, Comrade
 - Thea: Ohana Program for family?
 - Nil: I think we have an idea now, by throwing out all these words. We could go with the CRPP and give them eight ideas of what it could stand for but never tell them.
 - Will: We could call it the HYGGE program because it does originate from Denmark. In Danish it means coziness and togetherness.
 - Nil: Write down those four suggestions and continue to collect names and then come back to us with a suggestion. You are also coming back with a timeline and a decision whether leaders need training; those are your three items.
 - Will: Yes, leaders are having training/meeting before it starts.
 - Note: Need a name for the next meeting

III. IT

1. Benson got back to us with his report; will send the report to all the Executives
2. Nil: Can you follow up with him Vanessa and ask how many hours he put into the role on average
3. Will be updating the job description with possible outsourcing/honourarium

IV. JDC West

1. Unlike many other services, JDC West should theoretically cost us the same as any other school in the area
2. The CUS gives the JDC West team about five times as much funding as any other school; would make more sense to pay for some accommodation and delegate fees but difference made up by students
3. Idea to eventually make JDC West a club, as other schools do this instead of it being a service
4. Students at other schools pay \$500 to go, same as Sauder; yet the funding is significantly different
5. Other schools seek and receive more sponsorship than Sauder's team
6. The discussions with other schools has lead to the proposal of standardizing funding across universities for fairness

Questions/Discussion:

- Hannah: Have you spoken with the JDC West presidents?
 - Nil: No, and none of the presidents have talked to their JDC West teams. The presidents were hardly even present at the conference. Staci is in Europe and Sadie was there for one day.
- Jordan: As we are moving to talking about their budget, should I alert the FinCom about JDC West in order to make their budget smaller?
 - Thea: I think that needs to come from a higher up than someone on the FinCom team.
 - Jordan: I have been trying to get the FinCom team to do more anyways, why not get them to do this.
 - Nil: I think we should take a different approach and let them know as soon as possible that we are looking to cut their budget. The sooner they realize we are looking to make

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cuts, the better.

- Thea: They are looking for a reduced budget.
- Nil: That is going to happen naturally because they are taking the ferry over.
- Thea: We need to go in and talk to them about the items we do not think are necessary, as that gains legitimacy but if we just tell them we are going to cut their budget that loses legitimacy.
- Nil: It is not that they do not need those items; we just should not be funding them.
- Thea: It does not seem fair that we fund every other service the full amount but decide that JDC West does not need it.
- Nil: How about we are going to fund you this much and over the next four months we are going to turn you into a club.
- Cole: You need to tell them straight up then.
- Thea: As soon as they are turned into a club, that will ruin the relationship. As their representation (VP Academic), that will be difficult to manage them and turn them into a club.
- Nil: For one, we cannot do this without Board approval. We cannot just change one of our major services into a club.
- Thea: Can we hold a board meeting?
 - Cole: Yes, there are rationales to hold the meeting already.
 - Thea: I will email them, get the items prepared, and we could hold a board meeting. This will give them enough time for budgeting.
- Vanessa: Why do we want them as a club exactly?
 - Nil: For context, last year they do not listen to us and we give them a substantial amount of funding. Many schools have them as an autonomous group and our team does not function well with the CUS, as they do not cooperate. It does not benefit our students as a whole when we give them funding and then they do not listen to us.
 - Jordan: We could justify this from a cost-benefit standpoint.
 - Nil: We almost made that decision last year but due to timing, it was decided it was not going to work at the time. I have since gained valuable information from talking to the other presidents.
 - Will: I do not think we should rush this. I think it is a bit rushed to decide they are going to be a club as neither them nor us know how to deal with it as a club structure. We need to do a transition year by explaining that the other schools do it like this and we are transitioning to do it similarly. Over the course of year we can build the foundation because we do not want to make immediate change and potentially damage what they could give to our students. We could explain to them that they get four times more than what the other schools give to their teams.
 - Thea: I do not see what a transition year could achieve. They act as a club, Hannah meets with them twice a year and they do their thing. I think dragging it out over a year will be agonizing for both parties. Additionally, we do simply pay them four times less. We either make them a club or pay them a fixed amount or we budget them what they need like our other services. I do not think it is fair that we make them the only service that we give them a cap instead of looking at what they actually need.
 - Will: No, I am not saying we fix their budget. But I think we should make them aware that they are receiving four times more, so they can keep that in mind while budgeting.
 - Jordan: We can make sure we only fund them for what they need. For example, the jackets, they do not need those and thus we do not fund them for the jackets. We could go through their budget and strip it down to what they need, but I am pro club right now.
 - Thea: I looked at their budget fairly intensively last year and besides the jackets and

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sweatshirts, they are a fairly expensive service. I seem to remember being fairly happy with their budget as we cut down a lot, except for the swag.

- Nil: The problem is that there are things we are used to paying that other schools do not pay because they do not have the same amount of money. It is fine for our bigger services because it divides over many students but for JDC West it is only 50 students. We subsidize their charity events and each of their simulations cost over \$1,000, which no one else does. They jackets but every school gets one outer apparel and swag items. The problem is there are thousands of dollars worth of sweatshirts, t-shirts, and embroidery that we could cut.
- Jordan: That is already cut, do not worry about it.
- Nil: There are other things like the simulation that we should not fund. Either it is free or they get someone to sponsor it.
- Cole: None of that does compare to how much the jackets cost per unit (\$170). I mean cutting those items are not terrible, but it does not amount to much until we make the big cuts.
- Nil: For next year, if we still make them pay \$500, then their fee only covers the jacket, delegate fees, and the ferry.
- Will: We should also talk to the coaches because the captains are only there for a year.
- Nil: We have been in contact with them. In the club I am envisioning, they would have Board of Advisors who would be past captains.
- Thea: Even in their current structure, they have those elements. The problems arise because we get involved and disrupt it.
- Will: We should come to them soon and mention this so they can work harder to try to find sponsorship.
- Jordan: Going back to Thea's point, then we are treating them unfairly by cutting their budget.
- Will: No, like we are going to make you a club, so you need to go find some money.
- Jordan: That part is true, we should let them know sooner rather than later.
- Nil: We explain as it is better for both you and us. We have been thinking about this for over a year and this makes more sense. We will continue to pay for the delegate fees and such but not the swag gear.
- Ben: That is how the other schools work, they just pay for the essential things.
- Vanessa: Do they want to be a club or would they be opposed to it?
 - Thea: Sean spoke with them last year, Chloe and David wanted to be a club.
- Jordan: Did they know how much money that would be?
 - Nil: They get that it is less money; I do not know if they know how much less it is.
 - Thea: We would give them the club money as a CUS club and then they would come in for SPF for whatever else they needed.
 - Nil: They could apply for External Conference funding because they are attending an external conference.
- Thea: So would we do club plus ExCo and that is how they would get their funding?
 - Nil: They would get funding for simulations and items like that and they would get ExCo for delegate fees, and transportation for example.
 - Thea: I think this great because it is trying to force ourselves somewhere where they do not want us to go.
 - Will: They will need to be a special club. We need to make sure that they do not need to do the application every year for ExCo, we just have it built in as a standardized amount they get from ExCo.
 - Jordan: No, I do not like standards.
 - Nil: The application for ExCo is essentially just saying I would like to attend this

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conference and that is it.

- Will: But we could eliminate the paperwork and every year ExCo knows the JDC West amount and send it out as one giant sum. Instead of 50 people applying for it.
- Nil: Well, one we should get records of whom these people are. Two, we need to sort of cost of flights.
- Hannah: It is the same thing with SPF every year, people come back and we know they will come back but it is not like we will guarantee them funding.
- Nil: We could do that Will but lets say one year these people come in and they do not know what they are doing and at that point we would not fund them.
- Cole: The other thing is that it says you can only apply to one ExCo a year. So that would help balance things out and give funding to more people, not always the same people.
- Thea: Are we going ahead with this? They would need to be approved by the SAC at latest in the meeting in a month and after SAC approves, there is still a week to hear back. I need to contact Staci and Sadie, start putting together the preliminary materials, and we need to have a Board meeting. It kind of has to be a decision we make right now.
 - Will: We need to be careful and make sure we help them out a bit because I do not think anyone on the current JDC West team will not exactly what to do.
 - Nil: One, we will definitely help them in what it means to be a club. They will need to come up with a one dollar fee and anyone can join, so in that side we will help them due us having more expertise in that area than they do. In terms of running JDC West, they do not talk to us.
 - Will: It is not the running; it is about becoming a club.
- Nil: We will come to them with guidelines on how to function as a club and unless they have a red flag that we have not seen, then that should be fine.

Moved: Thea | Seconded: Jordan

4.

After some discussion, it was agreed that Niloufar and Thea would pursue the possibility of a revised governance structure for JDC West, with the prospective goal of establishing it as a Commerce Club with financing provided through the CUS's standard funding model for external conferences.

(...the motion carries)

Questions/Discussion:

- Ben: Would there not be controversy if we fund them like a club because we fund clubs by how many members they have?
 - Nil: We would still fund them like a club, so \$600 plus \$3 per member and that money would go into their operating budget and activities. For actually attending JDC West, they would apply for ExCo. It would not be that different.
- Ben: I have tried to get ExCo before but I never got it because they never answered me, do we have the guaranteed funding?
 - Nil: They are big enough and there is enough of them that if they are not getting a response; they would default to someone higher.
- Thea: At the end of the day, the Internal and Academic portfolio will share JDC West through clubs' funding and ExCo funding.
- Thea: Should I alert Staci and Sadie before the Board meeting that this is going on?
 - Nil: Yes, they should be aware of the Board meeting.

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- Will: How much will the funding change and how much do we give them right now?
 - Nil: We give them \$40,000.
- Will: Will the Captains and Execs count towards membership funding?
 - Nil: No, they will not but they will lose only \$3 per person.
- Will: You said that ExCo is like \$500?
 - Nil: Up to \$500. Right now it is 50% of your delegate fee and travel expenses.
- Will: For students to attend it will be significantly more expensive if they do not get funding then.
 - Nil: But if they receive \$300 plus the \$500 they pay, that will account for their entire delegate fee, transportation, jacket, and some of the other items.
- Cole: It is a tough pill to swallow, as they will need to get sponsorship, charge more for fees, or cut items. But it does seem fairer.
- Nil: If they have some argument that explains why they should not be treated like any other JDC West team, I would not mind hearing that.
- Will: It does still leave them the option to come in for SPF.
 - Nil: Yes, they could technically do that. If it is two weeks before simulation and it has been a terrible year for sponsors and they have cut many things and then they come in for SPF, which could be understandable in that circumstance.
- Will: We need to make sure that past dislike does not affect our decisions for SPF in the future.
 - Nil: Yes of course and that will be a new Exec team anyways.

In favour: all
Opposed: none
Abstentions: none
... the motion carries.

V. Administrative Director

1. Still has a day to return Nil's email regarding minutes, but she has not gotten back to her yet.

Questions/Discussion:

- Vanessa: What did you ask her?
 - Nil: I sent her the Board meeting audio file and asked her to draft it up into minutes but also provided context via attaching past minutes.
- Hannah: You did not give her any feedback regarding the previous minutes?
 - Nil: No, but I did provide minutes and told her to try to follow the template.
 - Cole: We have budgeting soon for Board; we really need to figure this out. I would really like to have someone in place that knows what he or she is doing by then.
 - Thea: This strategy of recording meetings works well for Exec but because Board is large, it will not work as well.

F. Approval of Minutes

None.

G. Next Meeting

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H. Adjournment

Moved: Hannah | Seconded: Jordan

5.

There being no further business, be it resolved that the meeting be adjourned at 9:16PM.

**In favour: all
Opposed: none
Abstentions: none
... the motion carries.**

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Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
Niloufar Keshmiri	President (Chairperson)	X		
Thea Simpson	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Ben Gardiner	Vice-President, External Affairs	X (Via Skype)		
Jordan Hearne	Vice-President, Finance	X		
Hannah Vandenberg	Vice-President, Internal Affairs	X		
Vanessa Lau	Vice-President, Marketing and Communications	X (Via Skype)		
William Pigott	Vice-President, Student Engagement	X (Via Skype)		
Grace Kim	Ombudsperson	X		
	Administrative Director/ Recording Secretary	-	-	

Guests: Cole Leonoff