



**Commerce Undergraduate Society of the University of British Columbia, Vancouver**

Board of Directors Meeting | 2:00 PM, Monday, April 14th 2017 | Henry Angus Building, Room 434

*Open to the general membership of the Society unless otherwise deemed in-camera.*

**Note:** presentations and/or proposed motions from parties other than the members of the Board of Directors should be requested to be considered for inclusion on the agenda at least seven (7) days in advance of a meeting by contacting the Chair, Daphne Tse, at [daphne.tse@cus.ca](mailto:daphne.tse@cus.ca) – materials received past this point will be considered for the subsequent meeting's agenda at the Chair's discretion.

**A. Call to Order and Adoption of the Agenda**

The meeting was called to order at 2:13PM.

- I. Attendance and Confirmation of Quorum
- II. Amendments to and Approval of the Agenda

Moved: Daphne  
Seconded: Michael

*Be it resolved that the agenda be adopted as presented.*

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries

**B. Membership: Introductions, New Members, Declaration of Vacancies**

**C. Chair's Remarks**

- I. Daphne's final meeting as chair, new chair soon to be elected

**D. Presentations to the Board of Directors**

- I. Vision Presentation (By Daphne)
  - a. Mission: enhance Sauder student's experiences with conferences, services, and events to deliver value
  - b. Internal operations: assessing and finding solutions for issues, commitment, communication, and trust
    1. As BOD and Execs, we are representatives of the CUS - the decisions made impact all Sauder students
  - c. Accountability reports: shared with student body, published; outlines goals, progress
- II. Internal Newsletter
  - a. Purpose: updates CUS execs and BOD about weekly operations
  - b. Managed by Natalie starting May 1st, execs and BOD responsible for filling out Google Form

**E. AMS Representatives' Report**

- I. Transition needed with 2016 AMS Reps, Namdar Shafiei and Ryan Kamimura

**F. Commerce Student Senator's Report****G. Ombudsperson's Report****H. Executive Reports**

## I. President

1. Connected review with Chris
2. Conducting 1 on 1's, meeting with services to discuss additions and cuts
3. Additions to BOD Year Representatives role descriptions
  - a. Each Year Rep will be assigned one portfolio to work with throughout the year and specialize on. See "K. Discussion" for finalized pairings

## II. Vice-President, Academic Affairs

1. All service chairs have been hired
  - a. EXCO team hiring finished for now, will hold another round in September
  - b. JDC West finished first round hiring
  - c. CCC team hiring currently in progress
2. First BCOM Governance meeting conducted earlier on in the month
3. Attended Faculty Caucus on April 10th

## III. Vice-President, External Affairs

1. All service chairs have been hired
  - a. NSCC and Imprint are interviewing for their executive team
  - b. EMP will begin hiring later this month
2. Currently restructuring sponsorship package and rebuilding sponsorship contact database
3. Conferences for hiatus consideration: T40U40 and Me Inc.
  - a. See "I. Business Arising from Service Council" for further details and discussion.
4. Currently planning Commerce Community Breakfast and CPA/ Big 4 Pitch with Corporate Relations Director
  - a. Met with Jennifer W. to discuss CPA Pitch

## IV. Vice-President, Finance

1. Official AMS fiscal year turnover on May 1<sup>st</sup>, Andrew is currently acting as 2016/17 VPF
2. Completing reimbursements and calculating official closing balance to determine target fiscal budget deficit
  - a. Current projection for target deficit is \$50,000
3. Target deficits and templates will be distributed to services beginning May 1st
  - a. Official budget approval by AMS completed at end of July
4. Surveying all services to determine which services need to be put on hiatus, cut, or have their budget lowered

## V. Vice-President, Internal Affairs

1. Updates on service hiring
  - a. Elections and Bizweek completed
  - b. Award Night Chairs hired and currently hiring their executive team
  - c. Sustainability in process of hiring
2. Usage of office space/ keys accessibility: usage and permitted individuals not clearly defined, resulting in need for set of rules to be strictly enforced this upcoming year
  - a. All Execs and BOD will be given access to the CUS office
  - b. New lock system to be implemented: Scanner (Deadline for confirmation Mid-May)
    - i. If keypad system is implemented, one common code will be used by all

3. Sauder business cards terminated due to licensing policies
4. Internal updates: AVPI transitioning, 1-on-1's conducted with chairs, introducing monthly portfolio socials

VI. Vice-President, Marketing and Communications

1. Met with Assistant Branding and Communications Director regarding licensing policies
  - a. Sauder and UBC logo cannot be used without permission
  - b. Acceptable for events directly affiliated with UBC or Sauder
2. Updates on service hiring
  - a. CUSVM completed hiring
  - b. Cavalier will have another round of hiring at the end of April
  - c. Yearbook and Prospectus are considering hiring a non-Sauder student
  - d. Commerce Ambassadors Program in process of hiring

VII. Vice-President, Student Engagement

1. Connected Service Review and report completed
2. Planning Sauder Unlimited (May 6<sup>th</sup>) with Phoebe and Ryan
3. Hosting Town Hall on April 28<sup>th</sup> at 10:00AM
  - a. In essence, an “all portfolio meeting” where all Student Engagement services will meet and outline the vision for the student engagement portfolio
4. Termination of Social Committee (SOCO)
  - a. POITS will be overtaking SOCO's annual Ski Trip
  - b. See “I. Business Arising from the Service Council” for further discussion

I. **Business Arising from the Service Council**

I. Discontinuation of Services:

- Top 40 Under 40 (Hiatus): Stanley completed service evaluations, decided that T40U40 could be integrated into another conference, thus eliminating a significant expense without losing value.
  1. Situation: Resources could be better allocated to other services, however, the conference is still valuable by giving students an opportunity to network with CEOs they would not otherwise meet.
  2. Concerns: lose brand image over hiatus, value added not comparable to expense
  3. Proposals: build upon the event and add more activities, find a cheaper way to run the same event, add the networking portion to another event
  4. Attendee Feedback: most value gained from relationships established with professionals met at the conference

***Motion: Be it resolved that the Board of Directors approves a temporary year long suspension of Top 40 Under 40, in which the conference will be re-evaluated.***

*Moved by: Michael | Seconded by: Matt*

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

- Me Inc. (Hiatus): No applications for Me Inc. Chairperson
  1. Situation: No applications from current executive team, four rounds of hiring conducted and resulted in no external applicants
  2. Feedback: Valuable to first and second years but overlaps with value added by BCC services (ex. Option Insider)

***Motion: Be it resolved that the Board of Directors require a Me Inc. chairperson be hired by a date specified by CUS VPX, Stanley Yu, otherwise it will be automatically suspended for one year.***

*Moved by: Michael | Seconded by: AJ*

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

- SOCO (Discontinuation): No chairs hired, however, VPSE would like to see the continuation of the annual Ski Trip. It has been confirmed that the Ski Trip will be organized by POITS.
  1. Concern: The purpose of SOCO is redundant if their main event is overtaken by another committee.
  2. A portion of the existing SOCO budget will be reallocated to POITS, to be confirmed by Andrew.

***Motion: Be it resolved that the Board of Directors approve the termination of SOCO.***  
*Moved by: Simran | Seconded by: Michael*

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

- Connected (Hiatus): Connected services overlap with many other mentorship programs available and concerns have arisen regarding Governance Policies and the UGO
  1. Situation: A working group has developed to perform a Connected Review and analyze the situation and partnership
    - a. Dean's Office serves as an advisory committee leaving CUS as the operational organization
  2. Concerns: Increasing number of programs providing mentorship opportunities but decreased student participation
    - a. Discontinuing provides an opportunity to develop new services with values more beneficial for students instead of multiple services with overlapping values

***Motion: Be it resolved that the Board of Directors approve the discontinuation of the Connected service in its current form and retract the Connected Chairperson position.***  
*Moved by: Angela | Seconded by: AJ*

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

*Stanley Yu begins proxying for Jacob Kim at 4:15.*

## **J. Other Business**

- I. Election of New Chairperson
  1. Chairperson nominations: Michael Pratt, Katherine Pan
  2. Vice chairperson nominations: Katherine Pan

*Anonymous vote determines that Michael will be Chairperson and Katherine Pan will be Vice Chairperson.*

***Be it resolved that the Board of Directors appoint:***  
***- Michael Pratt (1 x Chairperson)***  
***- Katherine Pan (1 x Vice Chairperson)***  
***...as Chairperson and Vice chairperson until the end of the current Board's term.***

II. Election of all committees

Standing

- Academic Committee:
  1. 2<sup>nd</sup> year nominations: Angela, Simran
  2. 3<sup>rd</sup> and 4<sup>th</sup> year nominations: Aaron, AJ

**Be it resolved that the Board of Directors appoint:**  
**- Angela Dai and Simran Cheema (2 x Second Year Students)**  
**- Aaron Sim and AJ Jha (2 x Third and Fourth Year Students)**  
**...as members of the Academic Committee until the end of the current Board's term.**

*Academic committee members: Sapnil (Chairperson), Michael (Vice Chairperson), Simran, Daphne, Angela, Aaron, AJ*

- Budget Oversight Committee
  1. Board of Directors nominations: Angela, Erwin, Simran, Victor
  2. Executive Council nominations: Stanley, Evan
  3. Members-at-large nominations: Natalie Yu, Katherine Pan

**Be it resolved that the Board of Directors appoint:**  
**- Simran, Victor, Erwin (3 x Board of Directors)**  
**- Stanley and Evan (2 x Executives)**  
**- Katherine and Natalie (2 x Members at Large)**  
**... as members of the Budget Oversight Committee until the end of the current Board's term.**

*Budget oversight committee members: Stanley (Chairperson), Evan (Chairperson), Daphne, Maddie, Michael, Andrew, Chantelle, Simran, Victor, Erwin, Natalie, Katherine*

- Policy and Organizational Development Committee
  1. Board of Directors nominations: Angela, Matt, Julien, Jacob
  2. Executive Council nominations: Chris, Sapnil
  3. Members at Large nominations: Ryan Crasta, Kelvin Tsai

**Be it resolved that the Board of Directors appoint:**  
**- Angela, Matt, Julien, Jacob (4 x Board of Directors)**  
**- Chris and Sapnil (2 x Executives)**  
**- Kelvin and Ryan (2 x Members at Large)**  
**...as members of the Policy and Organizational Development Committee until the end of the current Board's term.**

*Policy and Organizational Development Committee: Chris (Chairperson), Sapnil (Vice chairperson), Daphne, Maddie, Michael, Angela, Matt, Julien, Jacob, Ryan, Kelvin*

- Awards Committee
  1. 2<sup>nd</sup> year nominations: Erwin
  2. 3<sup>rd</sup> year nominations: Victor, Jacob
  3. 4<sup>th</sup> year nominations: AJ
  4. CUS member nominations: Julien
  5. Member at Large nominations: Deejai Riangkrul

**Be it resolved that the Board of Directors appoint:**  
**- Erwin (1 x 2<sup>nd</sup> year representative)**  
**- Victor (1 x 3<sup>rd</sup> year representative)**  
**- AJ (1 x 4<sup>th</sup> year representative)**

- Julien (1 x CUS member)

- Deejai (1 x Member at Large)

...as members of the Awards Committee until the end of the current Board's term.

Awards Committee: Kristi Wong (Chairperson), Vivian Lam (Vice chairperson), Daphne, Maddie, Michael, Victor, Erwin, AJ, Julien, Deejai

#### Extraordinary

▪ Clubs Review Committee

1. Board of Directors or Executive Council nominations: Angela, Jacob, Matt, Evan
2. Member at Large nominations: Renzelle

**Be it resolved that the Board of Directors appoint:**

- Jacob, Matt, Angela, Evan (4 x Board of Directors or Executives)

-Renzelle (1 x Member at Large)

...as members of the Clubs Review Committee until the end of the current Board's term.

Clubs review committee: Phoebe (Chairperson), Michael (Vice chairperson), Daphne, Maddie, Jacob, Matt, Angela, Evan, Renzelle

▪ Building Users Committee

1. Board of Directors or Executive Council nominations: Chris, Angela

**Be it resolved that the Board of Directors appoint:**

- Chris and Angela (2 x Board of Directors or Executive Council)

... as members of the Building Users Committee until the end of the current Board's term.

Building Users Committee: Daphne, Michael, Phoebe, Andrew, Chris, Angela

▪ CUS Endowment Fund Committee

1. Board of Directors nominations: Jacob, Victor, Julien, Angela
2. Executive Council nominations: Stanley, Chris, Andrew
3. Members at Large nominations: Kelvin Tsai, Suprabhe Ballary

**Be it resolved that the Board of Directors appoint:**

- Jacob, Victor, Julien, Angela (4 x Board of Directors)

-Stanley and Andrew (2 x Executives)

- Kelvin and Suprabhe (2 x Members at Large)

... as members of the CUS Endowment Fund Committee until the end of the current Board's term.

CUS Endowment Fund Committee: Andrew (Chairperson), Angela (Vice chairperson), Daphne, Maddie, Michael, Jacob, Victor, Julien, Stanley, Kelvin, Suprabhe

### III. Appointment of New Responsibilities for Board Members

1. Board members will be responsible for specializing in their designated portfolio and contribute to its strategy
2. Note: Board members will not serve as an additional associate
  - Academic: AJ Jha
  - External: Angela Dai
  - Finance: Erwin Hsuing
  - Internal: Jacob Kim
  - Marketing: Matt Chiu
  - Engagement: Victor Yap

**K. Discussion**

**L. Next Meeting**

The next regularly scheduled meeting of the Board of Directors shall be: TBA.

**M. Adjournment**

*There being no further business, be it resolved that the meeting be adjourned at 5:33PM.*

Moved: Daphne

Seconded: Michael

In favour: all  
 Opposed: none  
 Abstentions: none

... the motion carries.

**CUS Attendance**

Name	Position	Present ("X")	Late (Time)	Proxy (Name)
<b>Board of Directors</b>				
Daphne Tse	President	X		
Michael Pratt	Commerce Student Senator	X		
Simran Cheema	Alma Mater Society Representative	X		
Julien Hart	Alma Mater Society Representative		2:08	
AJ Jha	Fourth Year Representative	X		
Matt Chiu	Fourth Year Representative	X		
Jacob Kim	Third Year Representative	X		Hayeon Choi (2:13PM-4:15PM) Stanley Yu (4:15PM -
Victor Yap	Third Year Representative	X		
Erwin Hsiung	Second Year Representative	X		
Angela Dai	Second Year Representative	X		
	First Year Representative			

	First Year Representative			
Maddison Zapach	Ombudsperson	X		Chris Bolton
<b>Executive Council</b>				
Sapnil Mohanty	Vice-President, Academic Affairs	X		—
Stanley Yu	Vice-President, External Affairs	X		—
Andrew Choi	Vice-President, Finance	X		—
Phoebe Wong	Vice-President, Internal Affairs	X		—
Chris Bolton	Vice-President, Student Engagement	X		—
Evan Zhou	Vice-President, Marketing and Communications	X		—
<b>Other</b>				
Natalie Yu	Administrative Director	X		—

**Guests (optional)**

Name	Affiliation	Present ("X")	Late ("X")	Notes
<b>Invited</b>				
Shobit Sahu	Elections Co-Chair	X		
Katherine Pan	NSCC Chair	X		
<b>Other</b>				