



commerce  
undergraduate  
society

## Executive Council Meeting

**Scheduled Time: 6:30PM, September 12, 2017 | Location: Henry Angus 239C/CUS Board Room**

Open to the General Membership of the Society Unless Otherwise Deemed In-Camera

**Note:** presentations and/or proposed motions should be requested to be included on the agenda at least three (3) days in advance of a meeting by contacting the Administrative Director, Natalie Yu, at [n.yu@hotmail.ca](mailto:n.yu@hotmail.ca)— materials received past this point may be considered for the subsequent meeting's agenda at the Administrative Director's discretion.

### Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
Daphne Tse	President (Chairperson)	X		
Sapnil Mohanty	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Stanley Yu	Vice-President, External Affairs	X		
Chantalle Fromager	Vice-President, Finance	X		
Phoebe Wong	Vice-President, Internal Affairs	X		
Evan Zhou	Vice-President, Marketing and Communications	X		
Chris Bolton	Vice-President, Student Engagement	X		
Maddie Zapach	Ombudsperson	X		
Natalie Yu	Administrative Director/ Recording Secretary		X	

Guests: Julyna Julyang, Jacob Kim, AJ Jha

I. **Call to Order**

*The meeting was called to order at 6:37 pm.*

II. **Amendments to and Adoption of the Agenda**

Moved: Stanley | Seconded: Sapnil  
Motion for NSCC and Comm 483 discussion to be added to the agenda.

*Moved: Chris | Seconded: Phoebe  
Be it resolved that the agenda be adopted as presented.*

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

III. **Amendments to and Adoption of the Agenda**

Motion to add PVCC into Executive Business and Discussion  
*Moved: Chris | Seconded: Phoebe  
Be it resolved that the agenda be adopted as presented.*

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

IV. **Presentations to the Executive Council**

V. **Personal Updates**

VI. **Professional Updates**

a. President

1. Went to a reception at UBC for student leaders, there will be a president's council this year
2. Simran will be reading Daphne's statement about inclusion at the upcoming AMS meeting
  - a. AMS has decided not to make a statement
3. Bizweek event, AMS meeting, and CUS elections meeting all tomorrow night
4. Met with Liam and Bob for IT. They decided to create a website (IT.cus.ca) for IT requests, will provide a time estimate for when requests will be dealt with. They will touch base weekly to reassess what can be accomplished.
5. Met with Pam regarding how to react to the Sauder Snake comments on Imagine Day and online.
6. Sent out Exec one-on-one schedule and Exec Syncs: syncs will occur once a month
7. Conducted an exit interview with former VP Finance Andrew Choi. He wants Chantelle to be the only point of contact for future VP Finance issues.

B. Vice-President, Academic Affairs

1. Went to the first BCOM governance committee meeting, received stats about BCOM students. Planning to introduce more teamwork themes in Comm 101. Larger options will be implementing honours programs. Discussing course changes such as moving some courses to different year level (ie. 3rd year level courses to 2nd)
2. Class liaison program has already started. The form has changed slightly this year, and is now on Connect.

C. Vice-President, Finance

1. Received an e-mail about an unpaid invoice from the Sauder business card service (back when Matt Anderson was VP Finance), threatened with legal action. The invoices were not in the AMS system, so they were never submitted to the AMS.
2. Services are sending over contracts and reimbursements very last-minute, especially Bizweek. The Bizweek team was not aware that they did not have signing authority, was not communicated by/to their finance analyst.

D. Vice-President, Internal Affairs

1. Showpass has been slow to respond, all changes must go through Showpass - locker assignments should be going out tonight
  - a. Chris: Should this be brought up to the AMS? This was their decision.
  - b. Daphne: I can bring it up at the AMS council meeting, but it may be better to e-mail Eileen Lim.
  - c. Phoebe: Most of the problems stem from the fact that we were not aware of the change until late in the summer, likely not worth issuing a complaint to the AMS. We could have mitigated some of the issues with Showpass with the extra time, but it does not change the fact that Rezgo was better than Showpass.
2. Informal booking procedures summary document is finished; the formal form is still in progress.
3. Sapnil: where can services store their stuff? Last year clubs stored some things in the Exec office
  - a. Phoebe: Clubs and services should be using their locker, and if there is no other option they can use the storage room.
  - b. Chris: The storage room is currently full.
  - c. Phoebe: Each club/service gets one locker, unless it is particularly large (eg. JDC).

E. Vice-President, Marketing and Communications

1. Bothing has been going well; nearly half of the Prospectus agendas have been given out.
2. The Meet your CUS panel went well.
3. Promotion of service council hiring is underway.
4. Will be reaching out to the execs to get feedback for Fiza and Renzelle in their roles.

F. Vice-President, External Affairs

1. Hiring is being extended for EMP, could use some support in getting the word out.
2. NSCC had some funding questions, will be discussed later in the meeting.
3. Evan: EMP has not posted about extending the application deadline.
4. Daphne: Chantelle is currently hiring an AVPF, interviews will likely be conducted this Thursday.

G. Vice-President, Student Engagement

1. Dealing with the Sauder Snake publicity.
2. Had a sync with Maggie, discussed the First Year Survival Guide, which was not printed. Potentially will be printed for SparkChats
3. CUS Student Survey to be combined with coffee chats.
4. Policy committee meeting on September 18th. There are 17 potential changes to policy, many of which need to happen as soon as possible.
5. POITS got their liquor license, will be sending over their team's Serving it Right
6. HeWe is in transition; Julienne just stepped into the role of Co-Chair
7. Stanley: Can you keep me in the loop about the first-year survival guide? My CR team is looking into in-kind sponsorships.
  - a. Chris: This project will likely be abandoned.
  - b. Daphne: Suraj Varma mentioned that the UGO is also doing coffee chats, will be contacting Chris regarding a potential collaboration.

#### H. Administrative Director

1. Lauren has pushed back her timeline for the changes that will be happening to the special projects fund (SPF)- will be discussed later in the meeting.
2. Daphne: Any updates on the lounge redecoration?
  1. Natalie: Just waiting for the budget to be confirmed.
3. Daphne: Are you planning to e-mail the internal updates to all the service chairs, AVPS, and commission people?
  1. Natalie: Yes, I can

#### I. Ombudsperson

1. Advising students on courses, student life
2. Check out the updated Ombudsperson website

### VII. Executive Business and Discussion

#### A. Handling of the Fridge Solution Discussion

1. A student reached out to CUS execs about concerns with the fridge in the lounge, specifically cleanliness
2. Told by building staff that it is our responsibility because it is our space
3. Daphne: We could consider hiring a person long term to take care of it. We could try asking the janitor or other cleaning staff how much it would cost for them to clean the fridge.
4. If they refuse, we can look externally

Motion to look for an external party to clean the fridge in the CUS Lounge

Moved: Phoebe | Seconded: Stanley

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

#### B. Exec office hours

1. Chris: In Code, it says that each executive needs a minimum of 3 office hours per week. Should we bring this up to board and ask them to suspend this? We could offer an alternative where they can arrange to meet with us
2. Daphne: at the moment, it doesn't make sense for execs to hold office hours. Board members should be holding office hours instead and it would also be a more useful way to be using the office

3. During a standardized time, board members use the office. Execs would leave the office
4. We would have to promote this. We could bring this up at the board meeting to abolish the current exec office hour situation

Motion to abolish CUS Exec Office Hour

Moved: Chris | Seconded: Evan

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

Motion to ask Board of Directors to hold Office Hours

Moved: Sapnil | Seconded: Stanley

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

C. Student fee reimbursement

1. PoCo will be looking to remove part of policy which states that students on Co-Op or exchange are able to have partial reimbursement of student fees, as this is not permissible under AMS regulation.
2. Sapnil: So we can't reimburse co-op students?
3. Chantelle: I've had multiple co-op reimbursements filed already
4. Daphne: let them know that this is not CUS policy but AMS policy

D. BYC, BizWeek, & Service Level Sponsors

1. BYC competes with our own services yet they are one of our business week sponsors- what should we do about this? Should we create a policy for this matter?
2. Should we "black-list" external parties that are not aligned with our values? Express to services that they cannot be sponsored by certain parties
3. Maddie: I think this is fair, we don't want our services to be funded by people that are not ethical
4. Daphne: we shouldn't have a "black-list" necessarily
5. We could have an outline of the types of companies we don't want to be affiliated with.
6. Phoebe: we could also provide an explanation why or allow them to ask us for reasons
7. Daphne: who has the capacity to work on this?
8. Chris: We could bring it up to policy committee
9. Stanley: I can get the CR team to do it

Motion to create a document outlining the types of companies we will/ will not be sponsoring with

Moved: Stanley | Seconded: Evan

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

E. Club Accountability Term Report

1. During Clubs review, people present on their goals and what they want to achieve. We provide them funding based on their proposed goals. Some of these clubs do not necessarily fulfill their obligations
2. Phoebe: this is one of the goals that I want to achieve (the creation of the Club Accountability Report)

3. Jacob has volunteered to help with this

F. SPF changes

1. This has not been put through policy or board. We have also not updated our budget and we need to build a formal committee for this in future years
2. For this year, we can continue operating as an ad-hoc committee
3. Natalie: I'd like to recruit more people for the committee – right now it's only me and Angela. Preferably board members so we can fund initiatives that best serve student's needs

G. NSCC Discussion

1. Katherine will try applying for funding and have reduced their ask from \$6,000 to \$4,000. During budget they felt pressure to make significant cuts. They felt that they would raise competitor fees but now they are worried that this will detract from the talent of the competition - only competitors who can afford it would compete, not necessarily the people most capable. They think they can come up with \$2,000 in funding.
2. They may subsidize Sauder student fees
3. With the updated SPF system, UGO will decide where their funding proposal is most appropriate

H. Comm 483 Discussion

1. Formerly 486R. This year, they want to reduce fees so alumni night will be cut from 486R. They don't want to get rid of the event so now they are looking for funding.
2. Now anything regarding SPF will go to UGO first.
3. Stanley: This event is essentially the alumni's last connection to the school

I. PVCC - SPF Discussion

1. In 2015 we promised \$22,780 to them. In 2015 we gave them \$13,500. Their bank accounts were synced with NIBC and UBCFA.
2. Can we prove this happened?
3. Chantelle: I can go to the AMS. I didn't see anything other than a screenshot from them.
4. We could take this out of the contingency fund?
5. There are no statute of limitations in policy
6. We need to verify that they haven't received the funds and they need to have a separate account from UBCFA

**VIII. Approval of Minutes**

*Moved: Stanley | Seconded: Sapnil*

*That the minutes from the Sept. 6 Executive Council meeting be approved for public distribution.*

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

**IX. Next Meeting**

**X. Adjournment**

*Moved: Phoebe | Seconded: Chantelle*

*There being no further business, be it resolved that the meeting be adjourned at 8:34PM.*

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