



commerce  
undergraduate  
society

## Executive Council Meeting

**Scheduled Time: Tuesday, November 15th at 6:00PM | Location: Henry Angus 239C**

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, Angela Li, at [angela.li@cus.ca](mailto:angela.li@cus.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
Jennifer Zhen	President (Chairperson)	X		
Katherine Pan	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Shiv Vashisht	Vice-President, External Affairs	X		
Matthew Anderson	Vice-President, Finance		X (6:13 PM)	
Ryan Crasta	Vice-President, Internal Affairs	X		
Amy Du	Vice-President, Marketing and Communications	X		
Adrian Francis	Vice-President, Student Engagement	X		
Taryn Jessop	Ombudsperson	X		
Angela Li	Administrative Director/ Recording Secretary	X		

Guests: Evan Zhou

### A. Call to Order

*The meeting was called to order at 6:02 PM.*

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

*Motion to add in camera discussion about JDC West.*

*Moved: Katherine | Seconded: Adrian*

*Be it resolved to add the motion into the agenda.*

*In favour: All  
Opposed: None  
Abstentions: None  
the motion carries.*

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*Motion to remove UBC Athletics from the agenda.*

*Moved: Mathew | Seconded: Ryan*

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

*In favour: All  
Opposed: None  
Abstentions: None  
the motion carries.*

...

*Motion to adopt agenda.*

*Moved: Katherine | Seconded: Ryan*

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

*In favour: All  
Opposed: None  
Abstentions: None  
the motion carries.*

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**C. Presentations to the Executive Council**

**I. International Business Club (6:10PM)**

1. Asking for SPF of \$600 for their World Cities event.
2. Jennifer: What is your goal after the World Cities event?
  1. Nurture long term relationships, and delegates have come back from previous years and there have been delegates who hire students after events. IBC hopes to continue fostering this relationship.
3. Adrian: How many people did you sell last year and how many people did you book for this year? What is the difference?
  1. Last year they sold around 35 tickets to student and this year they have booked the restaurant for 90 people for students, delegates and executives. The difference mainly comes from earlier marketing.
4. Jennifer: Chinese restaurants can get quite loud during dinnertime do you think it will be a problem?
  1. We will be booking majority of the restaurant and because it is on a weekday night we don't expect it to be a large problem. If there is enough demand, we may look into booking the entire restaurant.
5. Amy: How will the CUS be highlighted if we do fund this event?
  1. CUS will be added in the video, website and in a Facebook post. Facebook engagement has just broken a record, as well as having the CUS logo on physical goods.
6. Jennifer: How do you expect networking to work since there is a large round table?

1. They plan to have delegates placed between students and foster networking that way.
7. Katherine: How did you source your delegates?
  1. Delegates came from previous year list of delegates, and LinkedIn.
8. Ryan: Would you have enough to take fund for this event and future events if you are unable to receive funding?
  1. They would be able to and they are planning on hosting fundraising events next semester.

#### **D. Professional Updates**

##### I. President

1. Meeting with faculty and UGO on November 14<sup>th</sup> about Sexual Awareness month campaign and Sauder's involvement. They don't have anything planned yet but they were interested in taking part in our promotion efforts. They also mentioned the 9 which is a workshop that Spark leaders go through, and student leaders from the States take part in this workshop as well. UGO mentioned it might be a good idea to have the workshop in Sauder as well.
2. UGO also talked about conference funding for initiatives outside of Sauder. It depends if they receive funding from the Dean's office. The process will likely be based in an application process, and has a deadline. We might be interested in setting a few deadlines every year as well.
3. Lace Up sent an email to Jennifer about a social media campaign to support BC Children Cancer Foundation.
4. There is a networking event at Science World. Shiv to ask if CR team is interested in going, and Jennifer has forward the email to Executives and Board members.

##### II. Vice-President, Academic Affairs

1. Setting the first meeting for the Internal Audit Committee this week.
2. Setting up a meeting with Class Liaison, and will connect the Class Liaison Director with Pam to talk about the process next semester.

##### I. Vice-President, Finance

1. Financial Committee monthly meeting is coming up, and Mathew has received feedback from the AMS that Mathew can share.
2. We are receiving new credit card with a \$40,000 limit. The AMS has given a credit card to all AMS clubs and services so the receipt reimbursement can be finished online now.

##### IV. Vice-President, Internal Affairs

1. The Building Committee met last week to talk about upgrades to the building, for example connecting an AV system with Birmingham and CPA Hall. There is a portion of each student's building fee that must go into upgrades, so the money has already been set aside.
  1. Jennifer: Can we consider different upgrades, and suggestions? A lot of students are interested in more study spaces.

V. Vice-President, Marketing and Communications

1. AVPM applications has concluded, and we have received 15 applications for the position. Interviews will be taking place on November 16<sup>th</sup>.
2. Yearbook is running; we still need one more contract to be signed.
3. Artona pictures will be taking place soon; Amy will be sending out a when2meet.

VI. Vice-President, External Affairs

1. The first Corporation Relations meeting took place last week, and everyone has been assigned tasks.
2. Shiv and the CR team are reaching out to help Imprint secure speakers for workshops and events.

I. Vice-President, Student Engagement

1. Adrian met up with HeWe service chairs to talk about this year and how the events have gone and engagement.
2. POITS is on this Friday; it's the last POITS of the year.
3. SISA Winter photo booth is next week.
4. Connected has contacted all the mentee with mentors.
5. Sauder Sports dodgeball team has been cancelled this week, because lack of interest for this week.
6. CCP and Connected are doing the Christmas packages. They are being handed out this Saturday. Amy to post on social media.
7. Lace up for Kids reached out to Adrian, Eileen wants to do a fundraiser and the board are interested. The goal is to raise \$500.
8. The AMS is interested in starting up a Dragon Den like event where students can pitch ideas to the AMS that must do with improving the campus, and the AMS will provide monetary support.
9. Adrian has set up Secret Santa for Board, Executives, AVP's, and Presidential Portfolio.

VIII. Administrative Director

IX. Ombudsperson

## **E. Executive Business and Discussion**

### I. International Business Club

1. Matthew: The event seemed to have good delegates, but the venue seems a little strange, but the price is good. We did not fund them during the Summer, so it depends if we are interested in their new view.
2. Adrian: There doesn't seem to be a reason to fund them.

*Motion to fund IBC with \$600 for their World Cities event.  
Be it resolved to fund IBC with \$600 for their World Cities event.*

*In favour: All  
Opposed: None  
Abstentions: None  
the motion carries.*

### II. SPF Criteria

1. Potential criteria for SPF
2. Pros Criteria:
  1. Uniqueness: Is the idea pitched already done by another UBC club or service.
  2. Clarity: Is there a reasonable and clear place where the money is going.
  3. Need: Is the money requested going towards a fundamental part of the idea pitched.
  4. Demonstration of Demand: Is there a clear want from students with data to back it up.
  5. Historic: Was the event funded in the past, and was it a success? If the event is new this year this criterion will be dropped.
  6. Community Atmosphere: Students have stated they want more relaxed event, and this criterion will insure we are addressing what students want.
    1. Katherine: This is largely based on what the students want at this moment. It might change.
    2. Adrian: We could do a simple survey every year.
  7. Other funding: Have other sources of funding been located? Or has the service reached out to other sources?
  8. Event
3. Katherine: Have you weighted the criteria?
  1. We have not yet, because we want to wait to see how these specific criteria points are accepted.
4. Adrian: We are proposing to use a scale instead because a yes or no system are two extremes and few things clearly fall into one or the other.
5. Taryn: The cost per student was a large discussion so far this, could we add a point to address that in the criteria?
6. Matthew will email the criteria. The purpose of the criteria is not to be an official summary of what we consider when looking at SPF, but it is a resource that we can post on our website for students coming in to request funding.
7. Jennifer: Personal, professional and academic is an important part of what we do, and it is part of the CUS mission statement. Meanwhile the fun community is something that the students want right now. It would be beneficial to include our mission statement in our criteria.

### III. JDC West (In camera)

*Motion to move into camera to discuss JDC West engagement.  
Be it resolved to move into camera.*

*In favour: All*

*Opposed: None  
Abstentions: None  
the motion carries.*

*Motion to stay in camera.  
Be it resolved to move out of camera.*

*In favour: None  
Opposed: All  
Abstentions: None  
the motion fails.*

**F. Approval of Minutes**

**G. Next Meeting**

Tuesday, November 22nd @ 6:00PM

**H. Adjournment**

*Moved: Amy | Seconded: Katherine*

*There being no further business, be it resolved that the meeting be adjourned at 7: 50 PM.*

*In favour: All  
Opposed: None  
Abstentions: None  
the motion carries.*