



commerce
undergraduate
society

Executive Council Meeting

Scheduled Time: Tuesday, October 18th 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 – 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		
Sam Wong	Vice-President, Academic Affairs (Vice-Chairperson)			Katherine Pan (X)
Shiv Vashisht	Vice-President, External Affairs			Evan Zhou (X)
Matthew Anderson	Vice-President, Finance	X		
Ryan Crasta	Vice-President, Internal Affairs			Daphne Tse (X)
Amy Du	Vice-President, Marketing and Communications	X		
Adrian Francis	Vice-President, Student Engagement	X		
Taryn Jessop	Ombudsperson	X		Michelle Sieluck (X) ⁱ
Angela Li	Administrative Director/ Recording Secretary	X		

Guests:

A. Call to Order

The meeting was called to order at 6:00 PM.

Moved: Matthew | Seconded: Adrian

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

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B. Amendments to and Adoption of the Agenda

Motion to add internal audit to executive business and discussion, and move executive business and discussion before professional updates.

Moved: Adrian | Seconded: Amy

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. Chasing Sustainability (6:10 PM)

1. Matthew: Did his email about sponsorships answer all the questions?
 1. All sponsorship questions have been answered.
2. Jennifer: How close are you to reaching your target?
 1. They are at 70 students, and confirming with the MBA to bring in their 50 students.
3. Jennifer: Let the check-in people to let the networking delegate to know the itinerary to clarify any details for the networking lunch.
4. Adrian: Has a contact that can be a potential delegate and will be send it to the co-chairs
5. Jennifer: How will you let students know the CUS involvement?
 1. Delegate booklets that will be emailed out to delegates and participants, and will be in a future social media post, and be added to sponsorship lists.
6. Jennifer: Let us know of any feedback for next year and working with the MBA.

II. UI Fellows (6:40 PM)

1. Katherine: If the CUS chooses not to fund this program are there any other ways you are looking to get the grant? Is there any other way the CUS can support you?
 1. They have reached out to the Stanford UI Fellows to get a fee deduction, but there is nothing confirmed yet. The funds are to pay the UI Fellows to be able to use their brand, and the opportunity to nominate 5 executives for the leadership skill.
2. Adrian: Are there any success stories from this program? Do you feel that there is a lack of innovation at UBC?
 1. On the website there are a list of success stories that can provide details. Although there is a lot of faculty specific involvement but UI Fellows will be able to fill the need of bringing faculties together.

3. Matthew: Is this a one-time fee or annual fee? Is this a CUS Service? How this fill a niche that other organizations at UBC do not offer? Would the workshops incur costs?
 1. It is an annual fee to nominate the 5 executives, but there is more thought to whether this will become affiliated with the CUS. The program goes beyond clubs, but instead to launch internal projects within the UI Fellows and bring people of different backgrounds to work on initiatives together. The workshops will be at first presented by the executives but eventually they want to encourage members to speak at the workshops.
4. Katherine & Daphne: AMS and the SAP specifically will be able to provide support, and they are creating a new service that encourage entrepreneurship spirit.
5. Jennifer: The presentation mentioned you will be beginning with Sauder students but you mentioned trying to build inter-faculty connectedness?
 1. In the initial phrase in January they are hoping to have a few Sauder students to join the program and begin to draw in students from different faculties.
6. Jennifer: Has there any research been done to gage student interest?
 1. They have reached out to the program in Dalhousie and they have received feedback from their executive team. The main feedback was to diversify and reach students of various backgrounds.

D. Professional Updates

I. President

1. Starting weekly meetings with Faculty on Mondays at 4PM, the first one will be updates on the first month and discussion on internal emails.
2. Talked with Liam about the IT survey, there are about 27 responses and the issues mainly coming from Board and Executives. Liam and Jennifer are looking to move from their own server to G Suite which is hosted by google. Liam will be presenting in the future. Everyone will have an email associated to their position, and we won't have to create hundreds of emails every year.
 1. Amy: What is the timeline?
 1. End of this year hopefully by the end of this semester.
3. Adrian and Jennifer were invited to the Fall Preview that is happening on November 26. This is for prospective students to hear from professors and current students.

II. Vice-President, Academic Affairs

1. Class Liaison is settling down.
2. Katherine requested emails from the two executives that stepped down in CMP and will forward to Michelle to conduct exit emails
3. Jason from JDC West is planning to make transition reports for future years, and Katherine is working with the on charity hours.
4. Case Competition Club case is happening soon, and Sam is almost finished the case.
5. Interviews for SBR, Class Liaison and AVPA are happening today and tomorrow.

I. Vice-President, Finance

1. Meeting with Adrian next week to talk about SPF criteria
2. Organizing a meeting with Finance Commission soon

IV. Vice-President, Internal Affairs

1. Chasing Sustainability is in 10 days and is worried about ticket sales

2. Talked with Awards to document their hours.
3. Contacted by Anna about the digital board outside Birmingham. Who controls it?
 1. Adrian: The UGO.

V. Vice-President, Marketing and Communications

1. Gillette sent their razors, and is offering us gift cards if we send their 3 photos.
2. Yearbook was signed
3. Meeting with Melissa next week about the yearbook
4. Artona: we need to get the contract signed before we can promote to grads
 1. Jennifer: There will be a set time from Artona that grads can go in to take photos but people can book independently.
5. Meeting with Hilton to talk about his passion project with Lauren
6. Shobbit manager is quitting so they will be talking with Michelle about hiring.

VI. Vice-President, External Affairs

1. Corporate Relations team hiring will be completed on Friday. A few interviews had to be pushed back due to power outages
2. CFA wants to start off with a small sponsorship to the CUS
3. Shiv completing check-ups next week

VII. Vice-President, Student Engagement

1. Coffee Chats need to be completed soon
2. HeWe eats is next week
3. POITS Oktoberfest was okay. The SUS complained that no CUS member showed up. However, it seems unfair because we planned the event and we provided all of the monetary funding, and many of the SUS members were absent due to their retreat.
4. POITS is hosting a fundraising for cancer event this upcoming week.
5. Adrian had a meeting with Connected Chair and Emily from the BCC and Debbie, Dean's Assistant. Jennifer will be presenting next week on the 24th. The Connected Chair will be connecting mentor and mentee to attend the BCC events, so cross marketing between Connected and the BCC
6. Graduate Night has begun receiving applications
7. First Year Committee was hired by Eileen and Adrian supported the decision regardless of whom was hired. Adrian looks forward to meeting the new FYC Chair.
8. Daphne: If people bail from coffee chats keep the gift cards and give it to Adrian.

VIII. Administrative Director

IX. Ombudsperson

E. Executive Business and Discussion

I. Chasing Sustainability

1. Jennifer: Getting CUS year representatives to help them promote, and can Amy reach out to help them.

II. UI Fellows

1. Matthew & Jennifer: The program doesn't seem to differentiate from other programs that UBC offers, and by funding the program annually they will be taken under as a CUS service. With the recent budget cuts, it does not align with our long-term goals to take under a new service
2. Jennifer: There seems to be limited benefit to be aligned with Stanford University and the cost outweighed the benefits.
Motion to not fund UI Fellows.
Moved: Adrian | Seconded: Daphne

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

III. SoCo Increase

1. Adrian: They are looking to receive extra funding of \$7500 for the SoCo ski trip to bring additional 38 students on the trip.
 1. Matthew: With the recent budget cuts it seems strange for us fund the additional amount.
 2. Adrian: The survey we issued out showed that students wanted more fun activities.
2. Jennifer: Is it possible to add a tier two pricing, so CUS will cut back our subsidy for each individual?
3. Matthew: Next year budget for more students and raise ticket prices to reduce CUS subsidy.
4. Adrian: In the past, SoCo had students reselling tickets, so there does not seem to be a need to open more seats.

*Motion to not increase Soco's budget
Moved: Adrian | Seconded: Daphne*

*In favour: Five
Opposed: One
Abstentions: None
the motion carries.*

IV. Internal Audit

1. Katherine: Potential Ad Hoc committee for internal audit, and we are overdue for an audit. The committee will run from November to the end of January. Katherine has contacted two alumni that is interested in helping the CUS to complete their audit.
2. Adrian: What are the goals? What is the problem you want the committee to solve? What will the alumni provide?
 1. The committee aims to issue a set of recommendations that can be passed to next years president and will comprise of current CUS Board and Executives and alumni's. The committee will define the scope and deliverables is undefined at this moment. There are questions about the sustainability and what the CUS is offering. The committee will work on what brings the most value, and evaluate our services based on that. The alumni will bring industry and external perspective and provide us guidance, but the member of the committee will be carrying out the consultations.
3. Adrian: Who do you want on the committee? Is it more efficient to have one member with extensive CUS knowledge?
 1. President, two executives, one board members, one member at large and two alumni. It seems appropriate to have the board, president and one external member to have their input in this process.
4. Jennifer: Is there a timeline?
 1. The appointment of members on the committee will happen on the next board meeting, but in terms of what will be carried out it will be up to the committee.
5. Matthew & Adrian & Jennifer: The scope seems large and ambiguous. What is the

problem?

1. The problem is that the CUS offers too many services, and the committee will work on establishing which services provide the most value, and for the next year CUS to potentially cut down on the number of services.
6. Matthew: It seems most efficient to have small internal discussions before we present it externally.
7. Daphne: Will this committee be reoccurring every year?
 1. The committee will be occurring until there is no longer a need, but if we want the next year CUS members to be a part of it there is a time crunch.
8. Katherine will meet with Adrian and Matthew about the committee and will be present it at the next Board meeting.
9. Adrian: The Board values the Executives opinion, and if the Executives support this committee we are swaying the Board opinion. There is a need for the Executives to be completely supportive of this committee.
10. Katherine: It can be a hindrance to have many people on the committee but this is a valuable experience for Board members.

F. Approval of Minutes

G. Next Meeting

Tuesday, November 1st @ 6:00PM

H. Adjournment

Moved: Matthew | Seconded: Daphne

There being no further business, be it resolved that the meeting be adjourned at 8:16 PM

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