



commerce  
undergraduate  
society

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

Board of Directors Meeting | 12:00 PM, Saturday, December 9th 2017 | Henry Angus Building, Room 293

*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 12:15

#### **I. Attendance and Confirmation of Quorum**

#### **II. Amendments to and Approval of the Agenda**

Moved: Daphne

Seconded: AJ

*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**

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

### **E. AMS Representatives' Report**

1. Julien: No meeting recently

### **F. Commerce Student Senator's Report**

1. No senate meeting as of late, was recent vote on establishing an ad-hoc committee on diversity at senate level; addressed in the senate, will update as hearing updates from this

### **G. Ombudsperson's Report**

1. Went to faculty caucus meeting to learn what is going on,
2. Will work with Cassie on Spring welcome/community building workshops
3. No updates from PVCC or NIBC

### **H. Executive Reports**

- I. President
  - 1. Working on projects
- II. Vice-President, Academic Affairs
  - 1. No major updates but CMP chair is going on co-op, assigning someone to lead the team on his behalf
- III. Vice-President, External Affairs
- IV. Vice-President, Finance
  - 1. Has started a tracking sheet for online reimbursements on excel
  - 2. Doing hiring: please promote hiring AVPF, either one or two depending
  - 3. Reorganizing finance documents
  - 4. Sanjay: Whatever has happened in the past 2 years for VPF position, what efforts are being made to restructure the role?
  - 5. Daphne: Chantelle, Andrew and Matthew is working with HR to give recommendations for next years' team
- V. Vice-President, Internal Affairs
  - 1. Had meeting on Tuesday, AV tickets are now our responsibility (Lauren and Kelvin will be trained after exams)
  - 2. Cost \$33 to change the office code: proposing line item for annual change
  - 3. Michael: Assuming this would be done for next years' budget
  - 4. Waiting for endowment fund response
  - 5. New sticks and balls are out for the public in the next few weeks
  - 6. Sauder unlimited planning is going well
- VI. Vice-President, Marketing and Communications
  - 1. No updates
- VII. Vice-President, Student Engagement
  - 1. Working on Community Report
  - 2. Working with Evan on AGM
- I. Committee Reports**
- I. AJ: IT Steering
  - 1. No updates
- II. Jacob: Endowment fund
  - 1. Got email from Pam, did not get specific date but the email outlined that there is "unspent account" of 35000, will try to get a meeting planned early january to see what we want to do with the money. There is no "date" and deadline: if taking money out, cannot recapitalize and put it back in without speaking with Vice President Academic of AMS but can be requested
- III. Sapnil: Academic Committees
  - 1. A bunch of new graduate courses got renumbered and introduced into the calendar
  - 2. Sauder is introducing 2 new certificate programs for students coming in from Tec De Monterrey
  - 3. Sauder is discontinuing its BCom dual degree with Sciences Po Program
- IV. Michael: Conference Affiliation
  - 1. Will work with Natalie to get this started (Still is high priority but not in next two weeks)
  - 2. Daphne: One of the things that we need to occur so that SPF is properly working
  - 3. There are openings in committees; reassign people in upcoming board meeting
- V. No other committee chairs submitted a report.
- J. Amendments to and Approval of Minutes**

- I. Minutes  
No meeting minutes to be approved at the moment.
- K. **Business Arising from the Service Council**
- L. **Business Arising from the Executive Council**
- M. **Business Arising from the Committees of the Board of Directors**
- N. **Other Business**

**O. Discussion**

- I. Accountability reports and why we should release them to public (Sanjay)
  1. Was looking at meeting minutes starting from April, saw that Daphne had mentioned releasing accountability reports to the public. Important to have reports so that constituents can see if their representatives have been doing work, especially if there are members who want to run again so that they can see what the work has been done.
  2. Make first year reps also have accountability reports, so that they can also monitor their progress. Let their constituents (first years) also know the work they have been doing.
  3. Daphne: No questions: comment - Mentioned this in April meeting because in the past (2 years ago) it was only executives that had accountability reports. Likely a miscommunication between Fiza and under the bios. However, website formatting has had many issues and was difficult to link online. They should definitely be public.
  4. Sanjay: Can the reports be out before the next board meeting? And preferably before the January elections.
  5. Daphne: You can send an email to Fiza and CC Evan, this is more of a technical issue. Not an item to vote on.
  6. Sapnil: He had mentioned first year representatives creating an accountability report.
  7. Michael: Nothing to vote on, but you can create an accountability report. Do you both want to create an accountability report now? Maddie: Can send you a template for Board reports.
  8. Daphne: Thinking of changing accountability reports. Do you want to get it done and public then do it from old template, OR could help build a new type of board report? Something to think about.
- II. Website needs to be worked on still. (Sanjay)
  1. Sanjay: Still not updated: info is still from 2015 times. For an organization that has an operations budget of 1.2 million, very outdated. Most importantly, events and conferences are still old and not the newest information.
  2. Daphne: Good point that it is outdated. Last year did not update at all, Evan and Fiza were working on it but lots of technical issues. Had submitted ticket to IT.
  3. AJ: In Vanessa's year to spent lots of money to build the website, however, the way it was built was that to make changes, must go back to original creator. Looking to change website to be more agile. Biggest pain is that every page is different: ie. Internal.cus.ca is different. Lack of consistency. Want to create a hackathon as we don't have the manpower (2 people) to work on just the website, it is very important and do see point.
  4. Daphne: Suggestion to Sanjay to contact Liam. Could possibly contact Evan, Fiza, CC AJ and Liam and Bob.
  5. Angela: Suggestion to Sanjay to join the Steering Committee.
  6. Sanjay: The importance is that students who are interested in CUS should be able to access information. More than happy to work with AJ and Evan.
  7. Daphne: Sanjay is right, we should be able to hand over a functional website, part of wanting to build functional website.

Moved: Sanjay | Seconded: Daphne

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

**P. Next Meeting**

The next regularly scheduled meeting of the Board of Directors shall be: January 11, 2018

**Q. Adjournment**

Moved: Daphne  
Seconded: Julien

*There being no further business, be it resolved that the meeting be adjourned at 12:51PM.*

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	x		
AJ Jha	Fourth Year Representative	x		
Matt Chiu	Fourth Year Representative		X (Arrive 12:27)	
Jacob Kim	Third Year Representative	x		
Victor Yap	Third Year Representative		X (Arrive 12:27)	
Erwin Hsiung	Second Year Representative	x		Sapnil
Angela Dai	Second Year Representative	x		
Caryssa Kim	First Year Representative	*		
Sanjay Khemani	First Year Representative	x		
Maddison Zapach	Ombudsperson	x		
<b>Executive Council</b>				

Sapnil Mohanty	Vice-President, Academic Affairs	x		—
Stanley Yu	Vice-President, External Affairs		x	AJ
Matthew Yong	Vice-President, Finance		x	—
Phoebe Wong	Vice-President, Internal Affairs	x		Lauren King
Chris Bolton	Vice-President, Student Engagement		x	—
Evan Zhou	Vice-President, Marketing and Communications	x		Angela Dai
<b>Other</b>				
Natalie Yu	Administrative Director			—

**Guests (optional)**

Name	Affiliation	Present ("X")	Late ("X")	Notes
<b>Invited</b>				
Lauren King	Commerce Undergrad Society	x		Operations Coordinator
<b>Other</b>				