



commerce  
undergraduate  
society

## Executive Council Meeting

Scheduled Time: 5:00 PM, February 6, 2018 | 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)			
Stanley Yu	Vice-President, External Affairs	X		
Matthew Yong	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: Sanjay Khemani, Michael Pratt, Caryssa Kim

**A. Call to Order**

*The meeting was called to order at 5:00PM.*

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

*Motion to add presentation to the agenda: eHub*

*Moved: Evan | Seconded: Phoebe*

*Motion to add Gillette donation to Social Enterprise*

*Moved: Evan | Seconded: Phoebe*

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

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

**C. Presentations to the Executive Council**

- I. eHub (5:01PM)
  1. amseHub.ca: AMS service, main event is Startup Week. Also hosting LightHacks: Hackathon with eProjects
  2. Main initiatives/ services
    1. Flexible learning program: free for UBC students, available on website, curriculated by 2 UBC Professors
    2. Peer coaches: alumni who have experience with innovation
  3. Funnel analogy: lowest barrier to entry (CUS affiliated clubs), looking for feedback on how to support the lowest level to work from the bottom up
  4. Service because they want this to be an initiative that students can benefit from for free, as opposed to a club
  5. Want to know how to disseminate information to clubs and students
  6. Chris: talk to clubs directly, it's inefficient to have CUS as a middle man. Each club operates significantly differently from each other.
    1. Phoebe: clubs are just affiliated with us, we don't oversee their operations. Services are more our area where we could help them implement stuff. I can tell the informal group of presidents on Facebook to spread the word to their teams if they want
  7. Tahir: are there any ways that you see CUS working with eHub?
  8. Evan: CCC?
  9. Chris: a lot of services focus less on a specific theme/ designation. If eHub wants to focus on something more broadly, they could work with a service.
  10. Tahir: reaching out to club presidents might be the best solution
  11. Chris: you can go ahead and mention it to club presidents now but be mindful that turnover is happening. It may be better to do in May or April
  12. Daphne: CUS is simply a governing body. It might be best to reach out to people individually. We are just here to manage them, not necessarily to funnel information to. You may be able to talk to profs or partner with courses, such as New Venture Design.

This is, however, without of our scope. Clubs have their own individual mission - this may be hard for them to tackle both

13. Phoebe: you could ask eHub to be added onto the website where it outlines each club
14. Michael: I'm wondering if there's a database for all entrepreneurship clubs - essentially one page where it outlines every innovation or entrepreneurship club
15. Tahir: that's what eHub is trying to do - we want to be the main space where people reach out to

#### **D. Personal Updates**

#### **E. Professional Updates**

*AJ Jha entered the meeting at 5:19PM*

- I. President
  1. Deadline for transition reports is the 16, deadline for the Executive Report is the 23. Submit to Maddie and Daphne, cc Natalie
  2. Meetings with Lauren
  3. Social during reading week
  4. Sapnil: can an executive report be the same as the transition report?
    - a. No. There are different topics required in both.
    - b. Evan: what is in the exec report should be in the transition report but the transition report should also have additional info
- II. Vice-President, Academic Affairs
  1. CMP finished hiring, holding review sessions. Asked for tracking attendance reports
  2. Class Liaison surveys opened, Canvas is working fine
  3. CCC partnering with JDC to do First Year only case comp. JDC competitors will get to be judges
  4. Meeting with Jenn and Grace to discuss next year
  5. Aaron is meeting with AMS Academic affairs chair: open educational campaign
  6. BCOM Governance later this month, Aaron will be attending
  7. Working on executive report
  8. Stanley: when is executive hiring for JDC?
    - a. After VPA is hired. I will be discussing this later for them
- III. Vice-President, Finance
  1. Meeting AVPF from AMS next week with Kimberly and Ajit. A lot of the things CUS Finance is trying to do is not well-coordinated on the AMS side (ex. Conflicting numbers)
  2. Meeting with FinCom analysts and AVPFs
  3. Helping Imprint: got contract signed today and invoices signed. Some was already paid with Chantelle.
  4. Updated budget almost done but we're still waiting on numbers for retreats and admin expenses. I have reached out to Andrew.
  5. AJ: which budget covers this year's budget?
    - a. Chris: I think it was last year, before turnover
    - b. Daphne: I have the records
    - c. Maddie: I believe that this upcoming retreat is for this year's budget
      6. Matthew: I am still waiting on a number to give to Awards Night
      7. Natalie: Our hoodies came under budget - they were \$2279.62

Motion to add "Budget Increase - Awards Night" to discussion

Moved: Chris | Seconded: Stanley

In favour: Chris, Stanley, Matthew, Evan, Saprill  
Opposed: Phoebe  
Abstentions: none  
...the motion carries

IV. Vice-President, Internal Affairs

1. Awards Night invitation rounds are happening - actual event is Mar.23
2. Elections voter turnout: Ryan and Shobhit looked at the stats and they said this year was significantly lower. It's not necessarily just elections responsibility - the onus is on candidates to encourage voting
  - a. Saprill: I think it's also correlated with the number of candidates running

V. Vice-President, Marketing and Communications

1. 2 weeks ago hired third DMC
2. Met with Iris: one of her layout designers resigned. Want to make sure that they can meet all their deadlines.
3. One person resigned from Cavalier - print edition coming out later, Sauder in love
4. Promotions for exec hiring

VI. Vice-President, External Affairs

1. Organizing cross-school networking night. 4-5 schools are currently signed on
2. Imprint is the final conference happening
3. Working with NSCC to potentially start an advisory council to support the future years, comprised of past chairs
4. VPX tried to get a faculty cup after party
5. Daphne: how is the blacklist going on?
  - a. Stanley: they're doing research but the CR managers are currently doing CPABC reviews. Trying to format list this weekend. Jennifer from CPABC asked to make sure that clubs are following up
6. Evan: do you want a CUSunday feature
  1. Talk to Albert

VII. Vice-President, Student Engagement

1. Services going well: FYC ran 2 events in the past couple weeks, ramping up to Showcase. Their gala is now a casino night
2. CCP is back on track, working with POITS and Sauder Events team.
3. Policy: final POCO meeting in March to update the final changes
4. POITS on Friday

VIII. Administrative Director

1. Looking into locations for retreats: March 17-18

IX. Ombudsperson

1. Met with incoming Ombudsperson, will give her equity training before she sits in on exec hirings

**F. Executive Business and Discussion**

I. Service Council Review

1. Evan: doing service council hiring round 2 in March. Do we want to bring back services, remove, or restructure conferences/ shift them from portfolios? (ex. Engagement → External) These changes will be approved next board meeting on the 17th
2. Saprill: should we bring back Me Inc?

3. Chris: we should find the old chairs of these services to connect them to the incoming people
4. AJ: we should find out if people missed Me Inc - what was the value added?
5. Stanley: mostly targeted first years, upper years didn't care too much about it
6. Chris: there has been no student uproar but there's been talk from Alumni and BCC. For all of the other services we cut, nobody even realized that they were gone (a good sign!)
7. Phoebe: only alumni are the ones missing it. I would rather re-allocate to make a better conference instead of 2 mediocre conferences
8. AJ: I get where BCC is coming from because Me Inc helped find your specialization but BCC can do this easily. We should determine what new value is actually added
9. Daphne: this is something that we are definitely considering but it should be up to the choice of next year's team
10. Daphne: I want to ask about T40U40. Katherine and Stanley discussed incorporating it into another one
11. Stanley: we suggested with Me Inc. It was a lot about networking with higher up individuals
12. Chris: must be mindful about passing things on to next year's team. If we don't decide on bringing them back, Evan won't post hiring for them until later. We should also give them a list of reasons why we're passing it onto them.
13. AJ: does it make sense for us to make that decision? We were the ones who originally said to cut it
14. Chris: I believe that we should make operational decisions. The Me Inc conversation should be next year's team
15. Daphne: it wasn't the board or executives decision to cut it - we couldn't find a chair. Our board said that we wanted Me Inc at the time but no one was willing to step up and chair
16. SoCo and T40U40 were intentional cuts by board
17. Phoebe: I want to make structural suggestions. Grad Night and Awards night are separate, should Chasing Sustainability be moved to External?
18. Evan: should we compile a list of services we think should be moved?
19. Chris: my thought was that we should organize by the type of events they put out (ex. Awards and Grad). To overhaul the entire organizational chart would take a long time
20. Phoebe: I just want to get awards and grad together. And move IT to Internal. Sustainability doesn't also need to be internal.
21. Daphne: obviously some things need to be moved. The question is should they be done now or next year, with Evan as President?
22. Chris: what if we do this at exec retreat
23. Phoebe: this also impacts culture - the person you hire you want to be in your portfolio
24. Phoebe: CCP should be cut.
25. Chris: The school is interested in CCP and want to collaborate. I've asked the current chairs to restructure it.
26. Phoebe: for context, they tried to have events in term 1 but they fell through due to weather and lack of attendance.
27. Chris: they handed out care packages downtown in January, they held an event in December. There was an idea that it should be turned into a member-type of service. Members will act as volunteers. The amount of money that we give them as opposed to just donating the money was also discussed. Lauren and I will be meeting with the chairs
28. AJ: CCC - if I were an organization, I would partner with a club (ex. BizTech partnered with Deloitte, UBCMA and Pepsi) as opposed to CCC.
29. Caryssa: are you saying we're oversaturated with case comps?
30. Saprnil: I tried to get CCC to develop more firm partnerships. They partnered with KPMG and Telus. CCC did really well this year by providing more competitions this year than

last. They're providing more of a platform for case comps for people who aren't as comfortable with doing more major ones (ex. Imprint)

31. AJ: I agree that this year was better than the last. My point is that there is no added value. They could work on targeting case interviews. Imprint has a line for junior and senior division. Telus can be done through UBCMA or Imprint. There's too much overlap. The changes this year were not sufficient to constitute continuing the services for next year
32. Evan: I want all of your feedback about the services and the incoming execs to discuss it
33. Daphne: I would also recommend cutting Cavalier, most people read online over print. It's stagnant, should we really be putting in money to this?
34. Matthew: for CCC, I noticed that they're the only service to charge memberships
35. Daphne: we provide them with funding already
36. Evan: also EMP we should discuss
37. Daphne: they had struggles with leadership this year

## II. Gillette Donation to Social Enterprise

1. Evan: Maggie reached out to ask us to donate Gillette razors to hand out to downtown eastside.
2. Natalie: what organization is this a part of?
3. Evan: I believe it's an RA initiative
4. Daphne: I want to bring up that P&G gave us these razors for the use of distributing to Sauder students. Therefore I would say no to her request because Gillette sponsored us as CUS. We need to make sure we are using this in the manner that they requested we use them - otherwise we are being dishonest as an organization and a partner for sponsors.
5. Maddie: what if they are never used for this intended purpose. Should we explain that we have overflow from this event and want to use it in other ways?
6. AJ: that becomes risky because they may lower our quantity delivered
7. Chris: in the future, we could discuss with Gillette that it's hard to identify who fourth years are (their intended target)
8. AJ: ie have looser restrictions
9. Daphne: when we have leftover money, we pass it over to next year. We could do the same for these razors - inform next year's marketing team. To our future sponsors, we could ask for a specified amount.

## III. Budget Increase - Awards Night

1. Phoebe: they requested \$4,000. \$4500 was cut from their budget in final round but they also received their budget late and wasn't able to reallocate in time. We decided to pool our money together last time we discussed this
2. Daphne: what is the full amount?
3. Phoebe: we expressed we didn't want to fund the full amount. The money was going towards gift bags for people who don't drink. They reallocated money from decor to gift bags recently.
4. Chris: the motion was to approve additional funding - we need to pick an amount today. I recommend \$1000.
5. Phoebe: if there's room for it, we should bump up to \$1500. View it as this money is going towards gift bags, not decor. 1500/4000 is not a lot.
6. Michael: have they already spent the money on gift bags?
7. Phoebe: yes
8. Daphne: this decision came to SPF because this request is under \$10,000

Motion to fund Awards Night an additional \$1500

*This money has come from compiling extra from portfolio budgets: \$700 (Engagement), \$500 (Marketing), \$300 (Hoodies)*

Moved: Phoebe | Seconded: Chris

*In favour: Chris, Phoebe, Evan, Stanley, Sapnil*

*Opposed: none*

*Abstentions: Matthew*

*...the motion carries.*

**G. Approval of Minutes**

*Moved: Chris | Seconded: Stanley*

*That the minutes from the Jan.23 Executive Council meeting be approved for public distribution.*

*In favour: all*

*Opposed: none*

*Abstentions: none*

*...the motion carries.*

**H. Next Meeting**

**I. Adjournment**

*There being no further business, be it resolved that the meeting be adjourned at 6:46PM.*