



commerce
undergraduate
society

Executive Council Meeting

Scheduled Time: 5:00 PM, March 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— 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	
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 (1st year rep), Andrew Choi

A. Call to Order

The meeting was called to order at 5:03pm.

B. Amendments to and Adoption of the Agenda

Be it resolved that the agenda be adopted as presented.

C. Presentations to the Executive Council

D. Personal Updates

E. Professional Updates

I. President

1. PoCo meeting
2. 1-on-1 with Matthew Thursday
3. Hosting Dean's town hall
4. Meeting with Lauren
5. Chris: what is happening with the 1-on-1s?

- a. Daphne: you said that we didn't need them any more, other than Matthew

Stanley entered the meeting at 5:18PM

II. Vice-President, Academic Affairs

1. Aaron went to BCOM Governance meeting: there's a certain average guideline that each course has to hit each year but all the other universities follow a bell curve. We are discussing switching to a bell curve method. Still figuring out how they will distribute grades.

- a. Also figuring out admission averages for transfer students - students from outside of UBC have the opportunity to take courses that non-Sauder UBC students can't take

2. Next BCOM governance meeting Katherine and Aaron will both be going
3. No major updates for services
 1. CCC: final event with Telus coming up. Sapnil doesn't think we should do a Sauder case comp with CCC anymore seeing as CCC will not be continuing next year. They have already set up for the Telus event so they don't want to add another event on. Katherine and Evan are creating a case-creating program instead of CCC next year.
 2. Sapnil still needs to have a meeting with the current CCC chairs
4. Still transitioning Katherine, needs to submit transition report
5. Daphne: you discussed distribution of marks -when is this happening?
 1. They are still discussing it. They said that the current system isn't applicable for a lot of course (ex. High achieving students get scaled down to meet the average)
6. Daphne: regarding transition reports, I think it's also valuable for all of you to send a copy of them to HR as well
7. Evan: what's happening with service council transition reports?
 1. Maddie: is board transition a part of that as well? We can bring it up at the board meeting

2. Daphne: they may need help with structuring
3. Evan: at service council retreat, we could all brainstorm together

III. Vice-President, Finance

1. Picking up new credit card tomorrow
2. Sending Daphne document for approval of a new credit card
3. Meeting with Alim for JDC West credit card - will bring Kimberly, Ajit, and Katherine
4. Meeting with Ajit, Priscilla, and Evan on Monday for next year's budget
5. Prepping for service council retreat presentation with Ajit
6. Waiting on a couple more budgeting meetings in the next month
7. Regarding the published budget, Matthew followed up with Fiza however she has not published it on the website
8. All of the SPF applications have been processed
9. Final large expenses will be from Grad Night and Awards Night
10. Transitioning Ajit and Kimberly: assisting Ajit with people management skills
11. Daphne: do you have updates on our current budget?
 - a. You have access to it.

IV. Vice-President, Internal Affairs

1. Building Users: Meeting next week to discuss tech upgrades, pushing for more spending but Phoebe is aiming to have a buffer
2. Emailing clubs about membership and will figure out Clubs Roundtable
3. Working on informal clubs term report with Kelvin next week

V. Vice-President, Marketing and Communications

1. Promoting hiring events - need more applications
2. Final round of check-ins with chairs
3. Meeting with Veronica this week to transition her early - she will be ready to do the role by next week
4. Application Stats: total number of applications decreased from last year. Last year, almost everyone was an internal member that re-applied
 - a. Andrew: which portfolios decreased in particular?
 - b. Evan: engagement
5. Daphne: based on this year, how much has your reach from marketing increased?
 1. CUSunday is about the same. Facebook decreased significantly due to the new algorithm (5x less).
6. Daphne: since you're transitioning Veronica early, is she coming to meetings now?
 1. Evan: She will be handling marketing stuff with her AVPM. I will still come to meetings, she may come too

VI. Vice-President, External Affairs

1. Service meetings
2. Transitioning Priscilla
3. Finalizing details with Albert: hoping to get 100 people for turnout

VII. Vice-President, Student Engagement

1. PoCo meeting tomorrow, updating code of procedure
 1. Changing reimbursement policy to be finance policy
 2. Requiring MOU on SPF agreements
 3. Adding affiliated conferences to go along with affiliate clubs
 4. Bookings policy: want to put this into policy
 1. Phoebe: it's not actually in our formal document.

2. Chris: no, we're thinking about the one that works with school. It should be public
2. Sauder Unlimited happening: Kelvin, Veronica and Maggie are doing well
3. POITS Tournament on Friday
4. CCP 5 days for the homeless
5. Sauder sports had issues with bookings
 1. Chris: In past years, HeWe and Sauder Sports teamed up to do Bunny Yoga. This year, HeWe tried to run it themselves and were denied. Sauder Sports wants to run the same event.
 2. Phoebe: no, they should not have been allowed. Nicole said that they should collab.
 3. Chris: I tried to get them to collaborate but they do not want to.
6. Exec retreat this weekend

VIII. Administrative Director

1. Transitioned incoming Admin Director, Pamela
2. Retreat
 1. Booking busses - need firm numbers by Monday
 2. Retreat location deposit due, sent out invitations
3. SPF guidelines and external contract drafted
4. Board meeting this Saturday and next Monday, to approve award decisions

IX. Ombudsperson

1. Angela's resignation breaks constitution but there is no time to re-elect. We will simply have to violate policy, due to the tight time constraint.
2. We are also breaking Policy on a member of the Elections Committee that wants to run for 3 year rep. We need this approved by the 10th
3. Presentations for the Awards Committee: clubs voiced that they wanted another opportunity to show their merit other than having an evaluator come to their event. This is optional. The presentation would account for 30% of the performance. There has not been strong communication that the Awards Chair needs to be keeping the committee up to date. Maddie had to inform them that we need the Awards Committee to be there
 1. SISA also doesn't track attendance for any event, also don't collect feedback for any event.
 2. Chris: I don't think it's ever been mandated to do that but most services or clubs do. There is no rule though.
4. Wants to submit executive reports to Board before the meeting
5. Working with Aaron on the OER listening tour: thinking of creating a team of the incoming board
 1. Priscilla and Snigdha have volunteered, still waiting on a couple more to join
 2. Thinking of having 20 interviews with profs

F. Executive Business and Discussion

G. Approval of Minutes

Moved: Chris | Seconded: Matthew

That the minutes from the Feb.20 and Feb.27 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 5:55PM.