



commerce  
undergraduate  
society

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

Board of Directors Meeting | 12:00 PM, Saturday, March 10th 2018 | Henry Angus Building, Room 296

*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, Michael Pratt, at [michael.pratt@cus.ca](mailto:michael.pratt@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 12:18PM

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

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

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

### **B. Membership: Introductions, New Members, Declaration of Vacancies**

### **C. Chair's Remarks**

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

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

- I. Wasn't able to attend the meetings these months
- II. Just completed AMS Elections, voting period closed yesterday
- III. Referendum for extending upass
- IV. Approving restructuring student fees and abolishing student court
- V. Execs can no longer make public endorsements or assist candidate's campaigns

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

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

- I. Submitted exec reports to board - any discussion regarding the reports will be voiced later on in this meeting and will be passed onto next year's team as well
- II. Considering implementing board transition reports

Motion to add "Board transition reports" to discussion

In favour: all  
Oppositions: none  
Abstentions: none  
...the motion carries

- III. We are breaking constitution due to Angela's resignation. Now Maddie will have to put out a formal release about this violation
- IV. AMS Initiative called OER Listening Tour. It will go over how profs choose their materials and discuss open access resources. Haven't heard back from the AMS at the moment but if anyone is interested, reach out to Maddie

## **H. Executive Reports**

### **I. President**

- 1. AMS Awards: applying to them
- 2. Next week, Dean is having a town hall and Daphne will be moderating on the 19. He will discuss his strategic vision for the year
- 3. Meeting with Evan, incoming President. Already submitted Presidential transition report
- 4. Having 1-on-1's with Matthew
- 5. Doing committee things
- 6. Looking over conference affiliation, wrapping up projects for the end of the term

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

- 1. No updates since last exec meeting

### **III. Vice-President, External Affairs**

- 1. Stanley is currently in Spain
- 2. Had BC networking night yesterday, had 50 attendees
- 3. Working on Blacklist for sponsorship

### **IV. Vice-President, Finance**

- 1. AVPFs and Matthew published budget reports on the website
- 2. Daphne spoke to Ajit and we have a surplus at the moment. THIS is subject to change, with the ending of Awards and Grad night
- 3. Looking to revamp the budgeting process next year, may use tier system

### **V. Vice-President, Internal Affairs**

- 1. Sent out email to affiliated clubs about membership # and roundtable
- 2. Kelvin and I will be working on the informal term report this weekend
- 3. Building users meeting this coming week to vote on tech upgrades
- 4. made Showpass forms for grad night & FYC

### **VI. Vice-President, Marketing and Communications**

- 1. Cavalier handed out Sauder in Love print edition
- 2. Shifting marketing promotional strategy to correspond with Facebook algorithm
- 3. Transitioning Veronica
- 4. Posting hiring

### **VII. Vice-President, Student Engagement**

- 1. POITS tournament last night: may look into getting bottle openers
- 2. Next POITS is next week
- 3. Putting out an updated community report which covers the action items and our progress on them so far

## **I. Committee Reports**

- I. Academic Committee: no updates
- II. Budget Committee: no updates

- III. Policy Committee
  - 1. See discussion
- IV. Awards Committee
  - 1. Had a meeting last week. At the start of the year, they received feedback that it's not fair to strictly base people's merit off of their events. This year they were given an opportunity to present to the committee. 12 clubs came in to present. Tomorrow, they will be deliberating on who will get the awards.
  - 2. Areas of concern: Awards team was not aware that Awards committee is made up of board members so whenever they make official decisions, all board members need to be there. They didn't have awards committee quorum during evaluations.
  - 3. When SISA came in to present, they mentioned that they don't track numbers/ collect data. Although the value that they add is clear, they should still track these metrics. Suggestion to put it into policy for next year that they should be tracking numbers
- V. Clubs Review: no updates
- VI. Building Users Committee: no updates
- VII. IT Steering Committee: no updates
- VIII. Endowment Fund
  - 1. Emailed endowment fund report to Daphne and Phoebe. It was approved. He also sent it to Pam and emailed her the money
- IX. Conference Affiliation
  - 1. Michael was the chairperson for this committee. We may need to change the chairperson for this. Angela was also on this committee so we will need to re-elect.

Motion to add "Conference Affiliation Membership changes" to discussion  
 Moved: Daphne | Seconded: Caryssa

In favour: all  
 Oppositions: none  
 Abstentions: none  
 ...the motion carries

- X. SPF
  - 1. External contract: Formalized contract for external parties has been drafted.
  - 2. Application process guidelines: We wanted to have a standardized process for approving applications for future years.

**J. Amendments to and Approval of Minutes**

**I. Minutes**

Moved: Natalie | Seconded: Daphne

*Be it resolved that the Board of Directors approve its minutes dated Feb.17*

In favour: all  
 Oppositions: none  
 Abstentions: none  
 ...the motion carries

**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. 3rd year rep elections- policy suspension

1. Maddie: Angela resigned from her position and Elections Committee needs to hold another election. A member of the Elections Committee wants to run for the election. However, by the time she gives her 2 weeks notice to resign, she would not have time to campaign or run. The committee wants the Board to waive our policy regarding this matter.
  1. Code of Procedure section 5.03 A and section 4.02(B)(2)(a)
  2. Simran: this is under the assumption that the individual needs to submit 2 weeks.
  3. Maddie: effectively, she won't be doing committee work for elections committee anymore. Their concern is that there won't be a lot of turnout.
  4. Daphne: the justification that came from the election chairs is that the turnout for elections is quite low. Considering it is March, there may not be a lot of people who are interested in running. That's why they wanted to lift policy on this. However, it is up to the board
  5. AJ: was there a third person running for elections?
  6. Yes
  7. Maddie: if Angela rejected the position, then that third candidate would automatically get it. But considering that she accepted it and then resigned means that we need to open it up again, That same candidate will be campaigning this time around too
  8. Simran: why were those 2 policies put in there? What was the purpose of those policies? What are they designed to mitigate?
  9. Maddie: obviously if you have been working with elections is that there may be bias
  10. Daphne: this one has the biggest personal conflict

Motion to take a point of personal privilege

Moved: AJ | Seconded: Daphne

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

11. AJ: agree with Daphne, this rule was in place to prevent this but this situation is unique given that Angela accepted then subsequently dropped the role.
12. Maddie: had she have known that this was a possibility, she would've resigned earlier
13. Simran: this is an extenuating circumstance because someone resigned
14. Daphne: on our end, our resignation policy is supposed to be 2 weeks but she wanted to leave immediately. I don't want this to set a precedent

Motion to lift the policy Section 5.03 (a) and Section 4.02 (b)(II)(A) to allow the individual to run for third year rep

Moved: Daphne | Seconded: AJ

In favour: AJ, Matty, Caryssa, Jenna, Daphne, Natalie, Simran  
Opposed: none  
Abstentions: Erwin  
...the motion carries

### II. Approval of Policy Changes

1. Table of Contents has been updated, change log available on the website

Motion to approve the changes to the Code of Procedure, as presented

Moved: Erwin | Seconded: Daphne

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

### III. Conference Affiliation Member Changes

1. We do not have enough board members remaining to fill Angela's role. We also need someone to replace Michael as chairperson.
2. Essentially what this person will need to figure out is the funding amount that conferences will receive and the criteria for conference affiliation.
3. AJ has been nominated as chair by Daphne

Motion to make AJ as chairperson for Conference Affiliation committee

Moved: Daphne | Seconded: Erwin

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

### IV. Board Transition Reports

1. Maddie: Historically, the board has never done something like a transition report. We could come up with a document collectively or do it individually. It'll cover what your role was and how to perform well in it.
2. Simran: instead of writing an official report, could we meet with that individual? Would the written report be posted somewhere? I would feel more comfortable talking to that individual
3. Daphne: you would send it to me, Evan and the incoming individual. I can send you guys my report so you have something to base it off of. I think it would be good if you worked on this report with whoever your partner is.
4. AJ: if our positions are being replaced by people already within the organization, do we still need to transition them?
5. Daphne: if it's the same people and essentially the same role, you may not need to. If you're a second, third, or fourth year rep you can work on the doc together unless there are big discrepancies in the role. You technically have the same role but you're just serving a different audience
6. Simran: I think it should be recommended. I personally would get my message across better in a discussion with that individual.
7. Daphne: if there are changes in the JD, this would be valuable to have. That's why we have retreat so you can transition each other.
8. Maddie: I think sitting down with your incoming is already a given at retreat. Also for continuity, the written report would be better to have as a reference point.

Motion to allow the board to officially create a transition report that will be distributed to HR, Presidents and their incoming counterpart by April 1, 2018

Moved: Daphne | Seconded: Natalie

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: Feb.12 at 7:30PM.

**Q. Adjournment**

Moved:  
Seconded:

*There being no further business, be it resolved that the meeting be adjourned at 1:47PM.*

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			
Simran Cheema	Alma Mater Society Representative	X		
AJ Jha	Fourth Year Representative	X		
Matt Chiu	Fourth Year Representative	X		
Jacob Kim	Third Year Representative			Jenna Leung
Victor Yap	Third Year Representative			Natalie Yu
Erwin Hsiung	Second Year Representative	X		
Angela Dai	Second Year Representative			
Caryssa Kim	First Year Representative	✘		
Sanjay Khemani	First Year Representative			
Maddison Zapach	Ombudsperson	X		
<b>Executive Council</b>				
Sapnil Mohanty	Vice-President, Academic Affairs			—
Stanley Yu	Vice-President, External Affairs			—

Matthew Yong	Vice-President, Finance			—
Phoebe Wong	Vice-President, Internal Affairs			—
Chris Bolton	Vice-President, Student Engagement	X		—
Evan Zhou	Vice-President, Marketing and Communications			—
<b>Other</b>				
Natalie Yu	Administrative Director	X		—

**Guests (optional)**

Name	Affiliation	Present ("X")	Late ("X")	Notes
<b>Invited</b>				
<b>Other</b>				
Jenna Leung	Incoming Second Year Representative	X		