



Commerce Undergraduate Society of the University of British Columbia, Vancouver

Board of Directors Meeting | 3:00 PM, Saturday, April 7th 2018 | AMS Student Nest Building, Room 2514

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, Priscilla Chan, at priscilla.chan@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 3:11PM.

- a. Attendance and Confirmation of Quorum
- b. Amendments to and Approval of the Agenda

Moved: Evan | Seconded: Jacob

Be it resolved that the agenda be adopted as presented.

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

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

C. Chair’s Remarks

D. Presentations to the Board of Directors

- I. Board Meetings 101 (by Evan Zhou)
 - A. How Board Meetings will be run.
 - 1. Attendance is mandatory
 - 2. All meetings are live streamed
 - 3. Please send in your own proxy
 - a) Any Sauder student can be a proxy
 - b) Execs can proxy for Board members
 - c) Execs have to give Board members their updates if they’ll miss a meeting
- II. Health and Wellness Convention under Sauder Health and Wellness (by Jade Tsui & Johnny Tam)

- A. Presenting a Health & Wellness Convention - would like to expand through Sauder HeWe
- B. Johnny: Health and Wellness has been an ongoing trend in the school. Santa Ono when he came increased awareness and funding. HeWe would like to build on that.
- C. Jade: That's why we're proposing a Health and Wellness convention. Want to educate students about various methods for health and wellness in a more relaxed environment. Also want to open up faculty awareness but prioritizing Sauder students as it's funded by the CUS
- D. Johnny: propose for the convention to happen in the second term in February just before reading break.
- E. Jade: Want to partner with CUS and have reached out to wellness center and looking to apply for walter gage memorial fund. Associate Dean has also expressed strong interest in bring health and wellness more prevalent in Sauder.
- F. Brief Overview: hopefully will have Santa Ono on the panel with guest speakers with people being aware that discussing mental and physical wellness isn't a bad thing. Good time for professionals to network with students during that period. After lunch looking to have more workshops, something more fun, yoga, meditation, etc.
- G. Johnny: Financials, under conservative budgeting, no cost to CUS. For Sauder, ticket prices will be \$20, non Sauder \$30, tickets for non Sauder
- H. Looking for additional funding through CUS and Dean's office
- I. Main revenue for ticket sales, convention size will be 100 (80 from Sauder, 20 non Sauder)
- J. Three budget tiers: basic Berry - very conservative costs , no cost to CUS, one workshop
- K. Simple Strawberry: Hoping CUS will fund \$1500, will continue looking for money
- L. Lemon Love: Hoping CUS will fund \$2500, hope to lower ticket price to \$10 for Sauder, \$20 for non-Sauder
- M. Don't want to cut into HeWe's budget so looking into getting a separate budget
- N. Questions:
- O. Victor: have you thought about putting it in term one, beneficial for first years, less crowded in terms of conferences?
- P. Jade: Thought about as it's less crowded but worried about preparation time as we are highlighting it for the first time and only have the summer to prep.
- Q. Jacob: Ticket sales, to get total revenue you have to get 20 non Sauder students. Is there a cap at 100 or is there more potentially?
- R. Johnny: No cap, just conservative
- S. Jacob: Any mix of Sauder or non Sauder students?
- T. Johnny: No, just gonna release ticket sales late
- U. Maggie: Have you considered working with HeWes in other faculties or what's the reason for keeping it within Sauder?
- V. Johnny: Have considered working with other HeWes but as the pilot event, thought it'd be best to leave it to Sauder HeWe for now
- W. Priscilla Choi: Conference attendance has been going down and more resources available so think about ticket pricing. Also curious about how guest speakers from conferences would work?
- X. Jade: was hoping to have a panel of professionals talking about how they manage their stress
- Y. Snigdha: This year, there's this image we have to improve, HeWe's convention is so UBC wise, suggest to open to non-Sauder at same time as Sauder students. More non-Sauder interest over Sauder interest.
- Z. Jade: We are funded by the CUS, our main focus is still Sauder students but definitely willing to work around the tickets and accommodate to non-Sauder students.
- AA. Ajit: Where will it be held
- BB. Johnny: Sauder building as it is a first time event.

Motion to add HeWe Convention discussion to the agenda:

Moved: Jacob | Seconded by: Victor

*In favour: all
Opposed: none*

Abstentions: none

... the motion passes

E. AMS Representatives' Report

- I. AMS council just turned over, no updates

F. Commerce Student Senator's Report

- I. Just recently turned over
- II. In the process of onboarding

G. Ombudsperson's Report

- I. In process of getting trained for equity
- II. Want all of us to go through QPR training with the UGO after exams

H. Executive Reports

I. President

- 1. Making sure transition happens smoothly
- 2. Three retreats
- 3. Lots of hiring
- 4. Meeting with UGO
- 5. Talking about conference budgeting and budgeting in general
 - a. Want to make budgeting as smooth as possible

II. Vice-President, Academic Affairs

- 1. Attending BCom Governance Committee Meetings
 - a. Talk about matters related to BCom program
- 2. Talked about how school's reviewing BCom's current learning outcomes and benchmarking it with what average performance
- 3. Student Conduct - if people book rooms, make sure they put everything back to how it originally was
- 4. Discussion brought up regarding grade inflation
- 5. Hiring has been smooth
- 6. Services are just being onboarded
- 7. JDC is fully up and running, currently going through academic hiring
 - a. Major update is we are trying to give them a credit card as JDC has a lot of expenses that happens through the summer
 - b. Working with AMS to get them a credit card
 - c. Level of liability we take on as the CUS when we give someone a credit card
 - i. Will draft up a memorandum for now and then work with AMS' lawyers to draft up a binding agreement contract

III. Vice-President, External Affairs

- 1. In last round of hiring for NSCC
 - a. Reopening CRM in September
 - b. Onboarding is ongoing right now
- 2. Begun looking into potential partnerships on a more holistic level, looking into resources requested by our services
 - a. Developing a frame of CR support for all services, should roll out beginning of May

IV. Vice-President, Finance

- 1. Most of focus has been on budget

- a. Looking at what reasonable deficit targets for services and CUS as a whole are
 - b. Modifying budget templates and hoping to have those done by the end of the month
 - c. Budgeting looking to start at the end of the month
2. Assigned analysts research projects on hotel costs as conferences are a big part

V. Vice-President, Internal Affairs

1. Helping service chairs with transition and IT transition
2. Currently arranging meeting with Sauder events team to discuss potential ideas to implement this upcoming year
3. Gathering club presidents information for club turnover
4. Sending club authorization forms
5. Been working on Sauder Unlimited conference

VI. Vice-President, Marketing and Communications

1. Just fully hired portfolio
2. Meeting up with DMC to look over existing brand and re-evaluating it to see if we want to change anything up
3. Sauder Unlimited as been released
 - a. 54 registered people

VII. Vice-President, Student Engagement

1. Helping chairs transition
 - a. Holding one on ones and talking about their visions
2. Talking with AVP about portfolio goals and vision
3. Talking with marketing regarding collaborating on future projects
4. Working on Sauder Unlimited

I. Committee Reports

- I.** Academic Committee
- II.** Budget Committee
- III.** Policy Committee
- IV.** Awards Committee
- V.** Clubs Review
- VI.** Building Users Committee
- VII.** Endowment Fund
- VIII.** Conference Affiliation
- IX.** SPF

J. Business Arising from the Service Council

I. Discontinuation of Services

A. Renewal of Hiatus Status for Top 40 Under 40 (T40U40)

1. Evan: last year's board put T40U40 on hiatus, we need to decide whether we want to continue the hiatus
2. Katherine: T40U40 isn't where our resources should be going given the situation of our budget. It's a matter of priorities, good conference but doesn't service as many students
3. Katherine: T40U40 is a networking breakfast where students get to network with T40U40 winners in Vancouver. Done it for the past few years. Only serves 80 students at the end of the day.
4. Evan: Discontinued last year due to overlap with other conferences.

Motion: Be it resolved that the Board of Directors approves the termination of T40U40.

Moved by: Jacob | Seconded by: Victor

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

B. Case Competition Club

1. Katherine: Would like to cut CCC and then move forward with the plan from the last board meeting. Last meeting it was decided that we should take away CCC given that we put a program in to fill in the gap. CCC doesn't fill what the program should be set out to fill.
2. Jacob: Is there a possibility of the new program not being put in place?
3. Katherine: We want to but we want to have more conversations before we move forward. We do need to fill the gap. There isn't much value of CCC due to other workshops by other services.

Motion: Be it resolved that that Board of Directors approves the termination of CCC.

Moved by: Jenna | Seconded by: Brandon

*In favour: all
Opposed: none
Abstentions: non*

... the motion passes

II. Hiring of an non-sauder student to a Service Chair position

- A. Veronica: Just hired two co-editors for Y&P but they aren't Sauder students. Had to follow through with that because Y&P timeline is very narrow and we needed applicants with strong technical skills that didn't need time to transition. Owen and Meghan who were already on the team as sub editors. Discussing as it violates policy since we have to hire Sauder students for service chair positions.
- B. Evan: Did break this policy but have been working the past few weeks
- C. Snigdha: Anyway we would've broken policy. Did an informal vote. Owen and Meghan are great at what they do, pushed hiring, and can justify reason for hiring them. Suspended policy for this hiring.
- D. Evan: Did an informal vote on Slack, then exec council approved it, now getting approved by Board to mitigate how much we break policy.

Motion: Be it resolved that the Board of Directors approves the suspension of Section Article 5.01 (A)(I)(c) for the hiring of Yearbook & Prospectus Co-Editors.

Moved by: Jacob | Seconded by: Suprabhe

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

K. Business Arising from the Executive Council

L. Business Arising from the Committees of the Board of Directors

M. Other Business

- I. Appointment of the Chairperson and Vice-Chairperson of the Board of Directors
 - A. Chairperson nominations: Priscilla Chan
 - B. Vice chairperson nominations: Brandon Jao

Anonymous vote determines that

Be it resolved that the Board of Directors appoint:

- ***Priscilla Chan (1 x Chairperson)***
- ***Brandon Jao (1 x Vice Chairperson)***

...as Chairperson and Vice Chairperson until the end of the current Board's term.

II. Appointment of all Standing Committees

- Academic Committee
 1. 2nd year nominations: Jon Kim, Brandon Jao
 2. 3rd and 4th year nominations: Jessica Jiang, Jacob Kim

Be it resolved that the Board of Directors appoint:

- ***Jon Kim, Brandon Jao (2 x Second Year Students)***
- ***Jessica Jiang, Jacob Kim (2 x Third and Fourth Year Students)***

...as members of the Academic Committee until the end of the current Board's term.

Academic Committee: Katherine (Chairperson), Priscilla Chan (Vice Chairperson), Evan Zhou, Jon Kim, Brandon Jao, Jessica Jiang, Jacob Kim

- Budget Development Committee
 1. Board of Director nominations: Suprabhe Ballary, Jenna Leung, Victor Yap
 2. Executive Council nominations: Veronica Vivero, Kelvin Tsai
 3. Members at Large nominations: Pamela Liu, Ryan Kamimura

Be it resolved that the Board of Directors appoint:

- ***Suprabhe Ballary, Jenna Leung, Victor Yap (3 x Board of Directors)***
- ***Veronica Vivero, Kelvin Tsai (2 x Executives)***
- ***Pamela Liu, Ryan Kamimura (2 x Members at Large)***

...as members of the Budget Development Committee until the end of the current Board's term.

Be it resolved that the Board of Directors appoint:

- ***Suprabhe Ballary (1 x Chairperson)***
- ***Ajit Joseph (1 x Vice Chairperson)***

...as Chairperson and Vice Chairperson of the Budget Development Committee until the end of the current Board's term.

Budget Development Committee: Suprabhe Ballary (Chairperson), Ajit Joseph (Vice Chairperson), Evan Zhou, Priscilla Chan, Veronica Vivero, Kelvin Tsai, Pamela Liu, Ryan Kamimura, Snigdha Bhardwaj

- Policy and Organizational Development Committee
 1. Board of Director nominations: Victor Yap, Brandon Jao, Jacob Kim, Suprabhe Ballary
 2. Executive Council nominations: Priscilla Choi, Maggie Yip
 3. Members at Large nominations: Chris Bolton, Sanjay Khemani

Be it resolved that the Board of Directors appoint:

- Victor Yap, Brandon Jao, Jacob Kim, Suprabhe Ballary (4 x Board of Directors)
- Priscilla Choi, Maggie Yip (2 x Executives)
- Chris Bolton, Sanjay Khemani (2 x Members at Large)

...as members of the Policy and Organizational Development Committee until the end of the current Board's term.

Be it resolved that the Board of Directors appoint:

- Priscilla Choi (1 x Chairperson)
- Suprabhe Ballary (1 x Vice Chairperson)

...as Chairperson and Vice Chairperson of the Policy and Organizational Development Committee until the end of the current Board's term.

Policy and Organizational Development Committee: Priscilla Choi (Chairperson), Suprabhe Ballary (Vice Chairperson), Evan Zhou, Snigdha Bhardwaj, Priscilla Chan, Victor Yap, Brandon Jao, Jacob Kim, Suprabhe Ballary, Maggie Yip, Chris Bolton, Sanjay Khemani

- Awards and Recognition Committee
 1. Board of Director nominations: Jenna Leung, Jessica Jiang, Jacob Kim, Victor Yap
 2. CUS members nominations: Brandon Jao
 3. Member at Large nominations: Ena Gan

Be it resolved that the Board of Directors appoint:

- Jacob Kim, Victor Yap, Jenna Leung (3 x Board of Directors)
- Brandon Jao (1 x CUS member)
- Ena Gan (1 x Member at Large)

...as members of the Awards Committee until the end of the current Board's term.

Be it resolved that the Board of Directors appoint:

- Victor Yap (1 x Vice Chairperson)

...as Vice Chairperson of the Awards Committee until the end of the current Board's term.

Awards and Recognition Committee: Suki Tan (Chairperson), Victor Yap (Vice Chairperson), Evan Zhou, Snigdha Bhardwaj, Priscilla Chan, Jacob Kim, Jenna Leung, Brandon Jao, Ena Gan

III. Appointment of all Extraordinary Committees

- Clubs Affiliation Review Committee
 1. Board of Directors or Executive Council nominations: Jessica Jiang, Ajit Joseph, Veronica Vivero, Jacqueline Wu, Maggie Yip
 2. Member at Large nominations: Lauren King

*Motion to suspend Section 3.13 B Subsection B(II)(e) in policy for Kelvin
Moved: Victor Yap | Seconded: Priscilla Chan*

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

Be it resolved that the Board of Directors appoint:

- Jessica Jiang, Veronica Vivero, Jacqueline Wu, Maggie Yip (4 x Board of Directors or Executives)
- Lauren King (1 x Member at Large)

...as members of the Clubs Review Committee until the end of the current Board's term.

Be it resolved that the Board of Directors appoint:

- **Lauren King (1 x Vice Chairperson)**

...as Vice Chairperson of the Clubs Review Committee until the end of the current Board's term.

Clubs Review Committee: Kelvin Tsai (Chairperson), Lauren King (Vice Chairperson), Evan Zhou, Priscilla Chan, Snigdha Bhardwaj, Jessica Jiang, Veronica Vivero, Jacqueline Wu, Maggie Yip

- Conference Affiliation Review Committee
 1. Board of Directors or Executive Council nominations: Maggie Yip, Katherine Pan, Jessica Jiang, Jenna Leung
 2. Member at Large nominations: Jon Kim

Be it resolved that the Board of Directors appoint:

- **Maggie Yip, Katherine Pan, Jessica Jiang, Jenna Leung (4 x Board of Directors or Executives)**
- **Jon Kim (1 x Member at Large)**

...as members of the Conference Affiliation Review Committee until the end of the current Board's term.

Be it resolved that the Board of Directors appoint:

- **Jenna Leung (1 x Chairperson)**
- **Jessica Jiang (1 x Vice Chairperson)**

...as Chairperson and Vice Chairperson of the Conference Affiliation Committee until the end of the current Board's term.

Conference Affiliation Committee: Jenna Leung (Chairperson), Jessica Jiang (Vice Chairperson), Evan Zhou, Priscilla Chan, Maggie Yip, Katherine Pan, Jon Kim

- Building Users Committee
 1. Board of Directors or Executive Council nominations: Jacqueline Wu

*Motion to leave a spot for a first year
Moved: Jacob | Seconded by: Brandon*

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

Be it resolved that the Board of Directors appoint:

- **Jacqueline Wu (2 x Board of Directors or Executives)**

...as members of the Building Users Committee until the end of the current Board's term.

Be it resolved that the Board of Directors appoint:

- **Kelvin Tsai (1 x Chairperson)**
- **Ajit Joseph (1 x Vice Chairperson)**

...as Chairperson and Vice Chairperson of the Building Users Committee until the end of the current Board's term.

Building Users Committee: Kelvin Tsai (Chairperson), Ajit Joseph (Vice Chairperson), Evan Zhou, Priscilla Chan, Jacqueline Wu

- CUS Endowment Fund Committee

1. Board of Directors nominations: Jacob Kim, Victor Yap, Jacqueline Wu

Motion to leave a spot for a first year

Moved: Victor | Seconded: Jacob

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

2. Executive Council nominations: Priscilla Choi, Katherine Pan
3. Members at Large nominations: Jagdeep Grewal, Pamela Liu

Be it resolved that the Board of Directors appoint:

- ***Jacob Kim, Victor Yap, Jacqueline Wu (4 x Board of Directors)***
- ***Priscilla Choi, Katherine Pan (2 x Executives)***
- ***Jagdeep Grewal, Pamela Liu (2 x Members at Large)***

...as members of the CUS Endowment Fund Committee until the end of the current Board's term.

Be it resolved that the Board of Directors appoint:

- ***Jacob Kim (1 x Chairperson)***
- ***Victor Yap (1 x Vice Chairperson)***

...as Vice Chairperson of the CUS Endowment Fund Committee until the end of the current Board's term.

CUS Endowment Fund Committee: Jacob Kim (Chairperson), Victor Yap (Vice Chairperson), Evan Zhou, Priscilla Chan, Jacqueline Wu, Priscilla Choi, Katherine Pan, Jagdeep Grewal, Pamela Liu

IV. Evaluation of Ad-Hoc Committees from CUS 2017/18

- SPF Exploration Committee
 - Katherine: Do we need a committee to do this? Very operational role doesn't necessarily need a committee to do this
 - Good chance to get operational with CUS - if anyone on the CUS wants to do it
 - Snigdha: it should be fine for one student on the board to take charge

Motion to dissolve the SPF Exploration Committee

Moved: Jacob Kim | Seconded: Brandon Jao

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

- IT Steering Committee
 - Victor: we want to make this committee more strategic, into a more strategic role and have a greater impact. For example, get a bunch of computer science/ IT students to work on a much bigger project. Operational: fixing room bookings and other kinds of forms. Strategic decisions like website redesign, automating reimbursements

Motion to suspend this committee to the next meeting

Moved: Jacob Kim | Seconded: Jenna Leung

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

N. Discussion

- Health and Wellness Convention
 - Victor: A good idea, there would a lot of support on it (including from the dean's office). Unfortunately, the ticket prices are fairly high - especially for non-sauder students
 - Jacob: I don't think we should make a final budget confirmation until we get more information
 - Snigdha: Why i think HeWe did the two line budget is to differentiate from current Sauder and non-Sauder students. They have to charge non-Sauder students more. For a mental health convention, that has speakers like Santa Ono, I don't see the point of charging two different prices. If they charge different prices, it might affect the Sauder image.
 - Evan: the reason why we charge different prices is because we pay for a lot of their conference amount
 - Katherine: ultimately, HeWe's goal is to dedicate to Sauder students. Of course, we want as many people as possible to have access to the resources - however, ticket prices are fairly high. Suggestion: \$5 for Sauder, \$10 for non-Sauder. HeWe should be a in a good place to get the AMS Sustainability Fund.
 - Priscilla Choi: what they're offering isn't very unique - it's nothing different from what we can access online. My advice is for them to change their strategy, change HeWe's focus from speakers to workshops so students can actually benefit from. That way there's a reasonable justification to bring up ticket prices.
 - Suggestion: Small lead-up workshops to build up until their full conference
 - Maggie: HeWe would then have a lot of events on their plate - could booth at Spark Chats and CPA Hall to promote their convention instead
 - Katherine: The FYC does a great job at collaborating with other faculties - so it would be interesting to see HeWe do it as well

O. Next Meeting

The next regularly scheduled meeting of the Board of Directors shall be: TBA.

P. Adjournment

Moved: Jacob Kim

Seconded: Jenna Leung

There being no further business, be it resolved that the meeting be adjourned at 6:17PM.

*In favour: all
Opposed: none
Abstentions: none*

... the motion passes

CUS Attendance

Name	Position	Present ("X")	Late (Time)	Proxy (Name)
Board of Directors				
Evan Zhou	President	X		
Priscilla Chan	Commerce Student Senator	X		
Jacqueline Wu	Alma Mater Society Representative			Pamela Liu
Jacob Kim	Fourth Year Representative	X		
Victor Yap	Fourth Year Representative		3:07	
Suprahe Ballary	Third Year Representative	X		
Jessica Jiang	Third Year Representative	X		
Brandon Jao	Second Year Representative	X		
Jenna Leung	Second Year Representative	X		
TBA	First Year Representative			
TBA	First Year Representative			
Snigdha Bhardwaj	Ombudsperson	X		
Executive Council				
Katherine Pan	Vice-President, Academic Affairs	X		—
Priscilla Choi	Vice-President, External Affairs	X		—
Ajit Joseph	Vice-President, Finance	X		—
Kelvin Tsai	Vice-President, Internal Affairs	X		—
Maggie Yip	Vice-President, Student Engagement	X		—
Veronica Vivero	Vice-President, Marketing and Communications	X		—
Other				
Pamela Liu	Administrative Director	X		—

Guests (optional)

Name	Affiliation	Present ("X")	Late ("X")	Notes
Invited				
Jade Tsui & Johnny Tam	Sauder Health & Wellness	X		
Other				