



Commerce Undergraduate Society of the University of British Columbia, Vancouver

Board of Directors Meeting | 6:30 PM, Friday, May 25th 2018 | Henry Angus Building, Room 339

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 6:48pm.

- I. Attendance and Confirmation of Quorum
- II. Amendments to and Approval of the Agenda

Moved: Jessica Jiang

Seconded: Suprabhe

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

- 1. Try to be on time for the next meeting

D. Presentations to the Board of Directors

E. AMS Representatives’ Report

- 1. Evan: I’ll give the report since Jacqueline couldn’t make the last meeting. We did committee appointments. At the next meeting, we’ll have lots of vacancies for members at large. I encourage all of you to seek out positions as a member at large on those committees.

F. Commerce Student Senator’s Report

- 1. Had our last UBC Senate meeting last week, we have delegated the Senate committees.

G. Ombudsperson's Report

1. Not too many reports, finally got access to omblogs.

H. Executive Reports**I. President**

1. For the past month, have been working with all VPs to work on strategic planning. All VPs will be working to refine their plans for the whole year.
2. Had all presidents meeting.
3. Helping with budgeting and all the different committees.
4. Sat on UBC orientations steering committee meeting to help shape the direction of orientations
 - a. They're looking at the pep rally at Imagine Day and how to prevent what happened last year

II. Vice-President, Academic Affairs

1. CMP in middle of hiring
 - a. Looking into how to reduce conflict of interest in regards to hiring tutors and execs
2. JDC - trying to get them a credit card
3. ExCo & Class Liaison are good to go, just in the middle of planning.
4. Services are also working on budgeting
5. Been working on strategic plan
6. Special projects -> internal audit committee
7. First VP Academic Caucus meeting is Sunday
8. AVP taking on CCC revamp -> looking to pilot a new case comp development program

III. Vice-President, External Affairs

1. A lot of internal preparation
2. Sponsorship package should be done in early June
3. Will be polling all services to discuss what they are looking for in terms of sponsorship
4. Starting to create sponsorship database and blacklist
5. Please let services know to not partner with BYC
6. Beginning talks with other undergraduate societies in regards to events

IV. Vice-President, Finance

1. Primarily involved in budgeting and strategic planning
2. Had meeting with new finance administrator from the AMS, we have a limit of \$10,000
 - a. \$10,000 isn't enough for our operations
 - b. Have also run into issues with JDC's credit card

V. Vice-President, Internal Affairs

1. Working on clubs review process
 - a. Will be sending it out sometime next week
2. Had one on ones with all services
 - a. IT is still looking to hire an associate
3. Summer locker rentals have started

VI. Vice-President, Marketing and Communications

1. Lots of strategic planning and doing needs assessment of all our channels
 - a. Next few weeks will be trying to update information
 - b. Will also be sending out email to services
2. Creating a brand guide for all our services
3. Prospectus deadline is coming up and hoping to have that out during bizweek

VII. Vice-President, Student Engagement

1. Focusing on services to support them and ensure they know what they want their term to look like and how they can best be supported
2. Been having meetings with marketing to figure out how our portfolios can collab throughout the year
3. Mainly strategic planning
4. Meetings with AVP to discuss projects we want throughout the year

I. Committee Reports**I. Academic Committee****II. Budget Committee**

1. Suprabhe: Are in process of appeals, all services will be presenting budget to budget committee, will only take into consideration second round of appeals if valid. Me Inc won't be at a hotel, NSCC may see a budget cut, same with Sustainability.
2. Evan: For past few years, it has been CUS policy that we don't fund speaker fees however budget committee debated this and we feel that speakers do add value to conferences so we overturned that policy.

III. Policy Committee**IV. Awards Committee****V. Clubs Review**

1. Clubs review process document is almost done and will be sent to club presidents. They'll get two weeks to prepare and actual presentation dates will be finalized in June.

VI. Building Users Committee**VII. Endowment Fund****VIII. Conference Affiliation**

1. In the process to finalizing conference affiliation guidelines from last year. This will probably be finalized within the next week.

J. Business Arising from the Service Council**K. Business Arising from the Executive Council****L. Business Arising from the Committees of the Board of Directors****M. Other Business****N. Discussion****I. Commerce Week**

1. Priscilla Chan: We currently have Bizweek at the first of September
2. Kelvin: I've had a conversation with my Bizweek co-chairs. The team is fine with hosting a day but not a week. They can't do a week since it's too intense and team didn't come in with the expectation to do another week.
3. Evan: Commerce week was introduced in Vanessa's year and hasn't run since then since the team hasn't

- wanted to do it. It's up to you guys to decide whether there's value in doing a Commerce week. It won't be boothing, it'll be more like fun events.
4. Veronica: Maggie and I were talking about hosting a CUS welcomes you back and I'm just wondering how those events will fit together.
 5. Kelvin: What the chairs want to see is to bring a welcome back for the students and hype up the school spirit.
 6. Evan: You could have it so that it's one portion of the day. Commerce day could target school spirit.
 7. Priscilla Choi: We might want to consider doing a weeklong social media scavenger hunt if we don't do a Commerce week and tie it into commerce day. It would boost social media engagement.
 8. Veronica: If we're gonna have that other event with marketing engagement, we see value in making it a bigger event.
 9. Victor: I like the idea of something happening in second term as there's a lack of motivation to get involved in anything.
 10. Snigdha: A commerce day does sound nice. During the day clubs get to booth and display their events and CUS also gets engagement.
 11. Kelvin: Would this mostly be organized through CUS or Bizweek.
 12. Evan: Should be mostly Bizweek taking the lead with support from CUS.

Motion to have a Commerce week or Commerce Day

Moved: Suprabhe/Seconded: Jenna

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

... the motion carries

II. Internal Audit Presentation

1. Katherine: Giving a slight overview of what's going down. This year the CUS is going to be doing an audit of all of our offerings in order to better serve our students. The scope of that includes our services and anything we have a large financial commitment to. We'll be doing a series of consultations this year in order to ensure that we deliver value and we'll be looking at what students will find value in most. We'll be doing it through the form of a committee, it'll be an extraordinary committee. A lot of that is to compile data and design surveys to be designed and implemented. At the end of the year, we're looking for a set of actionables to be given to the 2019/2020 BoD's. In June, the committee will be formed. The time commitment will be larger than that of other committees. The committee will be formed in June and right after will be a development period. I will be having conversations with the UGO and they will be helping us deliver the community pulse survey. Once we develop the survey, we will be doing a series of consultations with relevant service chairs and stakeholders to collect data which we'll be making decisions off of and consolidating it in term 2.
2. Jacob: So the purpose is to help next year's BoD right?
3. Katherine: Evan and I talked about maybe making it a 3-5 year plan for how it'll roll out as some things can't be a one year plan. There's some policy issues however. This year will be the year where we get all our data points.
4. Snigdha: How many people from the Board are you expecting.
5. Katherine: Membership will be 8 members, 2 from execs, 2 from Board, 2 MALs. ombuds, president
6. Priscilla Choi: The method you're using to see if services provide enough value and a lot of that is through marketing so I'm wondering how much involvement you're looking for from exec council.
7. Katherine: We're hoping to look internally and also sample services but yes there's are quite a few channels we're hoping to push the surveys through.
8. Priscilla Choi: Where are the prizes coming from?
9. Katherine: It's a conversation that needs to be had.

10. Brandon: How will the task division work?
11. Katherine: The time commitment is quite high, expect to meet bi-weekly over the summer.
12. Priscilla Choi: For the board members that are on this committee, are you splitting it by the services each person will take on? What are the lines of division for projects?
13. Katherine: Maggie, myself and the UGO will be working on the survey, from the interview side, we haven't determined who will be taking on that part of the task. The bulk of the work will be doing interviews with people, collecting feedback and participating in discussions.
14. Snigdha: The committee members will be doing it with service chairs so if that committee gets formed, will one or two people get assigned to a particular service for the who year?
15. Katherine: I think it's too early to talk about this. For today, I'd focus on the intent of the committee and is it something you'd be interested in.
16. Evan: We need to promote members at large positions. I think until we have other policy in place, we should follow the hiring policy.
17. Priscilla Choi: This is a lot of data of which services are of value. Is this information going to be made available to our services?
18. Katherine: I think we should discuss this further. It'll be available in some form but we'll decide what form down the line.
19. Brandon: What do you think the biggest potential issue is from this committee?
20. Katherine: I think there's a lot of people involved and decisions to be made and a lot of the advice we'll be providing, people may not be happy with it.
21. Jacob: Do you think there's a potential to combine the responsibilities of this committee with the budget committee for the follow year?
22. Evan: I think it should still be two different committees as it's a lot of work.
23. Priscilla Choi: We've had years where executives of a service didn't perform well but that may not undermine the value of the service. I think you should keep in mind that the service not providing value in one year may not be enough to cut the service.
24. Katherine: We'll look into multiple factors before making a decision such as looking at the mission value of the service.
25. Katherine: I'm also hoping to be as transparent as possible with this committee. If anyone asks about the internal audit, we're not trying to cut anything, we might just revamp what a service is doing. We'll be passing recommendations to next years Board for them to vote on whether or not to implement it.
26. Evan: It doesn't make sense to make a posting for MALs if we don't approve the committee at this meeting since we're looking to do appointments next meeting.
27. Priscilla Choi: We might be able to promote *interest* about the fact that there's this committee being formed, in regards to promoting MAL positions prior to the June board meeting, where the committee would be approved and positions would be appointed.

III. HeWe Convention

1. Maggie: During the April board meeting, Johnny and Jade proposed a HeWe convention and they made revisions based on feedback. Both executive council and budget committee have approved for the event to take place. For all CUS involvement opportunities, we are required to open hiring to all who may apply however there's no code for those who create their own committee. We're violating policy as Johnny and Jade are filling out the HeWe convention roles. Today we're discussing whether Board wants to suspend policy in order to appoint Johnny and Jade into the positions or to follow code and open hiring.
2. Snigdha: It doesn't make sense if we open hiring and hire people as the idea was theirs however we are in violation of policy.
3. Maggie: What we discussed at the exec meeting was approving Johnny and Jade to fill these roles and then advising policy committee to create a code for such situations. The executive team would be helping with the convention but Johnny and Jade would be spearheading it. Jade has been working on JD's for the convention but there's not enough tasks for new roles to be opened for it to be fulfilling. They'll just be looking into getting the HeWe team to help.
4. Snigdha: I think we can suspend code for now as they put so much effort in it.
5. Priscilla Choi: I think my concern is that even if we were to follow code and open hiring, it wouldn't be

quite fair as the co-chairs would be quite intent to hire Johnny and Jade.

Motion to suspend Article 7 Section 7.01 (A) and (B) in order to appoint Jade and Johnny as the HeWe Convention Co-Directors contingent on the approval of the HR Director, VPSE and HeWe Co-Chairs.

Moved: Evan/Seconded: Brandon

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

... the motion carries

Evan: This gap in policy is a gap we should fill as this situation has arisen before.

Motion to mandate the Policy and Organizational Committee to investigate if we can do anything to fill this policy gap.

Moved: Evan/Seconded: Jacob

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

... the motion carries

Motion for a 10 minute break.

Moved: Evan/Seconded: Suprabhe

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

... the motion carries

Motion to call this meeting back to order.

Moved: Priscilla/Seconded: Jacob

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

... the motion carries

IV. AMS Club Executive on Clubs Review and Conference Affiliation Committee

1. Evan: This topic is being brought up as Jessica is on HRMC and clubs and conference committee. According to policy, no member on these committees can be on an AMS club or an AMS club planning to apply for conference affiliation. Is there enough justification to suspend policy.
2. Jessica: The biggest question is why I'm so interested in these two committees. They were my first two choices and talking with people when I was running for third year rep, clubs wanted more support. I'm just really interested in the two.
3. Snigdha: If we suspend the policy, can you assure to the Board to ensure you won't be bias?
4. Jessica: I will do the best I can to avoid any conflicts.
5. Priscilla Choi: We try really hard not to suspend policy as it's there for a reason. And to suspend it being

- 'as long as you don't have bias in your decision making' is not a good enough reason to suspend as we could use that with everybody. On principle, there's no good reason to suspend this policy.
6. Katherine: What's Kelvin's situation right now?
 7. Evan: We suspended policy for Kelvin as without Kelvin being on the committee as VP internal, we felt like there would be an *operational* detriment to the committee.
 8. Snigdha: Are there any other committees you'd like to be on?
 9. Jessica: We talked about vice chair of PoCo.
 10. Priscilla Choi: One of the solutions we were discussing is if Suprabhe steps down as vice-chair of PoCo and takes over the position for Jessica in one of the conflicting committees and have Jessica step in for Suprabhe as vice-chair for PoCo, where there would be no potential for conflict of interest. Both Suprabhe and Jessica have agreed to this potential transfer.

Motion to suspend Section 3.12, Article B (ii) (e) and Article C (ii) (e) to allow Jessica to remain on Clubs Review and Conference Affiliation committees, contingent on her abstention on issues pertaining to HRMC.

Moved: Jacob | Seconded: Suprabhe

In favor: Jacob, Brandon, Suprabhe

Opposed: Evan, Jenna, Jacqueline, Priscilla Chan

Abstentions: Jessica, Victor

...the motion fails

Jessica formally steps down from both Clubs Review and Conference Affiliation Committee due to her conflict of interest. Suprabhe formally steps down from Vice-Chair of PoCo.

Motion to amend the agenda and add to the discussion items to fill the three vacancies on clubs review, conference affiliation and policy committee.

Moved: Evan | Seconded: Jacob

In favour: all

Opposed: none

Abstentions: none

... the motion carries

V. Committee Appointments

1. Policy Committee
 - a. Board of Directors nominations: Jessica Jiang, Brandon Jao

Motion to appoint Jessica as vice-chair for policy committee.

Moved: Priscilla | Seconded: Evan

In favour: all

Opposed: none

Abstentions: none

... the motion carries

Be it resolved that the Board of Directors appoints:

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

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

2. Conference Affiliation Committee
 - a. Board of Directors or Executive Council nominations: Suprabhe Ballary, Kelvin Tsai

Motion to appoint Suprabhe as a member for conference affiliation committee.

Moved: Priscilla | Seconded: Brandon

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

... the motion carries

Be it resolved that the Board of Directors appoint:

- **Suprabhe Ballary**

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

- a. Vice Chair nominations: Katherine Pan

Motion to appoint Katherine as vice-chair for conference affiliation committee

Moved: Priscilla | Seconded: Jacob

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

... the motion carries

Be it resolved that the Board of Directors appoint:

- **Katherine Pan (1 x Vice Chairperson)**

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

- 3. Clubs Review Committee

- a. Board of Directors or Executive Council nominations: Suprabhe Ballary

Motion to appoint Suprabhe as a member of Clubs Review Committee

Moved: Priscilla | Seconded: Brandon

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

... the motion carries

Be it resolved that the Board of Directors appoint:

- **Suprabhe Ballary**

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

O. Next Meeting

The next regularly scheduled meeting of the Board of Directors shall be: sometime in June.

P. Adjournment

Moved: Priscilla

Seconded: Jacob

There being no further business, be it resolved that the meeting be adjourned at 8:52pm.

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

... the motion carries.

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	X		
Jacob Kim	Fourth Year Representative		6:52pm	
Victor Yap	Fourth Year Representative		6:53pm	
Jessica Jiang	Third Year Representative	X		
Suprabhe Ballary	Third Year Representative	X		
Jenna Leung	Second Year Representative	X		
Brandon Jao	Second Year Representative	X		
	First Year Representative			
	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				
Other				
Sanjay Khemani		X		