



Executive Council Meeting

Scheduled Time: 5:00 PM, November 20, 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, Pamela Liu, at pamela.liu@cus.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
Evan Zhou	President (Chairperson)	X		
Katherine Pan	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Priscilla Choi	Vice-President, External Affairs	X		
Ajit Joseph	Vice-President, Finance	X		
Kelvin Tsai	Vice-President, Internal Affairs	X		
Veronica Vivero	Vice-President, Marketing and Communications	X		
Maggie Yip	Vice-President, Student Engagement	X		
Snigdha Bhardwaj	Ombudsperson	X		
Pamela Liu	Administrative Director/ Recording Secretary	X		

Guests: Jenna Leung, Priscilla Chan

A. Call to Order

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

B. Amendments to and Adoption of the Agenda

Moved: Katherine | Seconded: Priscilla

Be it resolved that the agenda be adopted as presented.

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

C. Presentations to the Executive Council

1. Presentation from the UGO (5:15-5:45)

- A. I wanted to come in to talk about what we do and what it means to work with student engagement development. Also wanted to talk about enhancing the student engagement for BComs. Want to hear more of the student piece.
- B. UGO enhances the student experience by providing orientation and transition programming, supporting student success and improving support to student leaders
 - a. Big part of what we do it cultivate awareness in regards to support services available from the university
 - b. Big part of role is also supporting students in student leaders such as Senior Orientation Leaders, Spark Executives, BCom Orientations coordinator and various other leaders
- C. How we'd like to partner with CUS
 - a. Removing barriers and problem solving
 - i. From room bookings, budget and resources, to understanding institutional policies or asking for referrals to alumni and external partners
 - b. Initiating a new idea
 - i. Can commence developing new ideas by collaborating on ideation, proposal development, providing institutional knowledge and precedent or even be a sponsor/co-hot for an event
 - c. Leadership support and coaching
 - i. Supports the development of skills through individual leadership coaching
 - ii. Provide personal and professional development support for teams
 - iii. Facilitate training on strategy planning, team development, conflict resolution, human centered design, relationship building with clients, meeting facilitation
- D. Personal mission written by Lauren, Lisa and Nicole: Foster personal growth, leadership development and community building for all UBC Sauder BCom students

Motion to move in camera due to positive confidential information regarding student insights.

Moved: Priscilla | Seconded: Katherine

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

Motion to stay in camera.

Moved: Priscilla | Katherine

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

2. Presentation from IT Director (5:45-5:55)

A. Issue with emails systems

- a. Due to recent incidents, it's been reported to GSuite, Google is tightening up their security on our server as a safety protocol, Josh and I are loosening up security features, all emails coming up from external emails, it'll show a warning
- b. We're not the only ones getting targeted, an engineering club at UBC also got targeted

B. Security

- a. Last year's IT Director will come and take a look at our system, this will include some things that I may not have the skills to detect
- b. The three of us are going to form a little investigative group and do a few experiments

C. BUCS Night Committee

- a. Jon Kim & I are talking about what's going on in regards to the BUCS committee, we're figuring out the financial or leadership aspect of how CUS IT fits in with BUCS committee
- b. Evan: Jon talked to me about the idea of a BUCS service, there's no confirmation it'll happen at all, it needs to go through Board of Directors

D. Personal Updates

E. Professional Updates

I. President

1. Meeting with various service chairs to get to know them
2. Various one on ones
3. Attended Chasing Sustainability
4. Dropped by HeWe Convention
5. At a breakfast with Santa Ono

II. Vice-President, Academic Affairs

1. Community Pulse is out
2. Called Jon to sort out more details for CCC revamp

III. Vice-President, Finance

1. Trying to link all budgets together to improve tracking
2. Had meeting today with UBCFA

IV. Vice-President, Internal Affairs

1. Chasing Sustainability Conference
2. Starting Performance Evaluations
3. Contacting Sauder Facilities Team

V. Vice-President, Marketing and Communications

1. Got room booking confirmed for movie event

2. Having meeting with DMC's to go over Winter Wonderland stuff
 - a. Hoping to release event pages Wednesday
 3. Starting Performance Evaluations
- VI. Vice-President, External Affairs
1. Student Involvement Leadership Breakfast with Santa Ono
 2. Representatives wise, applications are now open
 - a. Help promote
 - b. Middle of making assessment materials
 3. One on ones with services
 - a. EMP going fine
 - b. Me Inc is on track, back at a hotel this year because when they did their calculations. It's cheaper at a hotel where they have to get outside catering and have to pay for service
 - c. Imprint is in the process of finalizing speakers
 - d. NSCC is this Wednesday - Friday
 4. CR Package is almost done
 5. Accountability training for CRM's happening soon

Motion to add lanyards and CUS Hoodies as a discussion item.

Motion: Ajit | Seconded: Priscilla

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

- VII. Vice-President, Student Engagement
1. Had meeting with POITS & UGO to sort out term 2 beer garden dates
 2. Had Events Coordinator meeting to start discussing Sauder Impact
 3. HeWe convention went well, lots of students wanted it to be longer
 4. Sauder Sports had rock climbing event on Sunday
 5. Community Pulse Survey Boothing
 - a. Survey response count at 149 as of Sunday afternoon
 6. 6 performance evals done so far, finishing rest this week
- VIII. Administrative Director
- IX. Ombudsperson
1. Internal Audit interview tomorrow with HeWe Co-Chairs

F. Executive Business and Discussion

1. UGO Presentation
2. SVPro & Equity Rep Interview Process
 - a. Evan: According to policy, the only people who can be in interviews is CUS relevant people. If we want to invite more people, we need exec council approval. Priscilla would like to request exec council allow external people.

Motion to allow an SVPRO and/or an SASC representative and an Equity and Inclusion Representative to sit in on the relevant interviews (respectively, Sexual Violence Prevention Student Coordinator, and the LGBTQ2+ Student

Representative) from this point on.

Moved: Priscilla | Seconded: Maggie

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

3. Sauder Summit Funding

- a. Evan: Their SPF application got lost. Lisa and I have been talking about Sauder Summit.
- b. Katherine: I'm curious to know how their food costs are so low for 7 days of lunch and dinner.
- c. Evan: We will request Sauder Summit to present to Board of Directors on December 5th.

4. Lanyards

- a. Priscilla: Services have asked if they could keep lanyards and reuse it and we've said no because we don't trust them to keep them safe. EMP wants to keep the lanyards and just reuse it, the reason I'm leaning towards yes is because they have a set roster of people who actually attend their event and the way they set up their service, they must take attendance before their events. I wanted to check with exec council to see if it was fair for them to keep it.
- b. Kelvin: Will they keep them until the end of the year and return it?
- c. Priscilla: Yes, they'll return them at the end of the year.
- d. Maggie: If other services or conferences find out, it has to be communicated clearly as to why EMP gets to keep them.

Motion to allow EMP to keep a set number of lanyards throughout the year and return them at the end of the year for the reasons mentioned above.

Moved: Priscilla | Seconded: Maggie

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

5. CUS Hoodies Budget Increase

- a. Pamela: Due to increases in costs as well as additional units, can we please increase the budget for CUS Service Council hoodies

Motion to increase the budget for service council hoodies for \$343.56.

Moved: Priscilla | Seconded: Ajit

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

G. Approval of Minutes

Moved: Ajit | Seconded: Veronica

That the minutes from the November 13th, 2018 Executive Council meeting be approved for public distribution.

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

...the motion carries.

H. Next Meeting

November 27th, 2018

I. Adjournment

Moved: Ajit | Seconded: Kelvin

There being no further business, be it resolved that the meeting be adjourned at 6:53pm.

In favour: all

Opposed: none

Abstentions: none

...the motion carries.