



commerce  
undergraduate  
society

## Executive Council Meeting

**Scheduled Time: 12:30 PM - July 20th, 2019 | Location: CUS Boardroom**

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, Cassandra Tran, at [kassandra.tran@cus.ca](mailto:kassandra.tran@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
Priscilla Chan	President (Chairperson)	X		
Suprabhe Ballary	Vice-President, Academic Affairs (Vice-Chairperson)			
Harleen Sohi	Vice-President, External Affairs		X (12:59)	
Jenna Leung	Vice-President, Finance	X		
Joshua Lee	Vice-President, Internal Affairs			
Annie Chen	Vice-President, Marketing and Communications		X (12:41)	
Jonathan Kim	Vice-President, Student Engagement			X
Chantal Despres	Ombudsperson			
Kassandra Tran	Administrative Director			

Guests:

### A. Call to Order

*The meeting was called to order at 12:33PM.*

### B. Amendments to and Adoption of the Agenda

*Moved: Jenna | Seconded: Kristian*

*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. Riipen - Priscilla Lam

Sauder is a partner of Riipen

Online experiential learning platform that helps students find jobs

Professors who teach courses and companies doing projects who are interested in student insights

All professors who use Riipen have a platform on Riipen, they will post their course and learning outcomes

Click an orange button to declare interest interest in project and create project. Then students will work with the company stated as part of their course curriculum

Partnered up with Biztech before where students submit a mini project to showcase skills rather than traditional resume and CL (happened for a couple years)

Partnered up with RBC with University of Windsor, guaranteeing them interview with RBC careers

Q: Why did you stop partnering up with student clubs?

A: turnover, longevity. They now do have the capacity to work with student clubs again.

Q: Have you reached out to the dean to connect with professors?

A: Riipen has a department-wide license. Some schools would be partnering up with individual professors.

Q: Which schools are you partnered with?

A: UBC Arts, SFU, Capilano, mainly Ontario schools

Q: What plans do you have in partnering up with CUS?

A: RBC already had a case in mind. They just wanted student co-hosts. If there is a particular case in mind that you would like to work with, then you would let Riipen know and they would look at their portfolios of company partners and see how they can recruit students. Particular month and case in mind.

Q: CUS services - some are very case focused, so its important to ensure no overlap. How would you like to approach this, we could connect you with external teams?

Q1: VPs govern the overlap prevention. Clubs host case comps throughout the year.

A: Is there a particular student-led case comp that you could connect us with?

A: There are external clubs that we are not affiliated with. We are more focused on our few services - Imprint, JDC, NSCC. they are all very niche.

Riipen: Professors also express the same concern. Could you introduce me to student clubs?

Annie: What type of cases do you look for?

Riipen: a lot of SMEs, larger enterprises could work with CUS most likely

Annie: We could introduce you to our services. Would Riipen be acting as a middleman in this situation, or would you be a facilitator?

Riipen: We have done both in the past.

Jenna: We could connect you with some clubs: UBCAC, HRMC, UBCMA. Jenna will hand off emails

Priscilla: How do you partner? Is there a contract?

Riipen: All clubs are in planning stage this summer. Not too far into role yet.

Jenna: Do you know if clubs sponsor you upon partnership?

Riipen: We paid for facility, not sure beyond that.

**D. Personal Updates****E. Professional Updates****I. President**

- Met with associate director of first year experience to discuss involvement in Jump Start
- AMS meeting
- Finished all one on ones
- Met with Colleen from BCC → student interns and JD
- Last minute with Lisa
- Met with Lucia
- Looking over strategic plans

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

- Releasing hiring for JDCW crash course
- Annie will be working on name and branding with her
- Delegated roles to AVPA to facilitate CUS internal
- Streamlined dates and resources with CMP chairs

**III. Vice-President, Finance**

- Q1 report finished and will be approved this meeting
- CMD to decorate and work on presentation
- Met with Lucia about general finance matters
- Met with Lauren and BCC about COOP
- Starting 1 on 1s
- Starting Audit
- New finance presentation/ format for other quarterly reports

**IV. Vice-President, Internal Affairs**

- Clubs review is done, appeals taking place right now
- Imprint wants access to storage locker
- Hiring CUS Sust in oct

**V. Vice-President, Marketing and Communications**

- Talking to Yearbook and Prospectus about Prospectus updates
- Meeting with CMDs
- Website renovation → friend may do UX design on website, pending IT consultation
  - Lisa suggested to speak to Sauder
- Headshots need to be finished
- Order supplies for BizWeek and posters
- Kenny will be helping Lily edit the CUS video series
- First Year Survival Guide → Kristian and Lily have a document going on in construction of the guide

**VI. Vice-President, External Affairs**

- CPABC Pitch Day (July 10)
- Website for business partnerships

- Sponsor page being put up
- Corporate relations hiring

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

- Met with AVPSEs
- Onboarding and vision guide used for one on ones
- Will go through all accountability reports and meet with service chairs
- POITS is in interview process, solidify by wednesday the 24th
- Grad Night is hoping to hire 2-3 higher level executives (Bizzweek promotions)
- CUS Video Campaign
  - CUS VM camera price is beyond budget
  - Annie can try to buy it at Staples for a deal through head manager
- CUStart → bizzweek and HR
  - CUS main event to help ppl learn to start their engagement at Sauder
- Event planning
- CUS-wide beach day → self-payment
- Sauder gives back - volunteering around the community

#### VIII. Administrative Director

- Updating and communicating with service chairs about CUS event calendar

#### IX. Ombudsperson

- None

### F. Executive Business and Discussion

1. Thrive Week
  - Kristian: Student Engagement initiative. Want to bring back CUSmile. Need to choose a date for it, want to involve a Halloween event in Thrive Week. November 3rd to 8th - less event competition and November is bland without many events.
2. Winter Wonderland
  - Kristian: similar to Thrive Week, thinking of having on the last week of classes
  - Harleen: Line me up as an elf for Santa. Let's also consider a Christmas Banquet.
3. Themed Weeks in Second Semester
  - Kristian: no themed events in second semester. Want to unite the different events that are taking place around that time. We also have a document for brainstorming that.
4. CUS Calendar
  - Kristian: I spoke with Cassandra earlier this week to talk about it. It would be great if there was a document in place if all student leaders could know what events are running this week.
  - Priscilla: Maybe not this weekend?
  - Kristian: next. Also, Pamela suggest using the same template that was used last year, have a template for everyone to fill out. Couple recommendations from last year's team: send out the template a little earlier this year
5. Student Survey
  - Kristian: Audit committee can work with that data. Waiting on findings and stakeholders from last year.
  - Priscilla: No, we are still waiting on KP. Same timeline?
  - Kristian: Towards the latter end of first semester
  - Harleen: perhaps do it after Thrive Week and before Winter Wonderland
  - Kristian: that is everything.

## 6. Apparel

- Harleen: I shared it with the people in the apparel committee. I went to Coastal Reign again, and found some designs. We have the Coal Harbour type, but it is costly.
- Jenna: We spent over \$3K.
- Harleen: Let's keep it consistent this year, maybe letter of first name dot last name. We are saving roughly \$10 if we don't have the sleeve. I don't want to impose this hierarchy. The only difference in the hoodies is just Champion vs. no champion. We went to someone from Burnaby for hoodies, he gave us a deal where we could order 2 rounds. He was able to do 200, with no mistakes on the hoodies.
- Priscilla: in the past, there was a document that we sent out asking people for size for their apparel.
- Harleen: We could just say update this doc by this day. Hopefully they will be here by September.
- Annie: for me, it doesn't really make a difference which hoodies we order. As an exec, I don't think hierarchy is the intention, just that we are a very close knit team. We should pitch in our own.
- Harleen: What do we do if someone can't afford it? That's my concern.
- Annie: I would be willing to subsidize. We should ask to see if people are willing to pay for it.
- Priscilla: what was the cheapest that looks nice? What about the grey ones?
- Annie: I see it as something that I would invest in and look back.
- Harleen: letting board choose defeats the whole purpose.
- Priscilla: Let's come back to that.

*Motion to go for 5 minute recess*

## 7. Event Safety - Executives, check Slack.

- Harleen: SVPro should play a role in this. The conference could help with insight. Will hire at the end of BizWeek

## 8. Coffee Chats/Mentorship

- Kristian: underway at the moment, we were looking to expand the audience. Extending invitation to upper year students. Jenny Zhao said that there were not enough resources to help with transition to Sauder (Incoming student - first years and transfers). We found that there was also demand for students to know more about Sauder.
- Harleen: Maybe you could reach out to CAP and see if they want to do outreach for incoming students.

## 9. NIBC

*Motion to go in camera*

*Moved: Harleen | Seconded: Annie*

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

*Motion to stay in camera*

*Moved: Priscilla | Seconded: Annie*

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

...the motion fails

10. CUS xBCC
  - Met with Colleen about the residence consultant project
  - Will research about CUS x BCC, that is their role
11. CUS x UGO
  - Kristian: Jon wants to know if there is anything that affects us based on her resignation?
  - Priscilla: Lauren will take over her role until they hire someone in september
12. Q1 Report Approval
  - Harleen: I want to release a video with every report. It can be funny.
  - Annie: surveys are usually filled with people who have big misconceptions about the CUS.
  - Harleen: I want to talk about dissatisfactions.
  - Annie: My CMD team is making posters to break down in visuals what CUS is
13. Riipen presentation deliberation

**G. Approval of Minutes**

*Moved: Jenna | Seconded: Kristian*

*That the minutes from the xx Executive Council meeting be approved for public distribution.*

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

**H. Next Meeting**

**I. Adjournment**

*Moved: Harleen | Seconded: Annie*

*There being no further business, be it resolved that the meeting be adjourned at 3:56PM.*

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