



## Executive Council Meeting

**Scheduled Time: 7:00 PM - Sept 30th, 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)	X		
Harleen Sohi	Vice-President, External Affairs	X		
Jenna Leung	Vice-President, Finance	X		
Joshua Lee	Vice-President, Internal Affairs	X		
Annie Chen	Vice-President, Marketing and Communications	X		
Jonathan Kim	Vice-President, Student Engagement		X (7:33pm)	
Chantal Despres	Ombudsperson			
Kassandra Tran	Administrative Director	X		

Guests:

### A. Call to Order

*The meeting was called to order at 7:22pm.*

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

*Moved: Josh | Seconded: Harleen*

*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**

**D. Personal Updates**

**E. Professional Updates**

I. President

- BCom Review; almost finished
- President Council meeting on Thursday
- Part of Orientation Steering Committee
- Meeting with AMS tomorrow with Chris and Jenna
- All Candidates Meeting tomorrow
- One-on-one's still happening
- HR Commission is all hired

II. Vice-President, Academic Affairs

- Junior Dev interviews this week; will be finalized this week
- CMP hired all tutors and had a social already
- JDC and ExCo going well

III. Vice-President, Finance

- Commission meeting today
- Analysts thinking of project; will be discussed later
- Onboarding Anthony on Finances

IV. Vice-President, Internal Affairs

- One-on-one's with service chairs this week
- Spoke with Real Estate Club today
- Storage room is put on hold
- Sustainability Director is hired

V. Vice-President, Marketing and Communications

- New CMD is hired
- Y&P Editor should be hired on Wednesday
- Various issues with CUSunday; tried working with IT
- One-on-one's with service chairs
- Working with Helena from CAP
- AVP's working on a portfolio social

VI. Vice-President, External Affairs

- Two new CR's hired
- Spoke with Garrison last week; pulled them towards doing sponsorships
- Having room booking issues for LFS
- Declined CECL
- POITS last Friday had lower turnout
- Hired SVPSE
- Had meeting with EMP
- Working on apparel order with Cassandra
- CR team planning a forum in late November

VII. Vice-President, Student Engagement

- FYC Chair is hired; onboarding him this week
- CUSmile - aligning all services with that
- CUS Winter Wonderland - reaching out to services and clubs for that
- CUSpring would be best for March
- Sauder Unlimited - planning on increasing capacity for it
- Working on hiring for FYC
- HeWe issue update - did collaboration events with BizWeek; HeWe did a lot of logistical planning but wasn't included in acknowledgements from BizWeek
  - Coffee Chats are going well; need to recruit more mentors

VIII. Administrative Director

- Gave everyone until today to confirm their shirt size
- Ordering apparel for everyone this week based on quantities from contact list spreadsheet

IX. Ombudsperson

- No updates

**F. Executive Business and Discussion**

i. New Service (Finance Portfolio)

- I. Rooted from the decommission of UBCFA; establish Finance-related service that can be controlled by CUS and cater to Finance students
- II. Original plan to fly people here from the Finance sector on East Coast
- III. Harleen: is this something we would set up for next year?
- IV. Jenna: if we do hiring, this would be in November and events would take place in the new year
- V. Jon: how is this different from NIBC?
- VI. Jenna: NIBC is more focused on conference/case competition whereas this new service is a more affordable option for Finance students to still get exposure to networking with professionals
- VII. Jenna: thinking of making some events free and ticketing some events
- VIII. Harleen: how feasible is it for this year - the majority of students have already committed themselves to different services, etc. so the talent pool may be limited when hiring a service chair/team
- IX. Harleen: suggests holding hiring off to next year (April) and set it up for success
- X. Jon: starting a new service takes a lot of resources, speaking with a lot of people, etc. Suggests running some pilot workshops to get buy-in and to bring awareness to new service and then launch it full-scale next year
- XI. Annie: good thing about getting it started this year is that the current Finance team is

most aware and keen on this project and committed to seeing it succeed; question of whether next year's Finance team would want to take on this project

XII. Jon: do you have an idea of who you could see as the chair for this service?

XIII. Jenna: Head hunting will not be too much of a concern because there are a lot of Finance students

XIV. Jon: what is the budget allocation?

XV. Jenna: \$40K with all of the booking, catering, etc. to fly in professionals from East Coast and US

**ii. Analyst project**

I. Procurement project that allows us to consistently have vendors throughout the year; build long-term relationship with one-centralized vendor for different items

II. Harleen: would need to be a retreat and Sauder Unlimited topic

III. Jon: any downsides?

IV. Jenna: overall purpose, inventory check, turnover

V. Jon: note that it has to be sustainable options (ex: cutlery)

VI. Harleen: suggests brainstorming a list of key needs that services may have

VII. Everyone is in favour of moving forward with this

**iii. POITS (Interfaculty Meeting, Rebranding)**

Interfaculty Meeting:

I. Still discussing the feasibility of this

II. Next steps would be: date, room booking, budget/splitting up costs, eventually marketing

III. Priscilla: have you confirmed next meeting?

IV. Harleen: not yet; we should figure out the budget ourselves first and bring that back to the other faculties

V. Jon: firstly, are we open to funding it beyond the POITS team budget? Secondly, we also need to figure out how to run it

VI. We have to figure out the budget

Rebranding:

I. Been using new logo that has not yet been approved

II. We're not seeing relevance and message behind the rebrand

III. New logo has already been printed on all of their promotional material, t-shirts, etc.

IV. Annie: needs to set up a meeting with service chair

V. Annie: gave them the green light for word design but not image design

VI. Priscilla: what are the next steps?

VII. Harleen: suggests having conversation with service chair; have Jon there as well

VIII. Annie: will send out email letting them know that they did not follow marketing policy and that they will have to take down their new logo on any of their online platforms

IX. Priscilla: suggests meeting with them and figuring this out separately

**iv. CLC Breakout Rooms Usage**

I. Cassie - CLC Manager says no more club meetings, interviews, etc. allowed in the breakout rooms as they are study space

II. Jon: this has been an ongoing issue for a while - not having enough places for students to hold meetings

III. Priscilla: we should bring this up at Dean's Breakfast this Thursday

**v. BCom Fall Preview**

I. CUS presents at Fall Preview; looking for people to present

II. Jon is already volunteering so he'll be a speaker

III. Jon: we can do the same thing as UBC Welcomes You; already has a presentation

created

**vi. Visual Media**

- I. Heard from HR that there has been a report of people not respecting photographers
- II. Annie: photographers have told her that they want to be part of the community and be able to enjoy these events too while also doing their job of taking photos but they aren't be treated respectfully
- III. Priscilla: how do we prevent this in the future?
- IV. Annie: HR will be notified; service won't be able to make request for VM for 2 weeks.
- V. Jon: the request form should also include a note that services are to respect VM's, have food available for them, etc.
- VI. Jenna: suggests that service chairs also have a quick meeting with their exec team before events to remind them about respecting VM's
- VII. Annie: will be developing a list of policies regarding utilizing VM's moving forward and consequences of mistreatment; will be drafting up email for Priscilla to send out to all services

**vii. Elections**

- I. Issue raised from one candidate; exec/board clicked "going" to one candidate's First Year Rep FB event
- II. Student raised issue with Aadim - Elections Chair stating that this is going against policy because it endorses one candidate over another
- III. Harleen: we should specify in the Code what endorsing really means
- IV. Next steps: change Code asap, reply back to candidate letting them know we are allowing this, and releasing a PR with Chantal's report
- V. We should abstain from clicking "Going" on FB event campaigns altogether; we can still promote Elections by sharing the campaign page that includes all of the candidates on there

**G. Approval of Minutes**

*Moved: Harleen | Seconded: Jenna*

*That the minutes from the September 16th Executive Council meeting be approved for public distribution.*

*In favour: All  
Opposed: None  
Abstentions: None  
...the motion passes.*

**H. Next Meeting**

October 7th, 2019

**I. Adjournment**

*Moved: Josh | Seconded: Harleen*

*There being no further business, be it resolved that the meeting be adjourned at 9:09pm.*

*In favour: All  
Opposed: None  
Abstentions: None  
...the motion passes.*