



The Science Undergraduate Society of UBC c/o Dean of Science - 6270 University Boulevard - Vancouver, BC V6T 1W5  
604-822-4235 - info@sus.ubc.ca - www.sus.ubc.ca

**Date of Meeting: Friday November 28, 2014**

**Location:** Abdul Ladha meeting room

**ATTENDANCE**

Carmen Leung, Alice Gu, Melody Saleh, Josh Ackermann, Paul McDade, Ji Youn Kim, Jeff Pea, Tashya De Silva, Nick Hsieh

**1. Introductions**

**2. Expectations**

- Reply emails within 24hrs
- Meeting every week or every other week in second semester
- Be timely and punctual
- Ask questions
- Come prepared – read over documents before meeting
- Be open to debate

**3. Pass amendments**

- 4 Assistant Vice-Presidents added t
- 432 publication partially removed from codes

**4. Areas to focus**

- Pre-council acknowledgements
  - o Would be on the agenda
    - AGENDA FORMAT SHOULD BE IN CODE
  - o Including Musqueam property
- Remove all remains of 432 publication on codes
- Look back at exec duties
- Update SUS clubs
- Add code on assistant building manager
- Structuralize General Officer position
  - o Under the portfolio of Vice-President Internal
  - o Elaborate on roles
    - Revisiting strategic plan
  - o Make sure no overlap with Assistant Vice-Presidents
  - o Establish a committee
- Update on removing “administration assistance”
- Revision date
- Revision of restricting the number of members on FYC
- Add in role of sitting on AMS FYC for first year reps
- Determine what should go into bylaw and code
  - o Code – inc. general, mission statement



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- Specifics of committees
- More flexible, doesn't require referendum
- Bylaws – inc. foundation of a society, position executives, council, standing committees, etc.
  - Make it require referendum
  - Shouldn't be touched much
- Remove science clubs from bylaws
- Define honorary member

#### 5. Discussion

- Hire speaker for council, president steps in when speaker absent
- Align departmental reps elections with exec elections
  - Spring elections
    - Awkward when fall elected reps are trying to make relations with departmental clubs
    - Club execs know each other and aren't open enough in liaising with department rep
    - Opportunity for incoming to shadow outgoing
    - Re-elections occur in Fall for MISA, etc.
  - Fall elections
    - Less opportunity for first years going into second year
- Align General Officer reps elections with exec elections
  - Spring elections
    - Summer time would be good for brainstorming
  - Fall elections
    - Overlap in G.O. positions due to late February/early March
      - Not a big deal
- Formalized timeline of exec duties in code
  - Election timing – fall elections
  - Committee hiring
- Codes and bylaws should be presented to councillors once elected
- More specified position for archiving
  - General Officers?

#### 6. Goals

- Review section by section as a group
- Look over what goes in bylaws and what goes in codes
- Present amendments to Council every council meeting

**\*\*\*Carmen will send out Doodle link for next meeting**

**\*\*\*Read over entire document by next meeting**