



Science Undergraduate Society

The Science Undergraduate Society of UBC c/o Science Student Information Centre, Room A150 - 6221 University Boulevard,
Chem/Phys Bldg., UBC, Vancouver, BC V6T 1Z1. Telephone: 604-822-4235 - info@sus.ubc.ca - www.sus.ubc.ca

Date of Meeting: November 2nd, 2015

Location of Meeting: Abdul Ladha Science Student Centre, Room 103

ATTENDANCE

Lily Takeuchi - VP Administration

Pooja Bhatti - AVP Administration

Jinny Byun - Councillor

Alice Gu - Member at Large

Nick Pang - Member at Large

Mohammed Shaaban - Member at Large

REGRETS

Daniel Lam - Councillor & AMS Rep

Paul McDade - Member at Large

1. Introduction and Roundtable Updates

Discussion of the viewing of the documentation

-Wording is an issue

2. General Officer's Position Review

Discussion Points

- Should General Officers continue to liaise with non-departmental clubs?
 - Because Club Commissionaires are non voting members of council (if something would come up, they wouldn't have a means of doing anything about it), they won't be best fit for the role
 - Prior, there were non elected council members that did have voting members that represented clubs (non departmental and departmental); structure was changed around in the last two years - no longer ask for updates from the clubs - no longer in the meeting minutes
 - Currently, departmental clubs are represented by department reps (often sit in the club's meetings)
 - Mohammed: explore all our options on how we can have non departmental clubs represented; possibly have Academic Committee have one person who represents the non departmental club



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- Lily: getting rid of the GO position may not be a good idea; gives them something to do, and develops their role more
- Mohammed: split the voting members into departmental and non departmental clubs; the roles of GO is not stated clearly; should consider clearly dividing up the roles and responsibilities into its respective constituents (i.e.: define what a voting member is specifically)
- Lily: clubs commissionaires work with ALL clubs; confirm that events don't overlap with SUS, link clubs together → there as a resource rather than a representative
- Alice: Possibly put the Club's Commissionaire position under the General Officer's position
- Paul: some non departmental clubs could have double representations in council and can thus be unfair
- Lily: spoken with all the clubs and went over all the expectations as non departmental club's relationship with SUS; some clubs want to be really involved, while others are uninterested (same case with non departmental clubs as well). Is there a possibility of looking into clubs having relations with SUS, even if they are not represented directly?
- Mohammed: Departmental clubs aren't as engaged as non departmental clubs, so if we get rid of non departmental clubs, it would be easier to get the departmental clubs increase their involvement → 50% for departmental, 50% for non departmental
- Lily: remove their voting power, and put a cap on the grants that are available to non departmental clubs
- Paul: Increase what's available to departmental clubs
- Mohammed and Paul: the non departmental clubs would no longer be represented by SUS, but can still apply for grants if they meet certain requirements; still allow resources for the clubs if they meet pre-requisites

Postulation: More AMS representation in council; possibly remove the GO position (4 members of voting power) but add AMS reps and Senator as voting members (6 members of voting power)

-Lily: will create a document for all members of CAPC to provide feedback on the situation, as well as speak with VP Internal

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- What responsibilities/items should be included in liaising
 - Monthly reports to council?
 - Sitting in on club meetings? AGM?
- Should we include how they should vote into Code ?
- Designation of who assigns GO their clubs (VP Internal? VP Admin?)
- Additional comments, questions, feedback from committee
- Presentation will take place November 12th, as indicated in last year's motion (postponed to November 26th)

Draft:

1. **Further to the above duties, General Officers shall:**
 - i. **Post and maintain a total of two (2) office hours per week**
 - ii. **Be active members of either Finance, Code and Policy, or Academic Committee**
 - iii. **Under the supervision of the VP Internal, plan a minimum of one GO-led initiative in accordance with the Science Strategic Plan**

3. IT Manager Position Description

IT Manager position was not hired in the last two years, and further, Webmaster has taken over control of the Server/UBC IT Communications and Assistant Building Manager has taken over control of electronics, and technology equipment in Ladha. It has been discussed to remove this position from SUS Code as it is no longer relevant and combine it with the Webmaster role.

Affects: Article 2 (Executive Duties), Article 5 (Non Voting Members), Article 8 (Commissions)

Description:

IT Manager. The IT Manager shall coordinate and maintain the Society's informational and technological assets.

Discussion

- All in agreement for adding technological assets as the responsibility of Assistant Building Manager?
- All in agreement for adding informational assets as the responsibility of Webmaster?



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- Comments/Questions from Committee

Draft: (Changes to Webmaster & Assistant Building Manager)

4. Next Week: AMS Representative Position Description

MEETING ADJOURNMENT: 5:51 PM

Lily Takeuchi
VP Administration

Pooja Bhatti
AVP Administration