



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: February 2nd 2016

Location of Meeting: Abdul Ladha Science Student Centre, Room 104

ATTENDANCE

Lily Takeuchi - VP Administration

Pooja Bhatti - AVP Administration

Alice Gu - Member at Large

Paul McDade - Member at Large

Daniel Lam - Councillor & AMS Rep

Nick Pang - Member at Large

Jinny Byun - Councillor

REGRETS

Mohammed Shaaban - Member at Large

AGENDA

1. Updates

Form circulating around for the SSAAD-recognize the great work that Science students have done → March 11th

Council meeting: approving changes that have been made→ email will be sent off

2. Executive Duties and Powers Review

VP Administration:

→ thinking of adding two building manager and getting rid of the assistant; probably bring this up the week after reading break

- new rules were introduced

- huge gap in the work being done by assistant and building manager, because the position descriptions entail different things

- Need to discuss because of financial reasons; they need to get paid the same hourly rate, but different bonus rates

- May need to eliminate the bonuses altogether



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→ No longer purchase office equipment and supplies → usually done by assistant building/building manager

→ We don't have a structured way to present changes to code

- there is not a process in which we get it approved to council
- Last year; reports on changes to bylaws; she was bringing in the changes to council, however there wasn't enough discussion prior to that, so there was a lot of argument in council (makes better sense to have 'argument' in CAPC)
- Need to get a better structure → CAPC to Executive Committee to Council
- Won't apply to small changes
- Maybe encompass a presentation to council? Would this apply to word changes as well?
- Bylaw 7. 1. i: written notification of the amendment shall be given to the VP Administration for discussion in Code and Policy Committee at least two weeks prior to its approval in council.
- ii.: come back to this after reading break (first meeting back)
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→ Clubs:

- h. 2: not worth putting in code when the deadlines are → strike the point as it is no longer relevant to VP Administration's role; move the point to Club Commissionaire's role
- Inform clubs of deadlines for documents including the annual transition report and grant applications
- Club forums: open meetings with clubs and members of SUS, and resolve any issues; this year, meeting with each club individually happened instead (so club forums may not be helpful, and many do not come out)
- k. be responsible for the organization of one-on-one meetings with the Science club representatives, held once (1) per term, together with the Clubs Commissioners ***
revisit wording → review on February 23rd

→ VP Finance:

- CAPC recommends VP Finance should be responsible for working on the budget over the summer and then presenting within the first month of council meetings
- g. → review
- h. → submit and present end of term reports to council of all the accounts of the society



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→ VP Communications:

- d. Actively promote, through the SUS media outlets, vacant positions on SUS Council and SUS Committees to the members of the Society
- e. ...SUS and affiliated events

→ VP Academic:

- Lobby the Faculty of Science and/or relevant departments when appropriate as reflective of student feedback
- Liaise with the AMS and Associate Deans of Science to promote student feedback on courses, professors, teaching assistants and other academic issues
- Chair the Academic Committee (b)

→ VP Student Life

- a. Be responsible for the appointment of the Science First Year Orientations Committee Chair(s) and oversee the Committee
- b. Be responsible for the appointment of the annual Science Week Committee Chair and oversee the Science Week Committee ***follow up

DISCUSSION

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MEETING ADJOURNMENT:

NEXT WEEK:

Elimination of assistant building manager, addition of another building manager

- Need to review what the finances would be like (end of year bonus is different) and how many hours (this is more of a discussion with BMC)

After reading break:

- go over senator

Pooja Bhatti
AVP Administration

Lily Takeuchi
VP Administration