Date of Meeting: March 1st 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
Nick Pang - Member at Large

REGRETS
Mohammed Shaaban - Member at Large
Jinny Byun - Councillor
Daniel Lam - Councillor & AMS Rep

AGENDA

1. Updates
   → President
   → Internal; removed that they organized first year BBQ, hold councillor check ins and notify councillors if they haven’t been completing their duties, and end of year recognition reception
   → Administration: struck the office supplies and equipment purchasing
     -clubs: we struck provide notification of deadlines and submission because didn’t understand which documents this is referring to; worth noting that it may have been in response to transition reports and grant deadlines; mostly the role of the club dispensers
     -clubs forum was unsuccessful, one on one check ins

2. Executive Duties and Powers Review

VP Communication:
   → some grammatical errors
   → don’t know the portfolio, can send a message to the executives that may know the portfolio a bit better
VP Academic:
→ Chair the Academic committee (additions)

VP Student Life:
→ b. weren’t the chair this year, so made it more flexible this year

3. Building Manager
   a. Should we remove the end of year bonus?
      → huge difference between what building manager and assistant does
      → president said that assistant didn’t really do as much work, and building manager did a lot more work
      → proposed: have two building managers that would split the work
      → consideration: it would cost more → finance suggested that if we strike the bonus that the building manager would get at the end of the year
         - feel that the role has been split
         - per hour or fixed?
         - log hours in terms of events, office hours, etc.
         - difficult to know when the person is working, don’t like the hourly wage, but if there is a set amount, could have problems as well
         - CAPC recommendation: strike the bonuses, cap hours to 15/week
            - and have volunteer assistant managers

4. Committees Review
   check to see with executives how many seats on each committee

   → vi e. First Year Orientations Committee
   → Publications committee
   → Academic committee: Administer and award the leadership award(s) → what is it called now?

   → Finance committee:
      → ii. review and assist the VP Finance in preparing the end of Term 1 Budget Report
      → Get the previous year’s Finance Committee to make a preliminary budget for the next year
      → Talk with VP Finance about composition
→ if recommendation is approved, the executive committee of this incoming year would make the preliminary budget to get the structure started (have this passed in the second council meeting)

→ Code and Policy Committee:
  - AVP Administration

Elections
→ committees: in a council meeting, inform about committees, have them pick right away (try to do before the council retreat)
  - OR council retreat early enough that committees can begin meeting by end of October

→ Elections committee will look into this

Corporate Relations:
→ Be responsible for the creation and distribution of the Sponsorship Package

Social Committee:
→ a. usually done throughout the year; money is allotted beforehand so they don’t pass a motion on specific events (strike a.) → can change to ‘notify council of social programs, at least 2 weeks prior to the program’
  → b. strike as approved by council
  → c. check if cold fusion concert is done

→ a. coordinate and promote the social programs for Science student engagement

DISCUSSION

MEETING ADJOURNMENT: 7:02 PM

NEXT WEEK: March 8th, 2016