



# 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](mailto:info@sus.ubc.ca) - [www.sus.ubc.ca](http://www.sus.ubc.ca)

**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 commissionairs

-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



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→ will not make further changes to VP Communciation

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



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→ 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**



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