Date of Meeting: Thursday May 29, 2014
Location: Abdul Ladha meeting room

ATTENDANCE
President – Carmen Wong
VP External – Mohammed Shaaban
VP Internal – Nick Hsieh
VP Academic – Madeline St. Onge
VP Administration – Carmen Leung
VP Communications – Jason Yen
VP Finance – Jesse Grist
VP Student Life – Nina Zhang

REGRETS
None

CALL TO ORDER: 5:46pm

1. Introduction/Round Table
   - Distillation headshots were taken
   - One thing to be excited about in the coming week

2. Executive Retreat
   - Location: Manning Park Resort, interior BC
   - Details of retreat can be found in Nick’s google docs posted on facebook

3. Project planning
   Ongoing projects:
   - Peer Academic Advisors: Maddy, Nick
   - Science Career Expo: Carmen W, Shaaban, Jason, Jesse, Nina, Carmen L., Maddy
   - Research Tab (an online system that grad students can have access to): Shaaban
   - Communication Plan: Jason, Nina, Carmen W.
   - a) Revamp  b) Expand Corporate Relations: Shaaban, Jesse
   - Professional Development (for councilors): Nick, Maddy
   - Councilor Accountability/Engagement: Nick, Maddy
   - Website: Jason, Jesse, Carmen L
   - SUS Scholarship: Jesse, Maddy, Shaaban

   Area of focus:
   - Health and wellness: Nina, Maddy
     Melissa started the project last year, Carmen W thinks it is an important aspect that should be pushed forward.
- **Science Alliance**: Shaaban, Jason, Maddy, Jesse, Carmen W., Nick
  
  Main point of developing it: to be active externally, learn from other universities, and create a stronger united fund
  
  Plan for this year: set the ground, reach out to science undergraduate societies of various universities across Canada

- **Abdul Ladha**: Jesse, Carmen L., Nina

- **Interfaculty Relations**

- **Clean up exec office**

  **Comment:**
  Carmen W.: Too many projects, there are more projects than there are people

4. **Campaign Training**

   - Not much update, execs need to fill out doodle
   - Will take place on June 13th, 5-9pm
   - Train with AUS, KUS, LFS, and EUS, execs should get to know their counterparts in other societies
   - Training is initiated due to controversy behind Sauder frosh
   - Examples of items to go through at training: privilege, inclusion
   - Debating between a 1-day or a 2-day training
   - 2 day training (2 hours/day)
     
     - **Pros**: follow up on 2nd day [however, follow up can be in another form, such as taking part in an online survey]
     - **Cons**: Hassle to commute to campus on 2 separate days, better to get it over and done with within a day

  **Comment:**
  Shaaban: feels that it is crucial for VP student life to attend training

5. **Updates**

   **Maddy**
   
   - EUS and KUS have appointed health and wellness commissioners to execute various health and wellness projects in the fall. SUS should also take into account the health and wellness aspect.
   - Working on centralizing exam database and how clubs can have access to them, midterm evaluations
Shaaban:
- Interfaculty, spoke with presidents of all undergraduate societies. They all agree that a joint dinner in late August, early September would be a great idea to get to know each other.
- Corporate relations committee would be formalized by Friday. All applicants were very qualified, and there would be no more co-chairs in the committee.

Jason:
- Finalizing business cards.
  (Shaaban: quantity should be increased, because some cards ran out before end of first semester last year. Feels that corporate relations business cards would be useful)
- In process of hiring Webmaster and associate vice president communications.
- First Week meeting starts next week

Nina:
- Halloween bash with AUS
- Check in with frosh meeting

Nick:
- Retreat underway

Carmen L.:
- In process of hiring AVP admin and Club Commissioners

6. Closing Remark
   Next meeting scheduled on June 5, 2014

Meeting adjourned at 6:59pm

Carmen Leung
VP Administration