



Science Undergraduate Society

EXECUTIVE COMMITTEE MEETING MINUTES

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: Thursday June 5, 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 Student Life – Nina Zhang

REGRETS

VP Finance – Jesse Grist

CALL TO ORDER: 5:45pm

1. Sponsorship

- Shaaban hired 5 corporate relations members
- Sponsors for frosh include Princeton Review, Artona etc.

2. Updates

Nick:

- Finalized retreat
- Began planning FYC BBQ, which will take place in September to promote SUS and FYC
- In process of hiring FYC co-chairs

Jason:

- Started meeting for First week (potential of having a water balloon fight with Engineers during First Week and giving out changing colour mugs)
- Interviews for webmasters begin next week
- Imagine Day: planned to have a SUS booth

Nina

- Venues like aquarium and convention centre are unavailable for frosh, as they have been booked on Saturday September 6
- Halloween bash is set to be on Thursday October 30th (Comment from Shaaban: can look into finding sponsorship for Halloween Bash)
- Went over applications for AVP Student Life



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Carmen L:

- Sent reminders via email to all club presidents about clubs commission reports
- 9 councilor transition reports have been received
- AVP Admin and clubs commissioners postings are on Careers Online

Shaaban:

- Have access to Careers Online (Note: positions on the site are updated every Monday)
- Hired corporate relations members, first meeting began on Wednesday
- In process of planning Presidents Dinner

Carmen W.:

- Campaign training on Friday June 13th from 6-9 at Global Lounge, Marine Drive Residence (Dinner not provided; Pre-reading for training will be sent out once received)

Madeline:

- Back to School Survey

3. Back to School survey

- Madeline met with Ankita last Friday to discuss about details of the survey
- In process of figuring out questions and prizes
- Hardcopy questions will be printed out for next week's meeting
- Clipboards have been given out for the past 3 years as a prize for filling out the survey

Suggested prize besides SUS clipboards:

- What AMS does: 18% response turnout, 3 lucky students who have completed the survey are drawn to receive an iPad each
- Clipboards for all students and iPads for 100 students who are lucky to be drawn
- Vouchers for the SUB
- Can promote Back to School Survey in AMS Woolala app

Statistics from last year's Back to School Survey:

- Clipboards cost \$4.60 each, ordered 700-800, spent a total of \$6000
- Clipboards can help with branding, promoting SUS and providing information about the Faculty
- Decreased number of students filling out the survey, might be due to the same prize being given out every year



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4. Exec Retreat

- No wifi access, ideal to transfer all files to a USB or a single laptop
- Lots of mosquitoes, bring **BUG REPELLENT**
- 30-35 minutes are allocated for transition meetings

Carmen W.: have exec transition reports due on Friday, so new execs can have access to them during retreat

Next meeting scheduled on June 12, 2014

Meeting adjourned at 6:52pm

Carmen Leung

Carmen Leung
VP Administration