



## **SUS Executive Committee**

Minutes of August 14, 2014

### **Attendance**

Present: Mohamed Shaaban (VP External), Nina Zhang (VP Student Life), Nick Hsieh (VP Internal), and Jason Yen (VP Communications)

Regrets: Carmen Wong (President), Carmen Leung (VP Administration), Madeline St. Onge (VP Academic), and Jesse Grist (VP Finance)

Recording Secretary: Nina Zhang (VP Student Life)

### **Call to Order**

The meeting was called to order at 5:38pm.

### **Introductions**

#### **1) Proposals**

- one proposal is written by Jesse so far
- reminder to all execs, all proposals need to be done by the end of summer
- template: mission, deliverables, HR plans, risk assessment etc.

#### **2) Councillor's Emails**

- 2 years ago we had emails for all the councillors
- major problem: overlooked the transition, not all councillors gave back the passwords
- beneficial for professionalism
- we should reset all PWs and create a database of all emails PWs



# 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

## 3) Meet the Dean

- we have 9 minutes in total for the presentation
- lets do the rap with some kind of lyrics in the background
- time to do the rap: around 1:30 mins ~ 2 mins
- 48 seconds per executive for introductions
- wear neon legging/tights and Firstweek tank top

## 4) Exec Updates

### Carmen W:

Clubs Orientation happened on Sunday (as you all know), and I'm about to send the Clubs Commissioners the presentations and feedback form.

Sat in on the first Orientation and Transition Steering Committee meeting that undergraduate societies have been invited to. All student orientations have now been officially approved by the committee, and there has been a lot of talk about what the pep rally will look like. They are talking about having one united UBC cheer as opposed to faculty-specific cheers, and also mentioned having the faculties mixed together during the pep rally. I personally think that there needs to be a balance with maintaining opportunities to express faculty pride with inclusion and diversity. At this time, it's not confirmed what the pep rally will actually look like.

BRIC training: since I've been asked this a couple of times, all BRIC training dates offer the same workshop. If you already have to do this training with another group on campus (e.g. Orientations, Peer Programs), you do not have to do the training with Express.

### Maddy:

Met with Dr. Harrison with Jesse - went really well!! He is going to help me communicate with the Department Heads for Exam Database and Midterm Evaluation of Teachings



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I am awaiting Clubs Commissioners to send out the email to Club Presidents which they will pass on to their VP Academics and hopefully I can get the SUS VP Academic planned for September

Other than that I am in Denver right now - woooo!!

## **Nick:**

Will send out councillor's handbook soon, just look over it under your own portfolio and make changes if necessary

Need to think about workshops for councillor's retreat

No information about the councillors on the website... Shaaban or Nick will make a document outlining what councillor's commitments and duties for people who are interested in the positions

## **Jason:**

Firstweek T-shirts have arrived!!

Who is available for the dunk tank for Firstweek (Friday 12-2pm)? Shaaban, Nina, Carmen W, Nick

## **Nina:**

All outdoor and indoor booking for Express is confirmed. Walked around campus with the AMS outdoor booking person (Arlene Chan)

## **Shaaban:**

Lots of meetings, sign and write contracts, created job postings for Science Career Month

## **Next Meeting**

The next scheduled meeting is August 28<sup>th</sup>, 5:30pm.

## **Adjourn**



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The meeting was adjourned at 6:25pm.