



# 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](http://www.sus.ubc.ca)

**Date of Meeting: Tuesday March 24th, 2015**

**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 Finance – Jesse Grist  
VP Communications – Jason Yen

### **REGRETS**

VP Student Life – Nina Zhang

### **CALL TO ORDER: 11:40am**

#### 1) Round Table

#### 2) Exec Updates

##### **Nick**

- FYC Game night happened
- Care packages will be handed out during exam season
- Councilor appreciation will be on Thursday April 2<sup>nd</sup>

##### **Shaaban**

- handling various sponsorships

##### **Carmen W.**

- Science Career Information Fair: Great turnout, positive feedback from attendees and companies
- Have been helping out with Science Grad
- Science Adjudication Committee will go over applications next week

##### **Jesse**

- Finance Committee had last meeting
- Sent out spending summaries to all respecting people
- Contracts need to be signed
- Hoping that Ad-hoc building committee can be set up before term ends
- Endowment Funds: debating if we should put \$30000 in to get \$750 back



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*Discussion*

Maddy: Serena's year, double charge on mortgage- spent more than expected. See merit in Endowment, Future exec teams can evaluate what can be upgraded

Carmen W.: the only thing that I can see the big sum of money being spent on is Abdul Ladha

Jesse: The building is owned by UBC, does not belong to SUS

Maddy: We should not just accumulate money in Endowment, but put the money out to create a sustainable event yearly

**Maddy**

-Academic Committee has budget left: only spent money on Happy Beef and Mental Wellness; thinking of connecting with students by initiating an event or giving coffee out at Ladha

*Discussion*

Shaaban: The event can also be set up in SUB or in front of Science Advising Centre

Nick: Be sure to focus on marketing

Maddy: Can make it a Ladha open house

**Jason**

-Sales team got 30 orders recently and will be setting up booths to sale more

-Working on transition report

-Working on job description for first week co-chair, digital signage, webmaster

**Carmen L.**

-Councilor transition report will be sent out either today or tomorrow

-Mental Health Awareness Club emailed me about being a SUS club: will look into the structure composition of club

3) Science Grad (Nick)

-debating on cancellation last week, however, it had a great turnout after promoting

-absolute minimum number of attendee to meet is 130

-deficit has been covered by Nick's portfolio and Nina's Social Committee: photo booth is removed and replaced by SUS media

*Discussion*

Shaaban: A consideration can be giving out grants to clubs to have their own grads

Carmen W.: What would the logistics of event be now?

Nick: There will be acrobats, casino tables, photoboosts, dance floors. Volunteers will be helping out with setting up, coat check, and casino tables



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Maddy: Take into consideration long term effects as well

Nick: Every table will most likely get a limo

Carmen W.: Step through the logistics with the committee, put yourself in attendee's point of view

Maddy: Follow up and professional communication is key

### 3) Block Party Tickets (Carmen W.)

-SUS will be selling 20 tickets

### 4) Year-End Appreciation (Nick)

-Thursday April 2<sup>nd</sup>, 6-9pm

-2 types of food can be chosen for dinner

-certificate will be given out

Execs: send out invitation to committee members and email Nick with names by Friday

### 5) AGM

-Exec presentation during last council meeting on April 9<sup>th</sup>, 2015 of what was accomplished during the elected term

Meeting adjourned at 1:04pm

*Carmen Leung*

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Carmen Leung  
VP Administration