



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: Feb 19 2016

Location: Abdul Ladha Meeting Room

ATTENDANCE

President – Melissa Lachica

VP External – Alvin Hartono

VP Administration – Lily Takeuchi

VP Internal – Diane Nguyen

VP Finance – Tamara Nee

Building Manager - Antony Tsui

REGRETS

VP Academic – Sarah Park

VP Student Life – Cody Wisniewski

VP Communications --

CALL TO ORDER: 5:17

Adoption of the Agenda:

Moved by Lily, Seconded by Alvin,

That committee adopt the agenda.

...MOTION PASSES

Presentation



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AMS Referendum:

- Upass: please pass it
- Annual membership increase of \$4.20 (AMS)
- Housekeeping Bylaw: provincial government passed a law called societies act, we need to conform to this, consequence: barring students who are under 18 from sitting on council (undemocratic)
- Referendum on referendums: right now any yes or no question can be a referendum (allows us to ensure we dont ask illegal or leading question, does away with student court), student court was not binding, theoretically useful but they didnt know what they were talking about, were not inside the AMS
- Health & Dental
- External: WUSC (student refugees fund)
- Campus culture: (not sponsored by AMS)

How we can help:

- Social Media
- Endorsements
- Redirect students to referendum page, give them Jon's email address, FAQ on AMS.UBC.CA/VOTEYES
- Boothing: pretty busy with boothing but if a booth space could be organized in Ladha that would be great

Roundtable

1. President
 - a. Elections Administrators + Elections
 - i. Working on all of the events, overseeing the candidates involved, provide feedback
 - b. Strategic Plan Review
 - i. Going to have a new strategic plan to present to Council in March
 - ii. Looking to hold some sort of consultative process
2. Vice President External
 - a. SCI Fair
 - i. Happened, doing transition reports
 - b. SUS 100 Gala
 - i. Happened, doing transition reports
3. Vice President Internal



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- a. Internal Newsletter
- b. Science Student Recognition & Awards Dinner
4. Vice President Student Life
 - a. Science Grad - SUS in the City
 - b. Van Dusen Botanical Open Bar hors d'oeuvres
 - c. \$35 + \$5 for after party
5. Vice President Administration
 - a. Building Upgrades
 - i. Himani will be taking over projects like the SUS block letters and bean bag chairs
 - b. Science Student Recognition & Awards Dinner
 - i. Invitations sent out
 - ii. Awards decided
6. Vice President Communications
7. Vice President Finance
 - a. Contacting for Lost Reimbursements
8. Vice President Academic
 - a. Compiling the SUS survey data into a pretty graphic on SUS website
 - b. Organizing speakers for "What I Wish I Knew" Grad School Event - March 23 5:00 - 8:00 PM
 - c. SUS Health Promo second week of march, challenge and prizes
 - d. More event details being finalized for distress week
 - e. Next month would like to promote SUS peer advising
 - f. List of resources that students can access to be put on the website
 - g. Offering Wellness Debrief

SUS 100 Debrief

- Aesthetics were on fleek
- For the first time, it went very well, most of the time event organizers did not know what was going on
- Program was made but the faculty were bored, needed to be entertained more
- Too many prizes, trying to find best way to give them out very quickly
- Logistics could have been improved
- Compliments about dessert :D
- More alumni to participate would be great



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- Guest speakers, explain the relevance of why they are there
- Balanced event, professional and celebratory and there was an after body to accomodate different individuals

Transition Reports & Handbooks

- Event planning, Codes and Policy Procedures and Council Elections, Grants and Finances want to create guidebooks for these tasks specifically
- Example: how to hold committee meetings, be a committee chair
- Elections handbook! Definitely should be made
- Template was sent out, for end of April, April 30th
- **ALL HANDBOOKS: Building Management, Codes and Policy, Corporate Relations, Finance (Grants & Budgeting), Chairing Committees, Elections**
- **These will be printed!! and kept online**

AGM

- Hosted in March, open to all students in Science, advertise this 30 days in advanced (start advertising today) to be held on **MARCH 31st.**
- At this meeting we'll have the executive's be elected, gifts will be given (new executives and councillor)
- Presentation of your portfolio (5 - 10 minutes), make it fun!

Just Desserts Nominations

- Awards put on by the AMS to recognize students who have contributed to their constituencies in a great manner
- Includes students and in the past students have been recognized outside of the executive team
- Kali or Erin, councillor or committee chair you thought was amazing, there will be an appreciation dessert buffet
- Hosted in Cecil Green Park House
- Get to select 5 people and of these 5 people they will be sent there, nominated and automatically win, make a shortlist and vote and write nominations

Hiring Timelines

- **MOVE UP EARLIER**
- Week of the 21st (Storm the Wall Week) or March 14th (week after elections) to start promoting positions



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- Update the dates on the position descriptions
- AVPs, BMan, Corporate Relations, First Week, Clubs Comm, Chairs, forward to Alvin
- Conduct interviews together
- Applications until 9th of April

Executive Committee Motions

Moved by Cody, Seconded by Lily,

BE IT RESOLVED THAT committee approves reimbursement of \$172.74 to Jessica Khangura

Motivated By:

Debate:

Abstentions: Tamara

...MOTION PASSES

Moved by Lily, Seconded by Antony (Proxy for Sarah),

BE IT RESOLVED THAT committee approves reimbursement of \$708.25 to Melissa Lachica for purchase of sports jerseys

Motivated By:

Debate:

Abstentions: Tamara

...MOTION PASSES

Moved by Cody, Seconded by Diane,

BE IT RESOLVED THAT committee approves reimbursement of \$98.63 to Mitchell Ang for purchase of webmaster and IT equipment

Motivated By:



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Debate:

Abstentions: Tamara

...MOTION PASSES

Lily Takeuchi
VP Administration