ATTENDANCE
Matt Law - VP External
Pooja Bhatti - VP Administration (Skype Call)
Sarah Park - VP Academic
Alex Lee - VP Student Life
Sheila Wang - VP Finance (Skype Call)
Katie Gourley - VP Internal

REGRETS
Diane Nguyen - President
Antony Tsui - VP Communications
Ho Yi Kwan - Science Student Senator

II. Call to Order
The meeting was called to order at 6:02 PM by Matthew Law.

III. Amendments to the Agenda
Moved by Pooja, Seconded by Sarah,
“BE IT RESOLVED THAT agenda item #5 be moved to next meeting’s agenda.”

...MOTION PASSES
IV. Adoption of the Agenda

Moved by Sarah, Seconded by Alex,
“BE IT RESOLVED THAT the agenda be adopted as presented.”

...MOTION PASSES

1. Round table updates (10 min)
a. Progress over the past month

VP Internal - Katie
→ Retreat - finalized
→ 2 cars; driven by Matt and Melissa
→ hot tub, 13 beds, lake, firepit
→ Meeting with Kailey to talk about different activities and workshops
→ need to submit car information (Matt and Melissa)
→ 1h30 drive
→ let Katie know if there is anything you want incorporated in the retreat by next meeting

VP Academic- Sarah
→ AVP hiring
→ Timeline finished
    → book a meeting with Associate Dean
→ Meeting with Sci Team and SPAC
VP Administration - Pooja
→ Hiring for AVP, Building Manager, Club Commissionaires
→ Updated positions (AVP and Building Manager) to take into account changes in code (AVP) and new Building Manager position (BMan Administration)
→ Building Manager; interview with Antony, Ronald, Melissa or Lily

VP Finance - Sheila
→ Signing power

VP External - Matt
→ BYC
  → want to ideally back out
  → meeting with them next week
  → in the past, we have advertised for them and have gotten $1000 in return; could get the same amount by increasing ticket prices by $2, for example
  → feel that we should push for services that are provided by the school, such as AMS tutoring, which we know will directly benefit students
  → AVP is hired

VP Student Life - Alex
→ Frosh
  → New and improved
  → complaints from past years: activities didn’t have much of a ‘goal’ or a ‘point’
  → A theme: ‘Night of the missing Labrat’
→ Reaction a day and a half, starting on Friday at 6PM-9PM, and Saturday for a full day

→ Friday: gather in the Nest, bring out Labrat, and then there will be people who come and kidnap Labrat
→ Have a video that will show them holding Labrat hostage
→ ‘Hype’ day
→ Saturday: different activities ‘Amazing Race’ style: with every activity, you get a hint to solve where Labrat is
→ meet in Downtown (central location for most)
→ every station will have a different clue; by the end of the day, everyone should have clues to find out where Labrat is
→ Dance party afterwards
→ Dinner: instead of having ‘sit down’ dinner, night market style in the plaza
→ get different companies to come and booth
→ Shooting for 400 people and possibly raise the price

Katie:
→ one of the things that deterred me in first year was the price
→ Didn’t know what to expect, and where the money was going towards - more inclined to pay if had the knowledge of where the money was going

Alex:
→ Marketing has been poor in past years - need to improve for this year
b. Goals to complete this week
   → goals for each position are listed under their respective updates

2. Hiring (10 min)
   a. Debrief of Round 1 - What went well? Improvements for Round 2?

Matt:
   → overwhelming number of people for VP Student Life
   → Can’t change this
   → AVP Comm has not been hired

Alex:
   → find passionate people, you can have a filter question (similar to what Matt did)
   → not everyone who applied were actually intending to do the job

Pooja:
   → ramp up advertising!

Katie:
   → thinking of meeting sometime next week to figure out vision for HR
   → when i last brought it up, it seemed that an issue with hiring for HR volunteers
   → Do we need HR coordinators at all?
   → Thinking of having 2-3 hiring rounds for volunteers throughout the year, and HR coordinators
could train throughout the year
→ Allows more involvement in SUS, rather than involvement for the one week

b. Finalized deadlines for Round 2 hiring
→ 13th and 27th (and 11th as a backup date)

3. iKonnect Memorandum of Understanding (20 min)

a. Feedback on attached Memorandum of Understanding
Sarah:
→ Funding food and parking, so they could get sponsorships to fund this
→ no need for our contribution

Matt:
→ we don’t get anything from this
→ They’re not a SUS club; no benefit to us

Sheila:
→ Not affiliated with Science Week
→ Don’t see them as anything special compared to other organizations and clubs at UBC
→ Using leftover budget money to donate to charity, which is not theirs to donate
→ not too much benefit for us, more benefit for them
Matt:
→ have they already asked for funding already? Is that what the memorandum is about?

Sarah:
→ we have 90 days

Sheila:
→ past: SUS gives them the money, and then use the money for the event; no affiliation for SUS
→ They do not want to be considered under SUS; no mention in past events, or in leftover money donated

Matt:
→ when do they ask for funding usually?

Sheila:
→ October

b. What do we want our relationship with iKonnect to look like moving forward?
Matt:
→ Game plan:
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

→ Diane to set up a meeting with the Dean
→ Need to discuss SUS vision
→ Can bring any concerns up with Dean
  → don’t feel that student’s money should be devoted to an organization that doesn’t want to be affiliated with SUS

→ For future:
  → should have a detailed budget laid out on how the money will be used
  → ask them to register as an independent organization
  → should be an agreement from both ends

→ For Sheila: write up a report within the next two weeks; upload draft on the executive drive

4. Ladha Access Privileges (10 min)
a. Extent of access during off hours? Guidelines for the upcoming year?

Matt:
→ Access is a privilege that should be used responsibly
→ In the past, those with access would come in during off hours for non SUS related businesses
→ remember that we are both science students and executives: should consider why we are in ladha during off hours
→ point of the access is for SUS related purposes

Sarah:
→ Some people have expressed concerns in survey responses
   → Tuition money is going towards the building and it is usually locked
   → When it is not locked, often booked for events

Matt:
→ in the past year, hasn’t been respected as it has in previous years

Sheila:
→ Who we let into the offices: it is not as secure as it should be
→ A lot of people are there that shouldn’t be there; a lot of people going in there aren’t in science; we therefore cannot keep anything in there because it could get stolen

Katie:
→ do we want the front office to be open for science students

Matt:
→ should be during office hours

Katie:
→ doesn’t want it to seem ‘exclusive’

Pooja:
→ many people made friends by hanging out there

Sheila:
→ should limit the exec office access

Matt:
→ 1:1 ratio in the executive office?

Pooja:
→ agreed

Sheila:
→ should follow it all the time
Matt:

→ think we should enter ladha on a ‘need to be there’ basis
5. Summer Club Orientations (10 min)
   a. Preliminary discussion - What do we want this to look like? b. Consider how this event can shape our relationship with clubs – provide feedback for
   Pooja to take into consideration

V. Executive Motions

VI. Adjournment

Moved by Matt, Seconded by Sarah,
“BE IT RESOLVED THAT the Executive Committee adjourn at 7:06 PM”

...MOTION PASSES

Next meeting: Sunday May 15th in Metrotown at 1 PM (in front of Qoola)

Pooja Bhatti
VP Administration