SUS Executive Committee Meeting
Monday, June 27, 2016 – 6:30PM | Abdul Ladha Rm 103

I. Attendance

Present:

President - Diane Nguyen
VP External - Matthew Law
VP Internal - Katie Gourlay
VP Administration - Pooja Bhatti
VP Academic - Sarah Park
VP Student Life - Alex Lee
VP Communication Proxy - Miguel Oreta

Regrets:

VP Communications- Antony Tsui
VP Finance - Sheila Wang
Science Senator - Ho Yi Kwan

II. Call to Order

The meeting was called to order at 6:33 PM.

III. Approval of Minutes

MOVED BY Alex, SECONDED BY Sarah.
“BE IT RESOLVED THAT the following meeting minutes be adopted as presented:
XM 2016 05 05
XM 2016 05 15
XM 2016 05 23
XM 2016 05 30
XM 2016 06 06
XM 2016 06 13 and
XM 2016 06 20.”

Abstentions: Pooja Bhatti

...MOTION PASSES

IV. Amendments to the Agenda

MOVED BY Pooja, SECONDED BY Alex,
“BE IT RESOLVED THAT the Executive Committee add the following items to the agenda:
   1. Discussion about the Artona photo theme
   2. Discussion about election period in the Fall
   3. Proposed code changes”

...MOTION PASSES

V. Adoption of the Agenda

MOVED BY Alex, SECONDED BY Miguel,
“BE IT RESOLVED THAT the agenda be adopted as presented.”

...MOTION PASSES

1. Round table updates
   a. Progress over the past week

President:
   → attending a lot of meetings
AMS: talked about changes that they will do with the old SUB space, i.e.: gender neutral bathroom, spaces to encourage fine arts, will start moving classes to the old sub while renovations take place
- Retreat partnership that clubs can use
- Blue and Gold Society - talk about how to engage students on campus, and potential thunderbird blue and gold discount
- attending the adjudication committee to help allocate fund to projects that will improve learning
- budget in progress with VP Finance - complete reformation

VP External:
- signed an Artona agreement for 5 years
- committees running smoothly - waiting for the budget money for RXN
- talking to Princetown and Kaplan review

VP Internal:
- meeting with AVP to discuss the formatting of the newsletter and content
- In contact with HR managers and to talk about hiring for first week

VP Communications:
- First Week committee - event proposal form for Dr. Harrison
- Waiting for the booking form for University commons
- Trying to do an alternate budget just in case
- Sales committee - may hire another sales manager
- getting quotas for how much the hoodies and shirts are going to cost
- Graphics: having them work on the SUS branded merchandise and the apparel for SUS
- The website is in progress

VP Student Life:
- Working with RXN committee
- working on event proposal, almost ready to send off
- Completed our budget
- speaking with sponsorships about food; waiting to hear back from companies
VP Academic:
→ created GSS x SUS mentorship handbook
→ created application form & job description for First Year Class Ambassadors
→ deciding where to host the First Year Study Sessions
→ revised #Back2School survey questions with Erin
→ talked to Ariel about implementing a suggestions/feedback box (sus.ubc.ca/contact/)
→ collecting information for SUS Monthly Recap videos
→ going to send Erin a draft of the FoS / SUS Science Case Competition Award
→ sent #B2S Clipboard graphics to Regina
→ promoting P/CBL workshops for the Faculty of Med
→ REMINDER: please fill out the questions within your own portfolio by July 15th, 11:59pm!

VP Finance:
→ reimbursement
→ reformatted the budget
→ will talk to AMS in the next week to potentially combine the ‘little’ accounts into revenue and expenses account for each committee

VP Administration:
→ Meeting with AVP to discuss potential Code change and about Secretaries for each committee
→ Meeting with Building Manager - Mark will do a ladha search to see what could be sold before we do a ladha clean up
→ Clubs - begin planning of clubs orientation, emails with information have been sent out to executives and building managers regarding presentation, started discussing about improvements to the portfolio
→ Met with Erin to talk about Clubs part of the portfolio

2. **Round 3 Hiring**
   a. Promo game plan
      Diane:
      → what are our dates?

      Katie:
      → Mid July - early August
Matthew:
→ send in descriptions by July 8th

Diane:
→ up by July 15th, due on August 5th

Diane:
→ based on previous round of hiring, any suggestions on how to make it better?

Katie:
→ keep the process the same

b. Exact dates
** up by July 15th, due on August 5th **

3. Clubs Orientation
Pooja:
→ information about individual presentation content has been sent to each executive
→ please complete presentation and write up by August 1st
→ if you send the presentation earlier on, the write up can be done for you if you’re not able to do so yourself
→ speak with Pooja if you have further questions regarding your particular presentation
→ more information to come

4. Code Changes
Pooja:
→ potential change to code could be that we move Departmental representative elections to the Spring as opposed to having them in the Fall
→ much higher voter turnout in the Spring comparative to the Fall
→ Also, 2 AMS representatives could be elected in the spring, and two in the fall (as opposed to 4 in the spring)
→ committees could get started right away (i.e.: budget could be formed immediately)

Matthew:
→ as a past EA, it’s a lot of work to have so many people running at once
→ Fall elections is usually a time when EAs can understand how the role works, and not repeat the mistakes the next time
→ Fall elections won’t have nearly as much work as spring elections - will be quite a difference in responsibility

Diane:
→ speak with Pooja or Diane if you have more feedback

5. Imagine Day

Matthew:
→ science experiment

Sarah:
→ what do other faculties do?

Diane:
→ No idea

Katie:
→ do we have to do something on the stage?

Diane:
→ no, and we only get 5 minutes

Katie:
→ ideally no rap
→ video?

Sarah:
→ take into consideration of Cio’s responsibilities

Diane:
→ Antony talked to him, and it has been agreed upon
Alex:
→ does he know how much responsibility it is? RXN has 3 videos

Diane:
→ should confirm - may be some confusion?

Miguel:
→ Antony has spoken with him

Matthew:
→ we should think of a plan B

Diane:
→ what would we want in a video?

Sarah:
→ we don’t have footage from past years, may not have too much content

Katie:
→ what is the purpose of the presentation going to be?
→ we will introduce ourselves and say that SUS is a thing

Diane:
→ usually an opportunity to talk about SUS, our purpose, introduce ourselves, hype ourselves up

Matthew:
→ liquid nitrogen cloud
→ when the gas all comes out, the video will show a mushroom cloud that shows SUS

Alex:
→ bottle flipping

Sarah:
→ we should do a parody of something
Diane:
→ gorilla moonwalking - can you spot Labrat?
→ hype video to make us cool, and then informative?

Matthew:
→ get risen up after the smoke clears?

Diane:
→ live demo?

Matthew:
→ contest for who can get the tallest elephant toothpaste experiment?
→ have audience guess who can get the tallest?

Alex:
→ get Dr. Peacock to be a judge?

Diane:
→ if something is too messy, what is something that is low mess?

Diane:
→ will create a master list of ideas

VI. Executive Motions

VII. Discussion
   1. Artona theme
Katie:
→ space

Matthew:
→ caveman
Miguel:
→ futuristic caveman

Diane:
→ beach
→ tacky tourists
→ By when?

Matthew:
→ can discuss next week - think about it over the week

2. Fall election dates

→ 3 day election period?
→ everyone who wants to vote will vote if it is advertised really well

Matthew:
→ motivation?

Katie:
→ timing
→ retreat
→ nomination - September 7th - 16th at 8 PM, campaigning until 23rd, voting 21st-23rd
→ retreat the week after (September 30th to October 2nd)

VIII. Social Activity

IX. Adjournment

MOVED BY Alex, SECONDED BY Katie.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 7:36 PM.”
...MOTION PASSES

Pooja Bhatti
VP Administration