



Science
Undergraduate
Society

The Science Undergraduate Society of UBC, 2055 East Mall, UBC, Vancouver, BC V6T 1Z1
604-822-4235 | info@sus.ubc.ca | www.sus.ubc.ca

SUS Executive Committee Meeting

Monday, August 22, 2016 – 6:30PM | Abdul Ladha Rm 103

I. Attendance

Present:

Diane Nguyen - President
Matthew Law - VP External
Antony Tsui - VP Communications
Alex Lee - VP Student Life
Pooja Bhatti - VP Administration
Daniel Lam - Science Senator Proxy

Regrets:

Sarah Park - VP Academic
Katie Gourlay - VP Internal
Sheila Wang - VP Finance
Ho Yi Kwan - Science Senator

II. Call to Order

The meeting was called to order at 6:31 PM.

III. Approval of Minutes

MOVED BY Antony, SECONDED BY Alex.

“BE IT RESOLVED THAT the following meeting minutes be adopted as presented:

XM 2016 08 15”.

...MOTION PASSES

Abstentions: Pooja Bhatti

IV. Amendments to the Agenda



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V. Adoption of the Agenda

MOVED BY Pooja, SECONDED BY Antony.

“BE IT RESOLVED THAT the agenda be adopted as presented.”

...MOTION PASSES

1. Presentation from AMS President’s Office (10 min)

Tabled to future meeting.

2. Round table updates (15 min)

a. Progress over the past week

President:

→ Club credit cards this week

→ Angela Crane - science experiment training - August 29th, 5-6 PM - expect email from Diane

→ presentation for JumpStart Science Students - email Diane by August 24th if you want her to discuss anything about your portfolio

VP External:

→ Met with Project Pulse

→ Hired Career Chairs

VP Internal:

→ EAs are hired

→ FYC Co Chairs

→ Executives - please send in bios to HR ASAP

→ Meeting with FYC to discuss structure and hiring

VP Communications:

→ ordering things right now

→ notification from webmaster - great that all executives are contacting her, but please cc’

Antony - please send in ideas, but will need to restructure website tabs (for new pages)



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- Going to help set a deadline for webmaster - if you have something for your portfolio that you need up for the website, get it in asap to get it in the planning
- First Week coming along
- Waiting for sales items to come in

VP Student Life:

- RXN - working with committee
- getting the swag in

Science Senator:

- promote senate on social media
- doing some "Intro to your senator" on Facebook to try to keep the people who liked the page engaged

VP Administration:

- Clubs Orientation last week - survey sent out, starting to receive responses
- Club Application made and up on the SUS website
- Working with Antony to finalize Communication Guidelines
- Building Supervisor interviews almost finished
- Meeting with AVP

3. Clubs Orientation debrief

Pooja:

- Clubs Orientation - last Thursday, 10AM-2:30 PM in Abdul Ladha
- 1/3 presentations, 2/3 workshops, icebreakers, getting to know each other
- Attendance: 7 executives, 3 AVPs, Dr. Harrison, Erin Green, 23 clubs (5 more than last year) + 2 clubs who are making other arrangements

- Things that went well: Good booklet, good attendance, good, short presentations, lots of clubs wanted to collaborate in the future, enough food
- Things that didn't go well: long transition between presentations (couldn't combine presentations because of format and timing), hot weather, slight formatting problem in book

- Club Feedback - very mixed



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- as of now, most clubs found clubs they could collaborate with and enjoyed meeting each other and would like to have more social events in the future
- Most popular presentation - finance and building - most clubs would like a finance workshop of some sort in the future
- One club felt presentations were too long, others felt they were fine and short, most got something out of Clubs Orientation
- overall, successful event

Diane:

- more integration - if all execs made it a point to introduce to clubs, excited about icebreakers
- can tell if they're disinterested

Antony:

- the things that we can offer that is useful - get enough time - let them enjoy the finance and building presentations so that they are not as rushed - more emphasis - whereas other presentations like student life - did not want to hear about event planning, but

Alex:

- BIOSOC - after presentation, the two people came up to me and talked about it to him - luckily they are willing to turn over a new leaf - waiting to form a committee then we'll start contacting clubs in October

Diane:

- good that you had execs had their own separate presentation - taking more time for all of us to look at presentations together, see if it's valuable to the clubs

Antony:

- past - every exec pair up - not all presentations needed to happen
- maybe a few presentations that only matter to them
- if I was a club, it's a long day

Diane:

- afternoon - socializing
- some elements of fun in between

4. Project Pulse partnership update



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Matthew:

- they have their own internal planning system
 - suggest that we take over the undergraduate planning
 - mentioned that you would want one of their incoming first years (liaisons)
 - do you feel it's enough?
-
- Undergraduate Panel - recruiting speakers to speak at their event
 - help with marketing

Antony:

- send some speakers on behalf of UBC science
- help with marketing

Matthew:

- if this is unnecessary work, we don't want to take it on, but we don't want to appear like we're not doing work
- slapping name on the logo without doing work isn't acceptable
- if we can get the two incoming first years into whatever I put them into, it can work

5. Hiring round 3

MOVED BY Alex, SECONDED BY Matthew, THIRDED BY Daniel.
"BE IT RESOLVED THAT this portion of the meeting be in camera".

...MOTION PASSES

MOVED BY Daniel, SECONDED BY Matthew, THIRDED BY Antony.
"BE IT RESOLVED THAT the executive committee leave camera".

...MOTION PASSES

Diane:

- Due September 5th

Pooja:

- if previous applicants re apply?

Diane:



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→ Your own discretion on whether or not you re-consider them

6. Textbook project

Matthew:

→ Funding

→ don't think we're going to get money to buy textbooks, but can gather textbooks for first term and see how it works out in a small scale

→ the cuts that we take from whatever we sell - can we put it in a cashbox to use for this project

→ we can use that money to buy textbooks from people - takes too much time and is not convenient to go through the bureaucracy

→ oversight problem

→ some measure of collective responsibility

Diane:

→ cashbox in ladha?

Matthew:

→ essentially - but big oversight problem

→ unless we order a safe?

Diane:

→ we do have one

Matthew:

→ oversight problem, but only workable way

Diane:

→ conversation with Sheila for idea of safe

→ start with internally selling - consignment - selling for first week (matthew)

→ work for term 1 - can have a better measure for term 2

VI. Executive Motions

VII. Discussion



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VIII. Social Activity

IX. Adjournment

MOVED BY Pooja, SECONDED BY Alex.

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 7:24 PM.”

...MOTION PASSES

Pooja Bhatti
Vice President of Administration