



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, September 5, 2016 – 6:30PM | Abdul Ladha Rm 103

### **I. Attendance**

**Present:**

Diane Nguyen-President  
Katie Gourlay - VP Internal  
Antony Tsui - VP Communication  
Pooja Bhatti - VP Administration  
Sarah Park - VP Academic  
Alex Lee - VP Student Life  
Sheila Wang - VP Finance (Skype)

**Regrets:**

Matthew Law - VP External  
Ho Yi Kwan - Science Senator

### **II. Call to Order**

The meeting was called to order at 6:30 PM.

### **III. Approval of Minutes**

MOVED BY Sarah, SECONDED BY Alex.

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

XM 2016 08 29

**...MOTION PASSES**

Abstention: Pooja Bhatti

### **IV. Amendments to the Agenda**

MOVED BY Katie, SECONDED BY Antony.



“BE IT RESOLVED THAT the agenda be amended to include a discussion of Retreat Attendance”

**...MOTION PASSES**

## **V. Adoption of the Agenda**

MOVED BY Pooja, SECONDED BY Alex.

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

**...MOTION PASSES**

### **1. Retreat attendees**

Katie:

- would like as many people as possible, but have a lot of AVPs
- Councillors and AVPs and councillors and building managers
- can technically have more people, and already over budget from last year
- what was it last year?

Diane:

- a lot of people who didn't come were councillors

Antony:

- waitlist?

Diane:

- should we do deposit potentially? Sometimes councillors would not show up

Sheila:

- 15-20\$

Katie:

- good option
- if we were to have more space, committee chairs would be next



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Diane:

→ ideally everyone, but money is an issue

Katie:

→ when we send out the first initial email, we will ask them to email us back to let them know if they are available for the retreat

**2. Marketing strategies presentation**

**3. Website consultation**

**4. Imagine Day test run**

**5. Round table updates (15 min)**

a. Progress over the past week

President:

- all meetings occurring next week
- check ins
- painting - Wednesday or Thursday?
- Wednesday night for now - more detail

VP Internal:

- Elections - page open on September 7th in Ladha and SUS website
- graphics have been made
- nomination forms will be made available on the website
- box for nomination forms on the table

→ FYC

- page revamped by co chairs
- hiring starts September 12th - FYC Co chairs wants to use a google form instead of careers online
- Timberland - retreat location

VP Communication:

- First week - Miguel taking care of most of it



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- Please help out if you can - booths all around ladha
- Banners and flag
- First week promo today, clipboards promotion

## VP Academic:

- back to school survey - problem regarding one of the first year options, if you press one year it would terminate survey, but it's fixed now
- Couple responses are terminated, but posted on event
- 174 responses
- Killam Teaching Award - two SUS reps that need to be in the faculty of science committees
  - 
  - Sarah will be part of first committee
  - second committee hoping someone from council
- Mentorship - now have 25/20 responses for mentor mentee
- deadline is the 16th - might extend for mentees
- sending out the email regarding class ambassador updates to profs
- doing hiring and training, hoping to get done by end of second week

## VP Student Life:

- Fully registered, couple people who need to pay off
- Marketing by RXN committee
- Numbers: 241 sold out out of 280 - in terms of paid - in terms of registration, we are at 300
- currently waiting for some of the swag to come in
- hiring social committee and sports chairs

## VP Finance:

- met up with Alim for AMS - help for budgets

## VP Administration:

- set up meetings with executives for the week
- Office hours
- building supervisor applications

## 6. Ladha expectations



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**7. Slack feedback**

**VI. Executive Motions**

**VII. Discussion**

**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 7:29 PM.”

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Pooja Bhatti  
Vice President of Administration