



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

Wednesday, September 28, 2016 – 1:00PM | Abdul Ladha Rm 103

I. Attendance

Present:

Diane Nguyen - President
Katie Gourlay - VP Internal
Pooja Bhatti - VP Administration
Sarah Park - VP Academic
Antony Tsui - VP Communications
Alex Lee - VP Student Life
Sheila Wang - VP Finance
Ho Yi Kwan - Science Senator
Lorenzo Lindo - AMS Representative/ Director of Marketing

Regrets:

Matthew Law - VP External

II. Call to Order

The meeting was called to order at 1:03 PM.

III. Approval of Minutes

MOVED BY Katie, SECONDED BY Sarah.

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

XM 2016 09 21

Abstentions: Pooja Bhatti

...MOTION PASSES



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IV. Amendments to the Agenda

MOVED BY Antony, SECONDED BY Pooja

“BE IT RESOLVED THAT the executive committee amend the agenda to include a discussion on committee hiring assignments, alongside councillor hiring discussion, and a consultation on Birdcage Membership”

...MOTION PASSES

V. Adoption of the Agenda

MOVED BY Pooja, SECONDED BY Antony.

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

...MOTION PASSES

1. Marketing strategies presentation

Presentation from Lorenzo - attached below

→ <https://drive.google.com/file/d/0BzgFRc4OJzllWEE1eHdKNnJHUmS/view>

Question Period:

Diane:

→ what did they say would be included with the \$2500? Why do we need to go that direction?

Lorenzo:

→ met them, AMS supported them, and have been doing the videos for Vancity Buzz, Hotel Vancouver, Save On

→ would be a good investment as we are struggling with attendance and awareness (30-60 second videos) and it's very easy to look at, engaging, etc

Katie:

→ how do you think this is going to improve outreach? we're still reaching the same people



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Lorenzo:

- you can have sponsored posts and videos
- ties into why there is a need for a detailed budget

Sheila:

- paying for video and pay to have it sponsored?
- 2500\$ is a big deal - samples?

Lorenzo:

- will reach out after

Sarah:

- reaching out to other companies?

Lorenzo:

- wanted to go to a bigger organization, have seen their work
- if you want more numbers, can reach out to more people

Diane:

- how time sensitive?

Lorenzo:

- just want opinions right now

Antony:

- more corporate introduction - nice to have
- i would rather see just one video
- ideally one video that would showcase all of SUS

Ho Yi:

- most difficult would be getting it past council
- there will be a struggle justifying the use for the 2500\$, especially because it's two minutes

Antony :

- within marketing/communications, need to ensure that there are good budgets for it



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→ if spending 2K on a video, what about other types of marketing and such (i.e.: rave cards for Science Week) - have to be weary of posters, printing, etc

Diane:

- can be a continued conversation after having numbers right on the budget
- if this is not time sensitive

Lorenzo:

- no deadline for this

Alex:

- did a quick gage of asking the execs
- would want to have specific coordinators instead of people who would come in and out and oversee several committees
- can inquire if you're worried about having specific people sitting in

Lorenzo:

- open to new ideas, new committee, things are going to change
- would you want someone to sit in (to Alex)

Alex:

- not so much for Sports and Social Committee, but maybe for Science Week to have someone sit in
- think it's more efficient to sit in, Corporate Relations style
- feel like maybe marketing may not get the big picture if only a couple representatives from my group talk to you guys - have your people be part of the project

Lorenzo:

- keep this in mind - that they would come to their meetings
- however time for these guys - might be asking too much

Antony:

- what other committees would want marketing?
- maybe Science Week, would have 2, and maybe the others would sit in and check in with FYC and Health and Wellness, so they can reach out to them when they are needed



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Diane:

→ when would be the deadline for any feedback?

Lorenzo:

→ hiring this week

→ composition wise - ASAP, specific needs for portfolios - 2 weeks

2. Round table updates (15 min)

a. Progress over the past week

President:

→ AMS meeting tonight -anything pressing about SUS you can let her know

VP Internal:

→ 22 members for FYC + 2 first year reps

→ councillor orientation - mandatory (October 2nd)

→ if you are going to be there, remember that you are expected that you need to do a shepel about your portfolio - 'step into my office'

VP Communications:

→ sales and clipboards

→ two contests happening

→ Warner Brothers Pictures - movie passes for The Accountant - action movie - 15 passes - each pass you can bring a friend - grand prize as well

→ SSE - 'Discover Your Community'- want people to know about resources before they need them - you need to know about them before you can find them - bunch on campus, students are encouraged to go to these places, speak to people, Ladha (be at office hours!) - photo with an instagram whiteboard, can win a prize

VP Academic:

→ interviews happening on Friday and Saturday

→ mentorship orientation on 3rd - already sent out emails

→ clipboards - 1125 filled survey

VP Finance:



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- hiring FINCOMM
- reformatting budget accounts

VP Student Life:

- currently hiring for Social, Science Week, and Sports committees
- contacting clubs regarding Science Grad

Senator:

- no updates

VP Administration:

- Hired members at larges for CAPC
- Arranging one on ones with club presidents
- SUS secretaries interviews and training

VP External:

- Hiring - will assign people soon
- got wind from Lorenzo that prep101 will be making another attempt with a "substantial cash offer"
- we don't have individual Artona photos for people that are asking

3. Councillor assignments to committees

Diane:

- looking at the sheet - people who applied to committees in multiple portfolios - and see that someone applied for a lot of portfolios, talk it through with the other executives

Katie:

- councillor hiring onto committees - as with the numbers, there is enough room for councillors to join 1 ½ committees - what are the opinions?

Sarah:

- what are the exact number of how many more spots we need?

Antony:



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- 3 more per committee
- SL on one more ?

Diane:
→ can talk to me

Matthew (via Pooja):
→ councillor assignments - will be done very selectively on my part - to ensure that established committee unity is not disturbed

Antony:
→ how will you get them to apply?

Katie:
→ ranking - either to get them to sign up for three or ranking them - ranking makes it complicated

Diane:
→ ranking

Antony:
→ maybe top 4?

Ho Yi:
→ student awards - don't need to hire until March, so if nothing works can do that

Pooja:
→ BMC - also accepting 3

4. Secretary positions

- Pooja:
- trial year this year - will hire 6 (for Student Life, Communications and External portfolios)
 - Template sent to everyone else for their committees for minutes (will have to take themselves)
 - they are under my portfolio, but include them in your projects as you wish



5. Meeting time for Term 1

Diane:

→ not a time that everyone can meet

Sarah:

→ can do Monday and Friday nights

Sheila/Pooja:

→ every other week change the date

Diane:

→ after 5PM meeting every now and then

→ can consider - 10-11 AM in the morning ?

→ evening and morning option

VI. Executive Motions

VII. Discussion

Birdcage:

→ do you want to buy?

→ benefits: hoodie, local discounts, Koeners, upgrades at the Nest, season tickets

→ will ask on SUS FAM

VIII. Social Activity

IX. Adjournment

MOVED BY Alex, SECONDED BY Ho Yi .

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 1:46 .”

...MOTION PASSES



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Pooja Bhatti
Vice President of Administration