



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**

Friday, October 7, 2016 – 1:00PM | Abdul Ladha Rm 103

### **I. Attendance**

**Present:**

Diane Nguyen - President  
Matthew Law - VP External  
Katie Gourlay - VP Internal  
Pooja Bhatti - VP Administration  
Alex Lee - VP Student Life  
Sheila Wang - VP Finance  
Antony Tsui - VP Communications  
Tamara Nee - Building Manager of Bookings  
Mark Ng Shun - Building Manager of Operations

**Regrets:**

Sarah Park - VP Academic  
Ho Yi Kwan - Science Senator

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

The meeting was called to order at 1:00 PM .

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

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

MOVED BY Pooja, SECONDED BY Sheila,  
“BE IT RESOLVED THAT the Executive Committee amend the agenda to add an item to the discussion period - Council Meeting October 6th.”

**...MOTION PASSES**



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## V. Adoption of the Agenda

MOVED BY Pooja, SECONDED BY Katie.

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

### ...MOTION PASSES

#### 1. Round table updates (15 min)

- a. Progress over the past week

Updates only include those not discussed in the October 6th Council Meeting

President:

- meeting with Hansel today to organize exec feedback surveys
- sending it out tonight

VP External:

- No updates

VP Internal:

- working on committee assignment to councillors
- hope to have it done by tonight

VP Finance:

- almost done re-formatting accounts
- met with a couple of executives but will need to meet again
- allocated based on past budgets and what has been spent
- can't give out any more money at this point

VP Communications:

- going back to work on website
- assuming that everyone's committees are formed, if can send a blurb, who you are, your chairs and all that



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→ if you want committee photos can have it on the website

VP Student Life:

→ first Social Committee meeting

→ October social

→ idea: make hot chocolate and give it out after Polar Bear Swim

VP Administration:

→ Almost finished meeting with clubs

→ Fixed meeting minutes from September 28th

→ Emailed approved minutes to Ariel to be posted on the website

## 2. Councillor Orientation debrief

Diane:

→ what went well?

Pooja:

→ enjoyed it

Alex:

→ really well planned out

→ Robert's Rules - rundown

Antony:

→ professional, well organized

Katie:

→ Robert's Rules was dry, had to get done

→ rather have it drag on then at retreat

Diane:

→ nice balance between Robert's Rules - keep it simple

→ a lot of amendments going on

→ very first exposure to it



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Antony:

- orientation might as well be more of a painful training session, and then at retreat, do some practice
- learn it and practice it
- then at council meetings, can work out better, and step back for those who are more experienced

Pooja:

- more time for rotation
- consider this for code

### 3. Committee hiring and composition update

Katie:

- almost done
- numbers have worked out except for science one reps, csp rep, and 4 other potential reps coming in because of hiring for stats, caps, biophysics, biotech
- things have almost worked out but need 3 more spaces
- with Finance, 2 more people?

Alex:

- if someone wants to do logistical stuff, can do Sci Week (1 position)

Katie:

- will look into that
- will suggest as an option
- by tomorrow night
- will send before sent to other councillors
- awards is technically not formed until March, may put people on there

Matthew:

- with this whole sorting game, maybe we should look into whether we should come back to code - maybe not so strict?
- maybe look into relaxing this requirement - put in a clause



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Diane:

- AMS - each councillor is required to attempt to be a part of two, but need to put themselves through
- up to them whether they want to keep all their committees

→ **Table to next meeting**

#### 4. Ladha access

Pooja:

- been concerns about people having access (Ladha) and there's been a difference of opinion of who should have access and who shouldn't

Mark:

- proposed changes for building access
- Execs to have access to everything
- AVPs front office, AV room, councillor access
- Building supervisors only councillor office
- Chairs get access on case by case basis
- Councillors could have access to the office

Pooja:

- disagree to councillors having access to the office because the front desk in front of the office has eliminated the need
- the point of access should be to make your job easier as someone in SUS → might not have much benefit
- issue of exclusivity with some people who have access, and feel that if number of people who have access grows, becomes even more exclusive. If kept contained within a small number of people

Antony:

- against access for councillors
- for AVPs having access due to being able to run events and grab SUS materials if an executive is not present

Pooja:



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→ WRT the Councillor office, fine with leaving the door open during office hours

Antony:

→ How do you find the dynamic of the council office now with the front desk?

→ For example, the reason that the council office has been closed to reduce noise for the study space/make it less intimidating for students to approach the Ladha front desk to ask questions

Sheila:

→ I want a secure location for the cash box, and the mail boxes for building booking deposits/sales

→ If chairs get access for their events, will they have access to everything?

Alex:

→ The exec overseeing the portfolio should be in charge of being there to open the doors for the chairs/portfolio members

Matthew:

→ Execs lending their student cards to chairs encourages improper usage of a student card

→ would rather have chairs request access as events come up

→ Could invest in locked overhead bins to resolve the issue of having a safe place to keep the cash boxes and deposits

Diane:

→ Will all building access requests from now on be passed through BMC or solely Mark from now on?

Mark:

→ Through BMC

Katie:

→ by when?

Mark:

→ Next week



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### 5. AMS Halloween Collaboration

Alex:

- got in touch with Ava this past week
- called with a couple things regarding Halloween
- most involved Katie
- i think they want the first year reps to be sent in and to be an inter faculty thing, all ages
- they can help plan an event like that
- not a strict planning process
- come in and give ideas, whereas all the logistical stuff, give a time commitment
- great way to get them to meet the other faculties and their first year reps
- for us, Ava asked us to help plan a 19+ party that takes place on the same day (October 28th)
- can send in ideas, get everything sorted out
- ask to attend
- paid?
- she told us that she will give SUS a number of tickets - we can give out the tickets based on who we want to give it out to
- promote inter faculty relationships, plus with the AMS as well
- and the AGM

Diane:

- from execs - come out and have fun promoting
- share the event, get people to come
- is there a certain threshold of tickets?

Alex:

- will just be given whatever and we try our best
- from what she told me, it's a low commitment event
- maybe give ideas and whatnot, don't think required to sit in on a weekly meetings

Antony:

- if so, SOCO?

Alex:

- no, doesn't matter



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Diane:

→ after asking execs - asking for opinions?

Sheila:

→ don't want to stay super late

Matthew:

→ pay for our nights for student hostel and will be down

Antony:

→ free beer and other drinks

Matthew:

→ free beer, and student hostel, because I'm not driving drunk

## VI. Executive Motions

## VII. Discussion

### Council Meeting October 6th

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

**...MOTION PASSES**

MOVED BY Alex, SECONDED BY Pooja, THIRDED BY Antony,  
"BE IT RESOLVED THAT the meeting remain in camera"

**...MOTION FAILS**

## VIII. Social Activity



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## IX. Adjournment

MOVED BY Matthew, SECONDED BY Sheila.

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 1:53 PM.”

**...MOTION PASSES**

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Pooja Bhatti  
Vice President of Administration