



Science Undergraduate Society

The Science Undergraduate Society of UBC c/o Science Student Information Centre, Room A150 - 6221 University Boulevard,
Chem/Phys Bldg., UBC, Vancouver, BC V6T 1Z1. Telephone: 604-822-4235 - info@sus.ubc.ca - www.sus.ubc.ca

CODE & POLICY COMMITTEE REPORT

SUBJECT: ARTICLE 6 & BYLAW 4 REVIEW

REPORT DATE: NOVEMBER 24TH 2016

DECISION REQUESTED: IT IS REQUESTED THAT the Science Undergraduate Society Student Council approve the following change:

1. An amendment to Bylaw 4 to change “Psychology” to “Behavioral Neuroscience”
2. The following amendments to Article 6:
 - a. Paragraph 1, Section iii - to specify that Proxies must be a UBC Student in the Faculty of Science
 - b. An additional paragraph, Paragraph 6 - Placement of time restrictions on presentations and question periods
 - c. Expansion of Paragraph 7 (originally Paragraph 6) - changes to Extraordinary meetings

SUMMARY

The Code and Policy committee would like to direct Council to approve the change in Bylaw 4 from Psychology to Behavioral Neuroscience, and the changes in Article 6 to specify that proxies must be UBC Faculty of Science students, include an additional paragraph to place time restrictions on presentations and question periods, and an expansion on Paragraph 7 (originally Paragraph 6), to expand the time for delivery of notice for extraordinary meetings by 24 (twenty-four) hours and to provide justification of time-sensitive matters.

RATIONALE

With the change in the Science sector of the Psychology program, specifically the name change from ‘Psychology’ to ‘Behavioral Neuroscience’, the Code and Policy committee finds it appropriate to codify the recent name change, as the representatives from this program has presented themselves as ‘Behavioral Neuroscience’ representatives for the past two years.

Council meetings often do not exceed one hour and fifteen minutes, and often many matters are to be discussed during this time period. The Code and Policy committee finds it appropriate to



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place time restrictions on presentations that take place in the meetings, as often the information can be presented in a timely matter, and it encourages presenters to be concise. This applies to the question period as well. Time of presentation or question period can be extended by a motion of council if needed.

With the recent practice of an Extraordinary meeting, which took place November 10th, 2016, it was found that the 48 (forty-eight) hour notice was not sufficient for members of Council to arrange for their presence at the meeting. Therefore, Code and Policy is recommending extending the notice to 72 (seventy - two) hours. Additionally, a justification must be provided when proposing an Extraordinary meeting, more specifically the justification of time sensitivity, so that Council can decide accordingly if an Extraordinary meeting is required.

ACTION RECOMMENDATIONS

The committee recommends that council approve this report so that the proposed changes can be put into place immediately. The Code and Policy Committee feels these changes will ensure that Council meetings are time efficient and effective.

ADDITIONAL COMMENTS

- 1) The voting decision of Council will take place on Thursday, December 1st. The changes will be implemented immediately.
- 2) The President position will be amended to explicitly state this requirement of holding extraordinary meetings when needed during Executive Position reviews, taking place in Term 2.



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AFFECTED SECTIONS OF CODE (HIGHLIGHTED):

Bylaw 4: Council

2. The voting members of Council shall be:

- i. The Executive of the Society as outlined in Bylaw 5;
- ii. The five (5) AMS Representatives The two (2) First Year Representatives, who shall be first year Science students; and
- iii. The duly elected Program Representatives of the following departments or programs:
 - a. *Astronomy*
 - b. *Biochemistry*
 - c. *Biology*
 - d. *Biophysics*
 - e. *Biotechnology*
 - f. *Cellular, Anatomical, and Physiological Sciences*
 - g. *Chemistry*
 - h. *Cognitive Systems*
 - i. *Combined Major in Science/General Science*
 - j. *Computer Science*
 - k. *Coordinated Science Program*
 - l. *Earth and Ocean Sciences/Environmental Sciences/Atmospheric Sciences*
 - m. *Geography*
 - n. *Integrated Sciences*
 - o. *Mathematics*
 - p. *Microbiology & Immunology*
 - q. *Pharmacology*
 - r. *Physics*
 - s. *Behavioral Neuroscience*
 - t. *Science One*
 - u. *Statistics*
 - v. *Vantage College*

Article 6: Council Meetings



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1. Regular Council meetings shall be held every other week on Thursdays at 12:45 PM during Winter Session unless impractical.
 - i. Quorum is one half plus one of the voting members of Council.
 - ii. Each voting member of council shall have only one vote.
 - iii. Any member who is unable to attend shall send a proxy in their place. **The proxy must be a UBC student in the Faculty of Science.** This proxy shall be entitled to speak and vote in the missing member's place.
2. Meetings of Council shall be open to all Members of the Society and members of the general public. In the event that Council is required to hold an *in camera* meeting to prevent the disclosure of confidential information, Council may, by Two-Thirds (2/3) Resolution, hold an *in camera* session, during which only voting members (defined in the Bylaws) and non-voting members (defined in Article 5) may be present. The above provision notwithstanding, Council may, by Two-Thirds (2/3) Resolution, invite guests to attend an *in camera* session.
3. Rules of order at all meetings of the Society shall be as in Robert's Rules of Order, Newly Revised.
4. At the commencement of each council meeting, the Chair of Council will acknowledge that the meeting is taking place on the traditional, unceded territory of the Musqueam people. This acknowledgement will be noted in the agenda.
5. At the commencement of each council meeting, members of SUS may be acknowledged for any significant work that they have accomplished for the Science student body or in their respective committees to a maximum of five (5) minutes.
6. **Presentations in council are limited to a maximum of five (5) minutes, followed by a question period of up to two (2) minutes. Council may vote to extend time.**
7. **An extraordinary meeting of council may be called by the President or by motion of Council provided:**
 - i. **The matters discussed at this meeting must be of a time-sensitive nature**
 - ii. **A justification of its time-sensitive nature must be provided either in the motion or the initial correspondence of the President**
 - iii. **Only matters on the agenda may be discussed at the meeting; no amendments to the agenda may be proposed at this meeting**



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- iv. The President must deliver notice with an agenda to all members of Council for the meeting at least seventy-two (72) hours prior to said meeting.

MOTION

BE IT RESOLVED THAT COUNCIL adopt the Code and Policy report titled "Article 6 & Bylaw 4 Review" and approve the recommendations of the report.

Pooja Bhatti
Vice President of Administration