



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: COMMITTEE REVIEW: BUDGET

REPORT DATE: NOVEMBER 24TH, 2016

DECISION REQUESTED: IT IS REQUESTED THAT the Science Undergraduate Society Student Council approve the addition of the Budget Committee to the Committees of Council (Article 7)

SUMMARY

The Code and Policy committee would like to direct Council to approve the formation of the Budget Committee.

RATIONALE

The goal for the formation of this committee is for the Science Undergraduate Society to continuously operate with an approved budget. The current system of how the Science Undergraduate Society prepares and uses its budget results in funds needing to be spent before an elected Council, and as a result, before the Budget can be approved. This includes expenses such as First Week and Science RXN. This has been the practice for several years, however the Code and Policy Committee proposes the formation of a new committee under the VP Finance's portfolio, the Budget Committee, which is solely responsible for reviewing the fiscal year's current budget as well as prepare the next fiscal year's budget. Any change in the budget can be made by a motion of Council if necessary.

ACTION RECOMMENDATIONS

The Committee sees the benefits of the addition of the Budget Committee and recommends that Council approve this committee and allow nominations of councillors to proceed.



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ADDITIONAL COMMENTS

- 1) The voting decision of Council will take place on Thursday, December 1st. The changes will be implemented immediately.
- 2) Upon the motion passing, vacant spots in the Committee shall be open to nomination no later than the following Council meeting.
- 3) The VP Finance position will be updated during the Term 2 review to reflect this Code change.

AFFECTED SECTIONS OF CODE (CHANGES HIGHLIGHTED):

Article 7: Committees of Council

4. Finance Committee

- i. The Finance Committee shall be composed of:
 - a. the VP Finance, who shall be Chair;
 - b. the AVP Finance;
 - c. six (6) members of Council; and
 - d. two (2) members at large
- ii. The Committee shall:
 - a. Be responsible for the allocation and distribution of money from the SUS Club/Conferences Grants account to Clubs; and
 - b. Review and assist the VP Finance in preparing the end of Term 1 Budget Report.**
- iii. The members of the Finance Committee shall be impartial, and shall:
 - a. Declare all club memberships or other possible conflicts of interest to the VP Finance upon appointment;
 - b. Submit a declaration of neutrality to the VP Finance prior to the first meeting of the Finance Committee; and
 - c. Abstain from debate and voting on any issue which directly concerns funding to any such conflict of interest in a manner decided upon by the Chair.
- iv. Meetings of the Finance Committee during which club allocations are granted shall be open only to members of the committee (or their proxy). Guests may be invited only upon a Two-Thirds (2/3) Resolution of the Committee.



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5. Budget Committee

- i. The Budget Committee shall be composed of:
 - a. The VP Finance, who shall be Chair;
 - b. The AVP Finance;
 - c. Four (4) members of council; and
 - d. Two (2) members at large
- ii. The Committee shall:
 - a. Evaluate the currently approved budget and, in the event it is required, propose changes to council
 1. Proposed changes to the budget shall be sent to council by the Budget Committee at least three (3) days prior to the Council meeting where they will be voted on
 - b. Review and assist the VP Finance in preparing the end of Term 1 Budget Report
 - c. Aid the VP Finance in the preparation of the budget for the following term of office

MOTION

BE IT RESOLVED THAT COUNCIL adopt the Code and Policy report titled "Committee Review: Budget Committee" and approve the recommendations of the report.

Pooja Bhatti
Vice President of Administration