SUS Executive Committee Meeting
Tuesday, May 23, 2017 | 5:00-6:00 pm | Abdul Ladha Rm 103

I. Attendance

Present:
Cathy Jiang- VP External
Julia Wu- VP Internal
Jennifer Cheng- VP Academic
Miguel Oreta- VP Communications
Gurshabad Singhera- VP Student Life
Sarah Park- Science Student Senator
Michelle Tse- VP Administration

Regrets:
Ryan Lou- VP Finance
Antony Tsui- President

II. Call to Order

The meeting was called to order at 5:02 PM.

III. Land Acknowledgement

The president acknowledged that the meeting was taking place on the traditional, ancestral, and unceded territory of the Musqueam people.

IV. Approval of Minutes

MOVED BY Miguel, SECONDED BY Gursh.
“BE IT RESOLVED THAT the following meeting minutes be adopted as presented:

XM 2017 05 16”

...MOTION PASSES

Abstentions: Michelle
V. Amendments to the Agenda

VI. Adoption of the Agenda

MOVED BY Miguel, SECONDED BY Michelle.
“BE IT RESOLVED THAT the agenda be adopted as presented.”

...MOTION PASSES

1. Round table updates (15 min)

President
- AMS Council meeting on May 17th
  - AMS Committees and Chairs (for the summer) were elected and finalized
- Revised Science Strategic Plan
  - Updates are based on feedback at the Town Hall and via email. There is the change that Diane Nguyen asked for with regards to evaluating effectiveness of active learning techniques and there is the addition of “experiential learning,” the “student experience” and reference to skill sets outside of just scientific ones. This is a great outcome that will support Science students and the work done by SUS (yay!)
- President’s Advisory Committee for the selection of a new Dean of Science has been established
  - Mr. Jamie Magrill for being elected as the undergraduate student representative to the search committee
  - Dr. Angela Redish is the outgoing Provost and VP Academic and will be stepping down this summer (June?) and the new Provost, Dr. Andrew Szeri, will take over as Chair
  - Mr. Brent Cameron of Boyden global executive search will be consulting with key stakeholders over the next few weeks.
    - Brent will be at UBC on May 31 (ESB Room 2174). He will be available at 10:30 – 11:00 am. Execs are welcome to attend.
- Phone meeting with Kristen Morgan, student staff of Centre for Teaching, Learning, and Technology (CTLT), on May 18th, 10:30 am
  - UBC has used Connect for five years and is looking to replace it with a new LTE (Learning Technology Ecosystem)
  - New vendor will be approved by the Board of Governors on June 15th --> contract already drafted and vendor has been decided, either Canvas or Brightspace
  - The STP has three main phases- Awareness, Education, and Support. The Awareness phase starts after the BoG meeting, and is basically a huge social media push to students so they're aware that the transition is occurring. SUS will support through Facebook posts to engage and inform students
Vice President, External
- Interviewing

Vice President, Internal
- Meeting with Erin (exec retreat and workshops)
- Anything else to add: email/fb
  - Resources: committee chairing → have a training for all chairs (hiring practices, effective communications) - considering for next year

Vice President, Academic
- Looking over the survey → add questions from individual portfolios, send to her
  - Deadline to be announced later
  - Will send survey questions on slack
- Meeting with Erin later
- GSS mentorship meeting too

Vice President, Communications
- Hired AVPs and FW Co-Chair: Wayne Tse & Jacob Ng, Angel Zhang
  - Meet next week to start work
- Edited website to add portfolio
- Inventory for merch to give away for FW
- Basics of newsletter- new email made (mailchimp- paid account maybe?)

Vice President, Student Life
- Still hiring
- Will have whole team finalized by around the weekend

Vice President, Finance
- No updates

Science Student Senator
- creation of a new School of Biomedical Engineering
- UBC is now a part of the American Academy of Arts & Science
- 6 President's Excellence Chairs
- clearing up logistical details regarding 16/17 SSRA recipients

Vice President Administration
- Hired AVP: Kim Vu (send committee minutes to Kim from now on)
- Met with PSA
- Will start up Interdisciplinary Committee soon
- Clubs Orientation: August 17th (Thursday), 4-8PM at Ladha
  - Cathy will try to upload again onto Careers Online, open till the 31st.

2. Search for new Dean of Science - Consultation
Background: Dean deals with alumni engagement, finances, etc, fairly distant from students
  1. What are the key opportunities and challenges facing the new Dean?
Focus on undergraduate opportunities
Start of new triennium (Senate)
Challenges:
- Better retention of CompSci professors, etc.
- New Provost- new leadership changes
2. Describe the ideal experience, qualities and competencies in the next Dean.
- Faculty member of a university (preferably Associate Dean), BSc.
3. Do you have any suggestions of individuals who could be a good fit for this role at UBC?
4. Any other comments not covered in the above questions?
- Further discussion to be discussed on Slack

3. Email Cleanup
- Emails deleted:
  - health@sus.ubc.ca, wellness@sus.ubc.ca (merged into new email, healthandwellness@sus.ubc.ca)
  - hr.rxn@sus.ubc.ca, hr.scienceweek@sus.ubc.ca (merged into existing hr@sus.ubc.ca)
  - events.rxn@sus.ubc.ca (merged into existing info.rxn@sus.ubc.ca)
  - events.sciweek@sus.ubc.ca (merged into existing info.sciweek@sus.ubc.ca)
  - events.firstweek@sus.ubc.ca (merged into existing info.firstweek@sus.ubc.ca)
  - casecompetition@sus.ubc.ca
- If need a google drive/email- update Miguel

4. Hiring Spreadsheet Update
- Reminder to send them emails after rejection

VII. Executive Motions

VIII. Discussion

IX. Social Activity

X. Adjournment

MOVED BY Jen, SECONDED BY Sarah.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 5:36 PM.”

...MOTION PASSES
Michelle Tse  
Vice President, Administration