SUS Executive Committee Meeting
Tuesday, May 30, 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
Ryan Lou- VP Finance
Sarah Park- Science Student Senator
Michelle Tse- VP Administration

Regrets:
Antony Tsui- President

II. Call to Order

The meeting was called to order at 4:59PM.

III. Land Acknowledgement

The VP External acknowledged that we are on the ancestral, traditional, and unceded territory of the hən̓q̓əmin̓əm̓ speaking, Musqueam people.

IV. Approval of Minutes

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

XM 2017 05 23”

Abstentions: Michelle

...MOTION PASSES
V. Amendments to the Agenda
MOVED BY Cathy, SECONDED BY Miguel.
“BE IT RESOLVED THAT the meeting time in June.”
...MOTION PASSES

VI. Adoption of the Agenda
MOVED BY Sarah, SECONDED BY Gursh.
“BE IT RESOLVED THAT the agenda be adopted as presented.”
...MOTION PASSES

1. Presentation by Ms. Erin Green, Science Student Engagement Officer (5 mins)
   - Support president (meet biweekly)
   - Student Engagement and Science Advising- one unit
     - Facebook (UBC Science Students) - run by them
     - Work with SCI Team, SPAC, Orientations, etc.
     - Have feedback coaching session with SUS
     - Community building training for RXN and First Week (more info to come)
   - Science Advising: ways they can support Student Leader
     - Meeting in June for more info
     - Opportunity to have academic advising appointment about course schedule, course load, etc.
     - Ideal to have meeting with advisor before registration time.
   - Email: green@science.ubc.ca

2. Round table updates (15 mins)
   President
   No updates
   Vice President, External
   Physoc- had a meeting
   BYC- signed contract- getting $$
   Waiting for people to apply to round 2 hiring!
   Hired Thomas- AVP External
   Vice President, Internal
   Finalizing workshops at the end of the week- assigning workshops- if you want to lead, let Julia know
   Retreat- leave 5pm, based on where you will be picked up
     Drivers: Julia, Alex, and Katie
   Sunday: check out at 11am, get back a little after noon
Workshops: have delegated people

**Vice President, Academic**
Met with GSS- restarting mentorship program
Sending out survey tonight- update Jen if need to tweak individual sections
Also hiring

**Vice President, Communications**
Branding: modify logo for flag and sus FB page and change color shade
Looking into camera equipment
Updates from website- new faculty of science Dean, want to embed more social media onto website
  - Uploading more portfolios
Met with Angel - First week Chair

**Vice President, Student Life**
Hired Jennifer Chen and Avery Zacarias- AVP Student Life
Hired RXN committee- Thurs Jun 8 5-6pm first meeting! Come by if you want
Met with AMS related SL positions - collaborations
  - LFS: Possible boat cruise
  - Kin: first 2 weeks of school (after RXN) sports collab
    - Just to get the word out

**Vice President, Finance**
3 applicants so far for AVP Finance
Reimbursements - send via email

**Science Student Senator**
No senate meeting and updates
Talked with Michelle about future of position in Exec Comm
  - Will re- discuss this next meeting with Antony

**Vice President Administration**
Still hiring for BMans, positively considering Karen Lin for Bookings
Clubs Orientation- trying to shorten presentation time
  - If you would like to present, forward outline of presentation topic(s) by **June 13th**

3. **Abdul Ladha Access, Usage, and Expectations**
**General Students inside Ladha- How we should move forward about this:**
  - Gursh: If exec here, fine; if not, then exec has to be the last one inside.
  - Cathy: Friends yes, but what about those that don’t know execs?
  - Gursh: Exec shouldn’t discriminate
  - Cathy: should all only be in the building ONLY for SUS purposes
  - Sarah: reminder to not use snapchat
    - leave after SUS work
  - Cathy: stay in office if have to, but NOT upstairs etc.
After hours during School Year
- Michelle: should also leave when exec leaves
- Cathy: more fair that everyone leaves when Ladha closes - kick everyone out at 8pm
- Gursh: we should make sign on door more visible
- Sarah: what if no one is here? Eg: Office Hours finish at 5pm
- Gursh: inconvenience for BMC to stay until 8pm.
- Julia: usually SUS related people stay late
- Sarah: should discuss with committees about guidelines

AVP Access
- Cathy: adding to problem of misusing privilege
- Michelle: Suggestion= Access to Councillors office but not building, and that event coordinators can get access but only when required
- AVP access after BMC cleans Ladha; access only for Summer Committee Co Chairs over the summer

Labrat
- When was the last time we used Labrat?
- Julia: Winter Classic? (before Science Week)
- Gursh: messaging Wendy Guo about costume
- Miguel: if we can’t find the suit, need to purchase a new one
- Cathy: deadline to purchase new suit?
- Miguel: July 1st (special projects)

4. Physoc Sponsorship
- UBC and SFU: take turns hosting undergrad research conference
- Want us to help sponsor- give them prizes etc.
- Michelle to check code about mandate to support Science Clubs with sponsorships (give them stuff/find for them) - committees outlined in code

5. Committee Chair Orientation
- Orientation at the end of August/ early September- how to set up meetings, chairing meetings, etc
- To send to orientation: chairs, AVP, etc.
- Should offer to AVPs anyways even if they don’t have to go
- Presentation: portfolio parts to present by respective VP
- Around 19 people (max)

Skills to bring up-
- Gursh: how to go through problematic situations, etc.
- Jen: Team building
- Julia: Goal setting

VII. Executive Motions

VIII. Discussion
Meeting time
Next meeting: at UBC, TUESDAY 6-7pm
IX. Social Activity

X. Adjournment

MOVED BY Gurshabad, SECONDED BY Miguel.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 6:11PM.”

...MOTION PASSES

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Michelle Tse
Vice President, Administration