Date:     Friday, April 27, 2018
Time:     3:00-4:00 pm
Location: Abdul Ladha Science Student Centre, Room 103

I. Attendance

   Present:
   Jennifer Cheng - President
   Haiger Ye - VP External
   Emma Karlsen - VP Internal
   Julia Chai - VP Academic
   Kim Vu - VP Administration
   Jacob Ng - VP Communications
   Sean Jeong - VP Finance
   Deep Dhot - VP Student Life

   Regrets:

II. Call to Order

   The meeting was called to order at 3:09 PM.

III. Land Acknowledgement

   The President acknowledged that we are on the traditional, ancestral, and unceded territory of the hən̓q̓əmíθəm speaking, Musqueam people.

IV. Approval of Minutes

V. Amendments to the Agenda

VI. Adoption of the Agenda

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

   ...MOTION PASSES.

   1. Welcome and Congratulations!
   2. Community Agreement and Team Expectations
      ○ Emma: Be open with communication
3. Logistics
   - Slack
     i. Recommended for each portfolio
     ii. Check slack → download and make it easily accessible
   - Meeting Schedule
     i. Once a week in the summer
     ii. Weekly doodle until we finalize schedules
   - Summer Council Meetings
     i. Brainstorm changes you might want to make for the portfolio
     ii. Have to figure out bookings
     iii. Will happen after executive retreat → late May or early June
     iv. Prioritize motions
   - Access
     i. Alarms → send a 4 digit code to Kim (will be private)
     ii. Will decide what access we want to give to hired people later on
   - Business Cards
     i. Will be ordered soon
   - AMS Council and Constituency Orientation
     i. Mandatory tomorrow
   - Executive Retreat
     i. Emma → look for places
     ii. Everyone → look for cars

4. Vision for the Year / Special Projects
   - President
     i. Inclusivity → through ad-hoc committee, saying hello, committee members, making ALSSC a more welcoming space
     ii. More transparency
     iii. More collaborations with clubs, constituencies (financially tricky to work with)
   - Administration
     i. Prepare for the next year
     ii. Tangible changes (i.e. doors)
     iii. Secretaries
iv. Create a better relationship with clubs
v. Sound-proofing room is not very likely

○ Finance
i. Getting SUS credit cards
ii. Improving cash-box protocol
iii. Improving security
iv. Get the grants out earlier (clubs get grants in March which is late)

○ External
i. Community Engagement → more collaborative work and volunteering opportunity to students
ii. Alumni Speakers and on campus work
iii. Online forum from past experiences

○ Communications
i. Marketing → one person for each portfolio
ii. New system of paying staff
   1. Photographers and videographers → fractional method of pay
   2. Graphic designers → staff review
iii. Marketing committee → work on more content (videos, memes, photos)
iv. Website → rework
   1. Fewer tabs but bigger pages
v. Email addresses → will get rid of some

○ Internal
i. Inclusivity → has been in the talks with Daniel Lam
   1. Make a solid proposal for council
ii. Work with HRs so that volunteers feel more a part of SUS → bringing them into the community
iii. FYC → mentorship, make them more representative of UBC campus and first years

○ Student Life
i. Collaboration
   1. With clubs
ii. Inclusivity
   1. Work with VP Communications

○ Academic
i. Lobbying → more of that
   1. New curriculum → monitoring process
   2. Targeted surveys for lobbying
   3. Eg. clinical neuroscience
ii. Ladha study times
iii. More town hall events → more opportunities for students to voice their opinions

5. Hiring
   ○ May 7-18th
6. Round table updates
   - Julia: Data Science as an additional module
   - Faculty of Science meeting → May 10th
7. Transition and One-on-ones
   - Transition ASAP
   - Set up one-on-one meetings with President

VII. Executive Motions

VIII. Discussion

IX. Social Activity

X. Adjournment

Moved by Julia, Seconded by Sean.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 4:33PM.”

...MOTION PASSES.

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Kim Vu
Vice President, Administration
UBC Science Undergraduate Society