[ EXECUTIVE COMMITTEE MINUTES ]

Date: Friday, May 28, 2018
Time: 6:00-7:00 PM
Location: Abdul Ladha Science Student Centre, Room 104

I. Attendance

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

Regrets:

II. Call to Order

The meeting was called to order at 5:59PM.

III. Land Acknowledgement

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

IV. Approval of Minutes

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

XM 05 14 2018 .”

...MOTION PASSES.

V. Amendments to the Agenda

VI. Adoption of the Agenda

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

...MOTION PASSES.

1. Time Capsule Item (from the AMS)
   □ Brainstorm: SUS Clipboard, MCAT Book, ChiRP, Compass with engraved logo, Labrat, Mouse plush
   □ Might do a poll for Science students once narrowed down
   □ Jen to ask when due
   □ Prize for the best idea → gift card for the (galley)

2. New Website Features
   □ All people are going to be featured on the website (executives, councillors, committees)
   □ Fabicons
   □ Grants page
   □ Science awards page
   □ Killam Teaching Awards
   □ Incentivise using the website by doing a website search
   □ If you want to add anything, message in the website chat in Slack

3. SUS Reddit Participation
   □ Rationale → will decrease criticism
   □ Each exec will take charge of the account over the year
   □ Answer questions about SUS, not personal attacks
   □ Media training

4. BYC, Princeton Review, and Wize Academy Partnership
   □ Met with BYC last week
   □ BYC have a partnership with Princeton Review and Wize Academy Partnership
   □ BYC wants to be featured in newsletter twice a semester (finals and midterm season)
   □ 20 free midterm vouchers and 20 free final vouchers in exchange for money now
   □ 10% off unique discount code that students can use
   □ Tag your friends type of post
   □ Possible to get 30% off for Princeton Review
   □ Wizedemy → almost like a better version of khan academy (paid)
     □ People might be interested in being tutors, startup (good for compsci students)
   □ BYC and Princeton Review went to RXN

5. Hiring
   □ Non-Science students
     □ Skill based or experience based roles, usually okay to hire non-science students
     □ Try to find science students for webmaster and digital signage coordinator
   □ SUS FAM - Inclusivity
     □ Add hires into the Facebook page
     □ Add volunteers as well

6. Inclusivity Updates + Next Steps
   □ Put emphasis on FYC
   □ Print posters to advertise
○ Utilize the surveys better → proper analysis
○ Hire based on merit rather than assumptions
○ Lawn signs on our property
○ Rotate “quiet hours” on digital signage
○ Better marketing

7. Round table updates (15 mins)
   ○ President:
     ○ Meeting with Erin
     ○ Met with GSS
   ○ Vice President, External:
   ○ Vice President, Internal:
     i. Hiring
     ○ Booked MKF
     ○ Manning Park Resort
   ○ Vice President, Communications:
     ○ Worked on website
   ○ Vice President, Academic:
     ○ Data Science
     ○ AMS Tutoring
     ○ Fall reading break!!!
   ○ Vice President, Student Life:
     ○ Busses booked for RXN
   ○ Vice President, Finance:
     ○ Made a reimbursement guide
     ○ Finance Protocol
     ○ Fill out Admirable Project Proposal by June 11th
   ○ Vice President, Administration:
     i. Non-AMS Clubs

VII. Executive Motions

VIII. Discussion

IX. Social Activity

Rotating Snack Schedule in the following order:
   a. President
   b. Academic
   c. Administration
   d. Communications
   e. External
   f. Finance
   g. Internal
   h. Student Life
Next week: Kim Vu

X. Adjournment

MOVED BY Kim, SECONDED BY Jacob.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 7:45PM.”

...MOTION PASSES.

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Kim Vu
Vice President, Administration
UBC Science Undergraduate Society