[ EXECUTIVE COMMITTEE MEETING ]

Date: Monday August 27th, 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
Emma Karlsen - VP Internal
Jacob Ng - VP Communications
Julia Chai - VP Academic
Deep Dhot - VP Student Life
Kim Vu - VP Administration
Sean Jeong - VP Finance

Regrets:

II. Call to Order

The meeting was called to order at 6:06 pm.

III. Land Acknowledgement

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

IV. Amendments to the Agenda

V. Adoption of the Agenda

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

...MOTION PASSES.

1. AMS SEEDS Sustainability Program (5 mins)
   ○ Adding questions to Back2School survey
     i. Julia: How many questions
Jen: Just one
Julia: Comment box for students to add comments on sustainability
Jen: Have one or 2, when do you need it by
Julia: Need to push back2school survey back so I can talk to Erica first about it, questions need to be done by end of this week or beginning of next
Jen: Project might fall under Admin portfolio in the long term
Kim: Interviewed someone with Seeds experience, can reach out to them
Jen: Get grad students help in term 2, by the end of the term we’ll have a plan, first term will be about collecting information to give to the students

○ Term 2 - working with us to create our sustainability strategy

2. Back to School Survey (5 mins)
○ First draft of back to school survey
○ Kept most people’s questions, only got rid of ones that were too specific
○ Might cut ethnicity question, might be too sensitive
○ We will take look on our own time, add comments on the document
○ Can change the order
○ Going to add feedback on Science student advising
  i. Kim: Erica would be interested, talk to her about it
○ Release of survey will be pushed back
○ Clipboards are ordered

3. Wizedemy (10 mins)
○ Talked to Robby again, wants us to partner with Wize as well
○ Have multiple packages they offer, all online
○ Offering 5 free exam prep tickets for each semester, worth $500 per semester
○ Also wants to do social media contests
○ Can’t be a diamond sponsor because BYC and Princeton are
○ Trying to push Wize into RXN, wants logo on RXN stuff
  i. Trying to give Wize pens for RXN
○ Could give away as prizes from Conference or other events
○ We can’t give them as much as they want

4. Imagine Day (10 mins)
○ Schedule for Imagine day
○ Who is leading Cheer?
  i. Emma will lead cheer
○ We meet at 8:50 on the floor of Doug Mitchell
  i. We will meet at Ladha at 8:10
○ Wearing what?
  i. Volunteer T shirts, Blue bandanas, blue face paint, capes with letters
  ii. We can look through the office storage for props
  iii. Jen will pick up everything for Imagine Day

5. RXN (5 mins)
- Volunteer training on September 12, 4-8 at Ladha
- Sean has cheque for venue, he will sign contracts
- Jasia now has contacts for RezLife managers to start promoting in residences
- Shirts are ordered
- Still trying to figure out Day 1 food
  - Have enough Bon Chaz one per person but might get something else to go with it
- Tickets will get scanned
- Can buy cash tickets, booting outside of Ladha, double check with Sean about cash handling protocol
- AMS tutoring wants a booth at RXN, would be giving us free pens
  - Shouldn’t be considered a sponsor because AMS tutoring is a free service
  - Good resource for students but we’re already promoting them
  - Would be helpful for first years but not providing us anything for their promotion
  - We will promote out events with AMS tutoring but not the AMS tutoring themselves
    - Deep: Would rather have booting than review sessions
    - Julia: We have already committed so we can’t cancel review sessions
    - Jen: Hesitant to say no to have them booth because they are the AMS
    - Jacob: Science students are already paying for AMS services through AMS fee and they are essentially being double charged as they’re paying SUS fees too
    - Haiger: Person is not available to talk as on a cruise

6. First Week (5 mins)
- Table arrangement for SUS fair determined
- Food permit is processed, BBQ is further from Ladha
- FYC, RXN, Textbooks are outside

7. Round table updates (15 mins)
- President:
  - Sustainability council opportunity
- Vice President, External:
  - Lots of textbooks coming in
- Vice President, Internal:
  - Committee chair orientation is Thursday, get your info in for it
- Vice President, Communications:
- Vice President, Academic:
- Vice President, Student Life:
  - Hiring is slow, but have someone for everything
  - RXN
- Vice President, Finance:
- Vice President, Administration:
  - Building supervisors have been orientated
ii. Will talk to Nick about when he can come to teach all of us to set up events and things like that

6. HSF Presentation (10 mins)
   - 23K grant from UBC president’s office and VP Students for their CPR initiative
   - Want to see if SUS wants to take a role in the project
     - Could help with marketing and hiring volunteers so they are more streamlined
   - 200 people at the event
   - Jen: what are volunteers doing?
   - Wendy: serving food/drinks, funnelling people in, help instructors organize,
   - Event is October 4, 5-9pm
   - SUS would help hire volunteers via HR
     - UBC Wellness would train them but everyone needs to be screened

VI. Approval of Minutes

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

XM 2018 08 20 .”

...MOTION PASSES.

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: VP Academic, Julia Chair

X. Adjournment

MOVED BY Emma, SECONDED BY Deep.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 7:27 pm.”

...MOTION PASSES.

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Kim Vu
Vice President, Administration
UBC Science Undergraduate Society