[ EXECUTIVE COMMITTEE MEETING ]

Date:       Monday September 10th, 2018  
Time:       5:00 - 6:00 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 5:04PM.

III. Land Acknowledgement

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

IV. Amendments to the Agenda

V. Adoption of the Agenda

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

...MOTION PASSES.

1. MedX Conference (5 mins)
   ○ Send Avery or Kennedy
2. Credit card, Cashbox, Reimbursement Protocol (10 mins)
   ○ Made Spreadsheets
      i. Allow execs, avps, chairs of big committees
3. Back2School Survey (5 mins)
   - Concern is how long the survey is → need to cut it (4)

4. Quiet Study Hours (5 mins)
   - Met up with the Academic Experience Coordinators
   - Ask no executives to come → better for inclusivity
   - Will post event soon
   - Maybe set up a calendar for marketing so everyone can see

5. Town Hall Prep (5 mins)
   - Almost like a meet and greet
   - 2-4PM
   - Monday the 17th
   - Maybe have a nametag

6. Club Booting Event (5 mins)
   - Clubs to promote themselves
   - Cookies

7. Scifair Goals (5 mins)
   - Diversity
   - Resources in order to succeed in talking to professionals
   - Outreach
   - Interactive experience

8. RXN Marketing (5 mins)
   - Doing booting residences
   - Classroom announcements
   - Rave cards
   - Collegia

9. Round table updates (15 mins)
   - President:
     i. Working on departmental reps and department advisors
     ii. Met with Erica → exec evaluations
   - Vice President, External:
     i. Textbook sales until the end of the week
   - Vice President, Internal:
     i. Retreat is confirmed → 28th-30th
     ii. Leave by 5:30PM
     iii. Elections next week
   - Vice President, Communications:
     i. First Week → very successful
     ii. Erin likes our newsletter
     iii. Inventory for sales next week
     iv. RXN t-shirts ready tomorrow
     v. Posters for each major
   - Vice President, Academic:
i. New AVP  
ii. Decide on who to send to Curriculum meeting on first council  
iii. AMS tutoring → discount maybe?  
1. Dates already booked → 2nd and 3rd of October  
   ○ Vice President, Student Life:  
     i. Sports → volleyball, dodgeball, basketball (intramurals)  
   ○ Vice President, Finance:  
   ○ Vice President, Administration:  
     i. Club One-on-Ones next week

VI. Approval of Minutes

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

XA 2018 09 03.”

...MOTION PASSES.

VII. Executive Motions

VIII. Discussion

Workplace Goals  
- Trying to connect with the members in SUS  
- Know all members’ names  
- Attend all internal events and be present  
- Birthdays!  
- HMUs

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 Admin, Kim Vu

X. Adjournment
MOVED BY Julia, SECONDED BY Sean.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 6:17PM.”

...MOTION PASSES.

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Kim Vu
Vice President, Administration
UBC Science Undergraduate Society